

B-EPD

Frequently Asked Questions (DRAFT)

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1 WHY ENTER AN EPD IN THE DATABASE?

1: If you want to put an environmental claim on your construction product, Belgian law makes it mandatory for manufacturers to enter an EPD in the database.

2: In Belgium a tool for the environmental assessment of construction products at building level, TOTEM, is developed by the regional authorities. For the time being this tool uses generic data based on eco-invent data. End of 2019 manufacturer specific data coming from the database should be integrated.

2 WHICH EPDS CAN I ENTER IN THE DATABASE?

An EPD according to the Belgian EPD program and therefor compliant to all of following reference documents:

- EN 15804:A1
- Validated PCR documents, including the horizontal NBN DTD B 08-001
- The complementary rules to the NBN DTD B 08-001 (especially for use in TOTEM)

The EPD shall be verified by a registered third party verifier. A list of registered verifiers is available on the website. The verifier uses the checklist and provides a certificate of verification. The format is detailed in the General Program Instructions. This is category 1 in table 1 below.

Besides EPDs compliant to the Belgian EPD Program, also **other EPDs** can be entered in the database if they comply to all of following requirements:

- Compliant to EN 15804 and verified by a third party verifier
- Established within one of following EPD Programs: HQE FDES, IBU, BRE EPD, AENOR, EPD International, MRPI, Eco-platform EPD

Remark: we will still randomly check the EPDs before publishing them on our database, if if verified by a third party.

3 WILL MY EPD BE USED BY THE BUILDING CALCULATOR OF THE REGIONAL AUTHORITIES "TOTEM"

Please check the document with complementary rules on www.b-epd.be on the requirements for uptake in the TOTEM tool by the regional authorities.

4 IS IT POSSIBLE TO TEST THE DATABASE TO SEE HOW IT LOOKS LIKE?

If you create an account you can start experimenting in the database for free and without any obligation until you decide to click on "send EPD for approval" to the Federal Public Services.

This can be useful to see how much information and how much time is needed to input the data.

As soon as you send it for approval, the official process starts and you will receive an invoice.

We recommend that the account you create is the one you will use officially afterwards in order to prevent having to enter the data again.

The person creating the account is the person responsible of and owner of the EPD. Once this account is created you can grant other persons access to that account.

5 HOW MUCH WILL IT COST?

There is a one-off fee of 150 EUR for creating an account.

Note: This is to be payed when the first EPD is sent for approval (so after the testing period). See §4.

Per EPD there is a fee of 200 EUR covering a period of 5 years.

Starting from the 6th EPD registered in the database the fee becomes degressive.

These fees are for registration in the database. The development of the LCA and EPD and the verification of the LCA and EPD are to be payed directly by the owner of the EPD.

6 WHAT INFORMATION IS MANDATORY TO ENTER IN THE DATABASE?

A checklist with an overview of the fields to be entered can be found here: www.b-epd.be

Note: this is the information which is to be entered digitally. The EPD document may contain more (mandatory) information. The checklist is currently under revision.

7 WHAT LANGUAGE FOR THE EPD?

The language of the EPD information entered in the database can be in Dutch, French or English.

For some fields it is possible to enter the information in multiple languages.

This is mandatory for use within TOTEM.

8 WHAT IF MY COLLEAGUE ALSO WANTS TO HAVE ACCESS TO MY DATABASE ACCOUNT?

The responsible (local admin) can give access to his account to other persons under his responsibility.

9 WHAT IMPACT CATEGORIES TO DECLARE?

Cfr. The documents NBN/DTD B 08-001 and Complementary Rules on the website www.B-epd.be

10 WHAT PCR DOCUMENT TO USE?

Please check the document specific to PCR documents on www.b-epd.be

11 I HAVE A LOT OF PRODUCTS, CAN I GROUP THEM?

Yes you can group them.

The rules laid down in the NBN/DTD B08-001 regarding variability need to be respected.

12 CAN I DECLARE MULTIPLE SCENARIOS?

Yes.

The database requests you to complete the scenario description according to EN 15804 for those modules declared.

The NBN/DTD B08-001 provides default scenarios in case you can't provide your own specific scenario's.

The database makes it possible to add multiple scenario's per module. This can be useful in following situations:

- You want to provide scenario's for different member states (e.g. EOL Netherlands, EOL Belgium, ...)
- You additionally want to provide 100% scenarios (100% incineration, ...)
- You want to provide different possibilities (e.g. transport to the construction yard can be done via road or via ship)

For a B-EPD and for use in TOTEM at least a scenario representative for Belgium needs to be declared.

13 HOW TO ENTER AN EPD IN THE DATABASE STEP BY STEP

The manufacturer¹ needs to demonstrate his interest to the Program Operator via epd@environment.be. This way we can already interact early in the process and make sure all information for compliance with B-EPD and TOTEM is clear.

Prior to the introduction and management of your EPDs the responsible has to create an account, this is an online process via www.environmentalproductdeclarations.be.

Once you have created your account:

1. Log in to the account you created and click "Create new EPD"
2. Complete the product description
3. Complete the environmental profile
4. [optional] Enter technical characteristics and/or emissions
5. Complete the production sites [remains confidential to the Federal Public Service]
6. Click "send for approval". Once you have sent an EPD for approval, the EPD is locked and you cannot change anything anymore. If we notice a mistake or error we will contact you and unlock the EPD again.
7. If we approve the EPD you receive an invoice by email.
8. Once the invoice is paid, your EPD is registered in the database.

¹ or responsible of a group of manufacturers

14 HOW TO BECOME A VERIFIER?

Persons interested to become verifier shall comply to the requirements laid down in the Royal Decree and elaborated in the reference document available here:

<http://www.health.belgium.be/nl/b-epd-verifierende-personen>

They shall introduce a file to the Federal Authorities, who will assess the candidate person regarding his/her conformity to the Royal Decree. The Federal Authorities also request an advice from an independent committee. This is also open to verifiers from other programs.

When the assessment turns out positive the person will be added to the list of registered third party verifiers after payment of a fee.

The fee is 1.600 EUR for the first period of four years. The fee for the next periods is 800 EUR.

15 WHERE CAN I FIND A LIST OF VERIFIERS?

The list with registered verifiers is published on www.b-epd.be

If you have any comments or questions to this document, please contact us