

BRE Global EN 15804 Verified EPD Scheme
General Programme Instructions
LP1013 – Rev 3.0

BRE Global	GENERAL PROGRAMME INSTRUCTIONS	Doc No:	LP1013
		Revision No:	3.0
Verification of BRE Global Type III environmental product declaration of construction products to EN 15804+A1		Date:	24 March 2017
		Page:	2 of 11- 2 -Page 2 of 11

Contents

1	Programme Scope	3
1.1	Product categories	3
1.2	Service categories	3
1.3	Geographic scope	3
1.4	Accessibility	3
1.5	EPD types	3
2	Programme Objectives	3
3	Programme Operator	3
4	Intended Audience	5
5	Involvement of Interested Parties in the Programme	5
5.1	BRE Global Governance	5
5.1.1	Governing Body	5
5.1.2	Standing Panel for Peer Review	6
5.1.3	Working Groups	6
5.1.4	Committee for safeguarding impartiality	6
6	Procedure for Definition of Product Categories	6
7	Procedure for document and data management	7
8	Data Confidentiality Management	7
9	Procedure for Development and Maintenance of the PCR	7
9.1	Contents of the PCR	7
9.2	Review Process	7
9.3	PCR Validity Period	8
10	Procedure for development of EPD and associated LCA Background Reports	8
11	Procedure for Verification of EPD	8
11.1	Verification Process	8
11.2	Competence and independence of Verifiers	9
12	Validity of EPD	9
13	Procedures for avoiding misuse of Standards and Marks	9
14	Complaints & Appeals	10
15	Funding Sources	10
16	Periodic Review of the General Programme Instructions	10
17	Programme Operation Fees	10

BRE Global	GENERAL PROGRAMME INSTRUCTIONS	Doc No:	LP1013
		Revision No:	3.0
Verification of BRE Global Type III environmental product declaration of construction products to EN 15804+A1		Date:	24 March 2017
		Page:	3 of 11- 3 -Page 3 of 11

1 Programme Scope

The BRE Global EN 15804 Verified EPD Scheme (henceforth referred to as the “Programme”) covers the development of Type III Environmental Product Declarations (EPD) for construction products in accordance with the requirements of ISO 14025 and EN 15804+A1.

1.1 Product categories

The Programme covers construction products as defined in Annex IV of the European Construction Products Regulation (305/2011/EU - CPR).

1.2 Service categories

The Programme covers ancillary services associated with construction works. Examples of such services include maintenance, repair and decoration.

1.3 Geographic scope

The Programme is global in scope.

1.4 Accessibility

The Programme is voluntary and is open to all interested parties covered by the scope defined above in sections 1.1 to 1.3.

1.5 EPD types

The Programme covers cradle-to-gate, cradle-to-gate with options and cradle-to-grave EPD for the permutations shown in Table 1.

	Single Product	Average of multiple products
Single manufacturer, single site	✓	✓
Single manufacturer, multiple sites	✓	✓
Multiple manufacturers, multiple sites	✓	✓

Table 1 - EPD Types covered by the Programme

2 Programme Objectives

The objective of the Programme is to encourage the use of products with improved environmental performance through the provision of verified transparent information contained in a Type III Environmental Product Declaration (EPD).

3 Programme Operator

The Programme Operator is BRE Global Limited - an independent, third-party approvals organisation, offering certification and verification for products, services and systems to an international market.

Address: BRE Global Limited
Bucknalls Lane
Watford
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BRE Global	GENERAL PROGRAMME INSTRUCTIONS	Doc No:	LP1013
		Revision No:	3.0
Verification of BRE Global Type III environmental product declaration of construction products to EN 15804+A1		Date:	24 March 2017
		Page:	4 of 11 - 4 -Page 4 of 11

As Programme Operator, BRE Global is responsible for:

- The preparation, maintenance and communication of the General Programme Instructions (this document)
- Development, maintenance and public communication of the BRE Global Product Category Rules (PCR) for the evaluation of construction products, and associated documents
- Review and approval of Product Category Rules PCR developed for specific construction product(s) in accordance with the requirements of ISO 14025 and EN 15804+A1, for inclusion within the Programme
- Review and approval Life Cycle Assessment (LCA) studies that have been critically reviewed to ensure compliance with the requirements of ISO 14025 and EN 15804+A1 for inclusion within the Programme.
- Development, maintenance and communication of procedures for the verification of EPD
- Commercial operation of the Programme
- Management of competence, confidentiality, independence and impartiality of Verifiers
- Ensuring the involvement of interested parties in the Programme and publishing the names of organisations actually involved in the development of the Programme
- Management of complaints and appeals
- Publication and public listing of EPD
- Public communication of this document, PCR documents and associated documents. This shall be via the BRE Global website: www.greenbooklive.com
- Public communication of verified EPD. This shall be via the BRE Global website: www.greenbooklive.com (and the ECO Platform website www.eco-platform.org subject to applicability)

BRE Global is an accredited test laboratory, UKAS number 0578. It is accredited by the United Kingdom Accreditation Service (UKAS) to:

- BS EN ISO/IEC 17024 (Conformity assessment - General requirements for bodies operating certification of persons).
- BS EN ISO/IEC 17065 (Conformity assessment – Requirements for bodies certifying products, processes and services)

BRE Global is also accredited to:

- BS EN ISO/IEC 17020 (Conformity assessment - Requirements for the operation of various types of bodies performing inspection)
- BS EN ISO/IEC 17021-1 (Conformity assessment – Requirements for bodies providing audit and certification of management systems)
- BS EN ISO/IEC 17025 (General requirements for the competence of testing and calibration laboratories)

To view BRE Global's latest, most up to date scope, please visit www.ukas.org

BRE Global	GENERAL PROGRAMME INSTRUCTIONS	Doc No:	LP1013
		Revision No:	3.0
Verification of BRE Global Type III environmental product declaration of construction products to EN 15804+A1		Date:	24 March 2017
		Page:	5 of 11 - 5 -Page 5 of 11

4 Intended Audience

EPD registered in the Programme can either be for business to consumer communication or for business to business communication (formatted according to conditions listed in ISO 14025).

5 Involvement of Interested Parties in the Programme

5.1 BRE Global Governance

The Governance structure of BRE Global includes the Governing Body, Standing Panel for Peer Review, Working Groups and the Committee for Safeguarding Impartiality. Together these bodies ensure the involvement of interested parties in the development and maintenance of the Programme.

5.1.1 Governing Body

BRE Global's Governing Body represents stakeholder interests by:

- Advising BRE Global and helping BRE Global set its strategic direction;
- Having oversight of processes and policies to ensure, as far as is reasonably practicable, that BRE Global is:
 - acting independently and impartially;
 - consulting widely;
 - operating processes correctly;
 - balancing the needs of stakeholders;
 - treating customers fairly;
 - technically rigorous; and where appropriate, make suggestions to improve policies, processes and procedures.
- Reviewing the results of internal audits, management reviews, complaints, appeals, EPD suspensions and withdrawals in order to ensure that procedures are administered in an impartial, timely and non-discriminatory manner;
- Ensuring that the Governing Body, Standing Panel, and Working Groups operate effectively;
- Approving standards, schemes and publications as appropriate;
- Advising UKAS if advice is not respected;
- Assuring themselves of the financial standing of BRE Global.

The Governing Body comprises the following members:

- BRE Global Executive Directors.
- At least one representative of:
 - building owners/users;
 - constructors and/or specialist sub-contractors;
 - designers;
 - insurers and/or regulators/enforcers; and
 - materials and product suppliers/manufacturers.
- Where appropriate, representatives of other stakeholders groups such as developers, Government, financiers, academia or non-Governmental organisations may be invited.
- Government observers (no voting rights) may also be invited to attend.

BRE Global	GENERAL PROGRAMME INSTRUCTIONS	Doc No:	LP1013
		Revision No:	3.0
Verification of BRE Global Type III environmental product declaration of construction products to EN 15804+A1		Date:	24 March 2017
		Page:	6 of 11 - 6 -Page 6 of 11

Members are appointed for a term of five years, which can be renewed any number of times. The Governing Body appoints its own Chairman to help ensure independence and impartiality. BRE Global does not pay remuneration to members and observers of the Governing Body except for reasonable travel and subsistence expenses where requested.

5.1.2 Standing Panel for Peer Review

BRE Global's Standing Panel of Experts conducts peer review of the Programme. Members of the Standing Panel are proposed by BRE Global and membership is subject to the approval of the Governing Body.

When a new version of a Programme document is ready for peer review it will be made available to the Standing Panel via BRE Global's extranet. Alternatively, BRE Global may propose any number of Standing Panel members to undertake a detailed peer review of the document. In such circumstances 'peer reviewers' may be paid by BRE Global. The choice of the 'peer reviewers' shall be agreed with the Governing Body and under certain circumstances may include additional 'subject matter experts' from outside the Standing Panel. Other members of the Standing Panel can review the document as well if they wish, but they shall not be paid to do so.

5.1.3 Working Groups

If required, Working Groups may be set up by BRE Global to assist with the development and maintenance of the Programme. Activities may include tackling a particular technical issue.

Members of Working Groups are chosen by BRE Global. BRE Global shall invite interested parties who have relevant knowledge and/or a legitimate interest in the development of the Programme and who have no material conflict of interest. Whilst it may be desirable that Members of Working Groups represent views of their organisations, this is not necessary, but the Member must make it clear who they are representing. BRE Global does not pay remuneration and do not pay travel and subsistence costs to members of Working Groups.

5.1.4 Committee for safeguarding impartiality

Being impartial, and being perceived to be impartial, is essential for a verification body to deliver verification that provides confidence. In order to establish and maintain confidence in verification services, it is crucial that decisions are based on objective evidence, and that decisions are not influenced by other interests or by other parties. To ensure the integrity of verification services, BRE Global must take steps to verify that it acts impartially at all times.

Independent members of the Governing Body also act as the Committee for Safeguarding Impartiality, to help BRE Global verify and ensure its impartiality. The functions of this committee are:

- to help maintain and help ensure the impartiality of verification services from undue influence by financial considerations or commercial activities, or other factors or parties;
- to help counteract any tendency on the part of BRE Global to allow commercial or other considerations to prevent the consistent objective provision of verification activities;
- to conduct a review, as least once annually, of the impartiality of the audit, verification and decision making processes of the verification business of BRE Global.

6 Procedure for Definition of Product Categories

For reasons of efficiency and consistency in the application of EN 15804+A1 BRE Global has chosen to create a single PCR document covering all construction products and ancillary services. The associated requirement in clause 6.6 of ISO 14025 is understood to be fulfilled by the normative requirements of EN 15804+A1.

LP1013	Rev 3	20 March 2017	© BRE Global Ltd 2017
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BRE Global	GENERAL PROGRAMME INSTRUCTIONS	Doc No:	LP1013
		Revision No:	3.0
Verification of BRE Global Type III environmental product declaration of construction products to EN 15804+A1		Date:	24 March 2017
		Page:	7 of 11 - 7 -Page 7 of 11

The product category is as defined in Annex IV of the European Construction Products Regulation (305/2011/EU - CPR), plus ancillary services associated with construction works.

BRE Global also recognises other PCR to EN 15804+A1 developed under EPD programme operators in conjunction with respective product manufacturers or trade associations (where these have been developed according to the requirements of ISO 14025 and other relevant standards).

7 Procedure for document and data management

All data and documentation supplied, generated and used as part of the programme will be managed in accordance with ISO 17020.

8 Data Confidentiality Management

Specific life cycle inventory (LCI) information supplied by or on behalf of parties seeking to verify an EPD in the Programme shall be treated as confidential. It shall however be made available in the LCA report to the independent Verifier of the EPD who in turn shall keep this data confidential. LCIA data and additional information is published in the EPD according to the selected parameters listed in the PCR document in accordance with the requirements of EN 15804+A1.

9 Procedure for Development and Maintenance of the PCR

9.1 Contents of the PCR

The PCR shall comply with the normative requirements of EN 15804+A1 Sustainability of construction works – Environmental product declarations – Core rules for the product category of construction products.

The PCR shall contain:

- the intended application
- product category definition and description
- goal and scope definition for the life cycle assessment (LCA)-based information for the product category
- details on the life-cycle stages (information modules) to be included
- procedure for inventory analysis, including the calculation rules and allocation
- the parameters for reporting of LCA data
- the way in which the parameters are collated and reported in the EPD
- instructions for producing additional environmental information
- instructions on the content and format of the EPD
- the period of validity.

9.2 Review Process

A third party panel shall review the PCR (see also section 5.1.2). BRE Global shall ensure a reasonable mix of interested party perspectives and competences in the panel.

The review panel shall at minimum consist of two members and a chairperson. The combined competences of the PCR review panel shall include:

LP1013	Rev 3	20 March 2017	© BRE Global Ltd 2017
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BRE Global	GENERAL PROGRAMME INSTRUCTIONS	Doc No:	LP1013
		Revision No:	3.0
Verification of BRE Global Type III environmental product declaration of construction products to EN 15804+A1		Date:	24 March 2017
		Page:	8 of 11 - 8 -Page 8 of 11

- General background knowledge of relevant sector, product and product-related environmental aspects;
- General background knowledge of LCA;
- Awareness of relevant standards in the fields of environmental labelling and declarations and LCA, in particular EN 15804+A1;
- Knowledge of the regulatory framework within the scope of the PCR;
- Knowledge of the programme for Type III environmental declarations.

The PCR review shall ensure that:

- The PCR has been developed in accordance with the ISO 14040 series of standards and, specifically, in accordance with the procedure in ISO 14025, clause 6.7.1, Developing the contents of a PCR document
- The PCR fulfils the General Programme Instructions
- The LCA-based data, together with the additional environmental information prescribed by the PCR, give a description of the significant environmental aspects of the products

For the BRE Global PCR, the review shall also ensure that:

- Any other aspects which BRE Global will advise prior to commencement of the peer review process.
- A review statement shall be prepared by the person chairing the PCR review panel.
- BRE Global shall finalize the PCR based on the comments and recommendations received by the review panel and shall include the review statement in the finalised PCR document.
- The first version of the PCR shall also include an additional open consultation with interested parties, facilitated through BRE Global's website: www.bre.co.uk

9.3 PCR Validity Period

The PCR shall be valid for a period of five years from the date of publication, or for one year following the revision of EN 15804+A1. Periodic review of the PCR shall consider changes in relevant information, including referenced Standards and advances in scientific understanding.

10 Procedure for development of EPD and associated LCA Background Reports

The LCA study shall be undertaken by the manufacturer, or by a party acting on behalf of the manufacturer, in accordance with the requirements of the PCR. BRE Global is able to provide generic advice on the application of the PCR and reserves the right to charge reasonable fees for doing so.

The manufacturer (or group of manufacturers) is the sole owner, and has liability and responsibility for an EPD. See EN 15804+A1, clause 5.5.

11 Procedure for Verification of EPD

11.1 Verification Process

An independent Verifier shall verify the underlying LCA and the EPD. The verification procedure shall be transparent. The independent Verifier shall complete a verification report documenting the verification process, while adhering to the obligations for data confidentiality. This report of the Verifier is a BRE Global

LP1013	Rev 3	20 March 2017	© BRE Global Ltd 2017
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BRE Global	GENERAL PROGRAMME INSTRUCTIONS	Doc No:	LP1013
		Revision No:	3.0
Verification of BRE Global Type III environmental product declaration of construction products to EN 15804+A1		Date:	24 March 2017
		Page:	9 of 11 - 9 -Page 9 of 11

controlled document and shall be available to any person upon request taking into account data confidentiality.

The verification procedure shall confirm whether the information given in the EPD accurately reflects the information in the documents on which the declaration is based. The verification procedure shall also confirm whether this information is valid and scientifically sound.

Independent verification of data from LCA, LCI, information modules and of additional environmental information shall at minimum confirm:

- conformance with the PCR
- conformance with ISO 14040 series of standards
- conformance with general programme instructions for the Type III environmental declaration
- plausibility, quality, accuracy and completeness of the LCA-based data
- quality and accuracy of additional environmental information
- quality and accuracy of the supporting information

11.2 Competence and independence of Verifiers

BRE Global appoints the Verifier. The minimum requirements for the Verifiers in terms of competence are the following:

- knowledge of relevant sector, product and product-related environmental aspects
- process and product knowledge of the product category
- expertise in LCA and methodology for LCA work
- knowledge of the relevant standards in the field of environmental labelling and declarations, and life cycle assessment, in particular EN 15804+A1
- knowledge of the regulatory framework in which requirements for Type III environmental declarations have been prepared, and
- knowledge of the Type III environmental declarations programme.

BRE Global shall maintain documented competence records for all verifiers.

Procedural checks for potential conflicts of interest shall be carried out and documented for all verifiers on a project-by-project basis.

12 Validity of EPD

After verification an EPD is valid for a maximum of 5 years from the date of issue, after which it shall be reviewed and verified. However, a change in the underlying data that is sufficient to generate a change of $\pm 10\%$ for any one of the declared parameters of the EPD shall be considered significant and in such an instance the EPD shall be recalculated and verified (EN 15804+A1, clause 9).

The manufacturer (or group of manufacturers) is the sole owner, and has liability and responsibility for an EPD and therefore shall ensure that BRE Global is notified when the EPD requires recalculation and verification.

13 Procedures for avoiding misuse of Standards and Marks

Compliance issues related to the misuse or misrepresentation of the Programme, related standards and/or marks shall be managed using BRE Global procedure PN321, available from the Programme.

LP1013	Rev 3	20 March 2017	© BRE Global Ltd 2017
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BRE Global	GENERAL PROGRAMME INSTRUCTIONS	Doc No:	LP1013
		Revision No:	3.0
Verification of BRE Global Type III environmental product declaration of construction products to EN 15804+A1		Date:	24 March 2017
		Page:	10 of 11 - 10 - Page 10 of 11

14 Complaints & Appeals

Complaints and appeals shall be handled according to BRE Global procedure PN100, available from the Programme.

15 Funding Sources

Funding for the programme development and operation is via the programme fees. BRE Global has no financial interest in, or is not financially dependent upon, any single company manufacturing the products being assessed; it is not owned, operated, or controlled by any such company.

16 Periodic Review of the General Programme Instructions

BRE Global shall review the General Programme Instructions at least every five years and within one year of any updates to the relevant EN and ISO Standards.

17 Programme Operation Fees

Information about the programme operation fees can be requested from BRE Global.

BRE Group

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BRE Trust

The BRE Trust uses profits made by BRE Group to fund new research and education programmes, that will help it meet its goal of 'building a better world together'.

The BRE Trust is a registered charity in
England & Wales: No. 1092193, and Scotland: No. SC039320.