

Environmental Choice^M Program

CERTIFICATION CRITERIA DOCUMENT

CCD-168



Product: Pens, Mechanical Pencils, and Other Writing Instruments

Introduction

Environment Canada's Environmental Choice^M Program is pleased to publish the following national certification criteria document on ***Pens, Mechanical Pencils, and Other Writing Instruments***

The Environmental Choice^M Program is designed to support a continuing effort to improve and maintain environmental quality by reducing energy and materials consumption and by minimizing the impacts of pollution generated by the production, use and disposal of goods and services available to Canadians.

Pens and mechanical pencils are widely used in North America. It was estimated that more than 90% of these instruments consist of a barrel which contains the ink cartridge or pencil lead made of virgin materials, and many are thrown away when the ink reservoir is empty. This criteria document establishes requisites for the use of recycled material in the manufacture of these products. Additionally, the criteria include requirements for these instruments to be refillable instead of disposable.

Certification under the Environmental Choice^M Program will be awarded to ***Pens, Mechanical Pencils, and Other Writing Instruments*** that demonstrate environmental leadership throughout their life-cycle and meet requirements **for reduced use of material resources and reduced waste.**

As information and technology change, the product category requirements will be reviewed and possibly amended.

It is anticipated that ***Pens, Mechanical Pencils and Other Writing Instruments*** that conform to this criteria document will apply to the Environmental Choice^M Program for verification and subsequent authority to label the qualifying product with the Environmental Choice EcoLogo^M.

Notice

Throughout this document, any reference to a standard or guideline means to its latest edition.

The Environmental Choice^M Program (ECP) reserves the right to accept equivalent test data for the test methods specified in this document.

Interpretation

1. In this set of requirements, please note the following definitions:

"barrel" means the outer casing of the pen or mechanical pencil;

"consumer" means a household, industrial or commercial establishment or institutional facility;

"post-consumer material" means a product which has served its end-use at the consumer level, has been discarded by the consumer, and would, unless diverted, enter the waste stream.

"recycled material" means post-consumer material and pre-consumer material. It does not include by-products of an industrial process that can be, and regularly are, used in either the same process, or in a different process, except that proportion that originated as post-consumer material and pre-consumer material;

"refillable" means that the pens or mechanical pencils can be filled with ink or a writing lead by the user when the original ink charge or lead core is exhausted;

"rolling average" means a technique for smoothing data, in which the mean of the previous *n* data points is calculated, where *n* refers to the time period specified for the rolling average (e.g. 3 months). For example, to calculate the rolling average for a 3 month period at the end of September, use the average for the data in July, August and September; the rolling average for October would use the data for August, September and October, and successively.

General Requirements

2. To be authorized to carry the EcoLogo^M, the *pens, mechanical pencils and other writing instruments* must satisfy the following:
 - (a) meet or exceed all applicable governmental and industrial safety and performance standards; and
 - (b) be manufactured in such a manner that all steps of the process, including the disposal of waste products arising therefrom, will meet the requirements of all applicable governmental acts, by laws and regulations including, for facilities located in Canada, the *Fisheries Act* and the *Canadian Environmental Protection Act (CEPA)*.

Product Specific Requirements

3. To be authorized to carry the EcoLogo^M, *pens, mechanical pencils and other writing instruments* must:
 - (a) in the barrel, contain at least 70% post-consumer recycled material by weight when calculated using a three-month rolling average;
 - (b) be refillable;
 - (c) be accompanied by educational information that details the availability of refill cartridges and instructions for their installation.

Verification

4. To verify a claim that a product meets the criteria listed in this document, the ECP will require access, as is its normal practice, to relevant purchasing records, quality control and production records and the right of access to production facilities on an announced basis.

5. Compliance with requirement 2(b) shall be attested to by a signed statement of the Chief Executive Officer or the equivalent officer of the licensee. The ECP shall be advised in writing immediately by the licensee of any noncompliance which may occur during the term of the license. On the occurrence of any noncompliance, the license may be suspended or terminated as stipulated in the license agreement.

Conditions for EcoLogo^M Use

6. The EcoLogo^M may appear on wholesale or retail packaging, or on the product itself, provided that the product meets the requirements in this document.
7. All licensees and authorized users must comply with the ECP's *Guide to Proper Use of the EcoLogo^M* regarding the format and usage of the EcoLogo^M.
8. Any accompanying advertising must conform with the relevant requirements stipulated in this guideline, the license agreement and the ECP's *Guide to Proper Use of the EcoLogo^M*.
9. A criteria statement appears with the EcoLogo^M whenever the EcoLogo^M is used in association with the ***pens, mechanical pencils or other writing instruments***. The intent of this statement is to provide clarification as to why the product was certified and to indicate constraints to which the certification is limited. This is to ensure no ambiguity over, or misrepresentation of, the reason(s) for certification.

The ECP suggested criteria statement wording for this product type is “Pens” or “Mechanical Pencils”. The licensee may propose other wording for the criteria statement, but any such proposed wording must be approved by the Environmental Choice^M Program.

***For additional copies of this guideline or for more information about the Environmental Choice^M Program, please contact: TerraChoice Environmental Marketing Inc.,
1280 Old Innes Road, Suite 801, Ottawa, Ontario, K1B 5M7
Telephone: (613) 247-1900, Facsimile: (613) 247-2228, Email: ecoinfo@terrachoice.com***