



## Declaration guide

How to help your customers to obtain a Nordic Swan Ecolabel licence

# Introduction

Thank you for helping your customers finding your items\*, in connection with an application to obtain a Nordic Swan Ecolabel licence.

Nordic Ecolabelling uses your information when evaluating a licence application.

If specific properties need to be shared with your customers, it is stated in the requirements. Everything else is treated confidentially by Nordic Ecolabelling.

You can also state, in the portal, which customers should be able to find and select your items.

- Please read the guide carefully before you start declaring your items.
- Use the guide when working with your declaration.
- When Nordic Ecolabelling introduces new features, this guide may be updated. Check that you have the latest version on our website.

## Contents

The process to declare item\* properties.

- Step 1: Sign in and change your password.
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- Step 3: Add your items and declare their properties.
- Step 4: Submit your declaration and notify your customer.
- Step 5: Add more items, submit your declaration, and notify your customer.

\* Item is a general term for various goods and materials. For example chemicals, laminates, glass and fabrics.

# The declaration process

How to help your customers meet the requirements to obtain a Nordic Swan Ecolabel licence.

1.  
Sign in and  
change your  
password.

2.  
Create your  
declaration  
request.

3.  
Add your  
items and  
declare their  
properties.

4.  
Submit your  
declaration  
and notify  
your customer.

5.  
Add more  
items,  
submit your  
declaration,  
and notify  
your customer.

## 1. Sign in and change your password.

**SIGN IN**

Supply Chain Declaration portal

Username

Password

[Forgot password?](#) **SIGN IN**

**Nordic Ecolabelling ©**  
Trouble logging in? Please check your username and password.  
If you need help, please contact the administrator in the country  
where your account was created.  
[Click here to contact us.](#)

4.3.0.1

Please use Microsoft Edge or  
Google Chrome as web browser.



Please sign in here:

[Supply Chain Declaration Portal](#)

The Portal Terms & Conditions  
appear the first time you log in.

## 1. Sign in and change your password.

### Terms & Conditions

**By using the site, I accept the following terms and conditions of Nordic Ecolabelling's Supply Chain Declaration portal:**

- The login credentials are personal and must not be given to another person.
- I understand that I am responsible to ensure that all the information I provide in the portal are correct and truthful.
- I am aware that Nordic Ecolabelling may change my password to avoid misuse, and that I will be informed of this immediately.
- Nordic Ecolabelling may withdraw my login credentials if I, or anyone else assigned by my company to use the portal, in any way breach these portal terms and conditions or the Nordic Ecolabelling terms and conditions for declarations.

Accept

Reject

Please note!

Never use Google translate.

You need to accept the Terms & Conditions to proceed.

# 1. Sign in and change your password.

The screenshot shows the user interface of the Nordic Ecolabelling Supply Chain Declaration Portal. At the top, there is a navigation bar with the text "NORDIC ECOLABELLING" on the left and a user profile "Jane Hanson Clarivood Inc" with a circular icon containing "JH" on the right. Below the navigation bar, there are three dropdown menus: "Declaration", "Declared Items", and "Contacts", which are highlighted with a red rectangular box. On the left side, there is a vertical sidebar with three menu items: "Declaration", "Declared Items", and "Contacts". The main content area has a heading "Welcome to Nordic Ecolabelling Supply Chain Declaration Portal" followed by a paragraph of introductory text. Below this, there is a section titled "Terms and conditions:" with a link "Terms and conditions for declarations". Further down, there is a section titled "Visit our websites for more information:" with several links, each accompanied by a small flag icon: "Ecolabel.dk", "Svanemerket.no", "Nordic-Ecolabel.org", "Joutsenmerkki.fi", "Svanen.se", and "Svanurinn.is". At the bottom of the page, there is a footer with the text "All times (UTC+01:00) Brussels, Copenhagen, Madrid, Paris unless otherwise noted", "© 2022 NORDIC ECOLABELLING, All Rights Reserved", and "4.3.0.1".

Once you have signed in, you will see this view.

Here you can find all the ongoing declarations and all declared items in your company.

You will also find information about contacts registered in your company account.

# The declaration process

How to help your customers meet the requirements to obtain a Nordic Swan Ecolabel licence

1.  
Sign in and  
change your  
password.

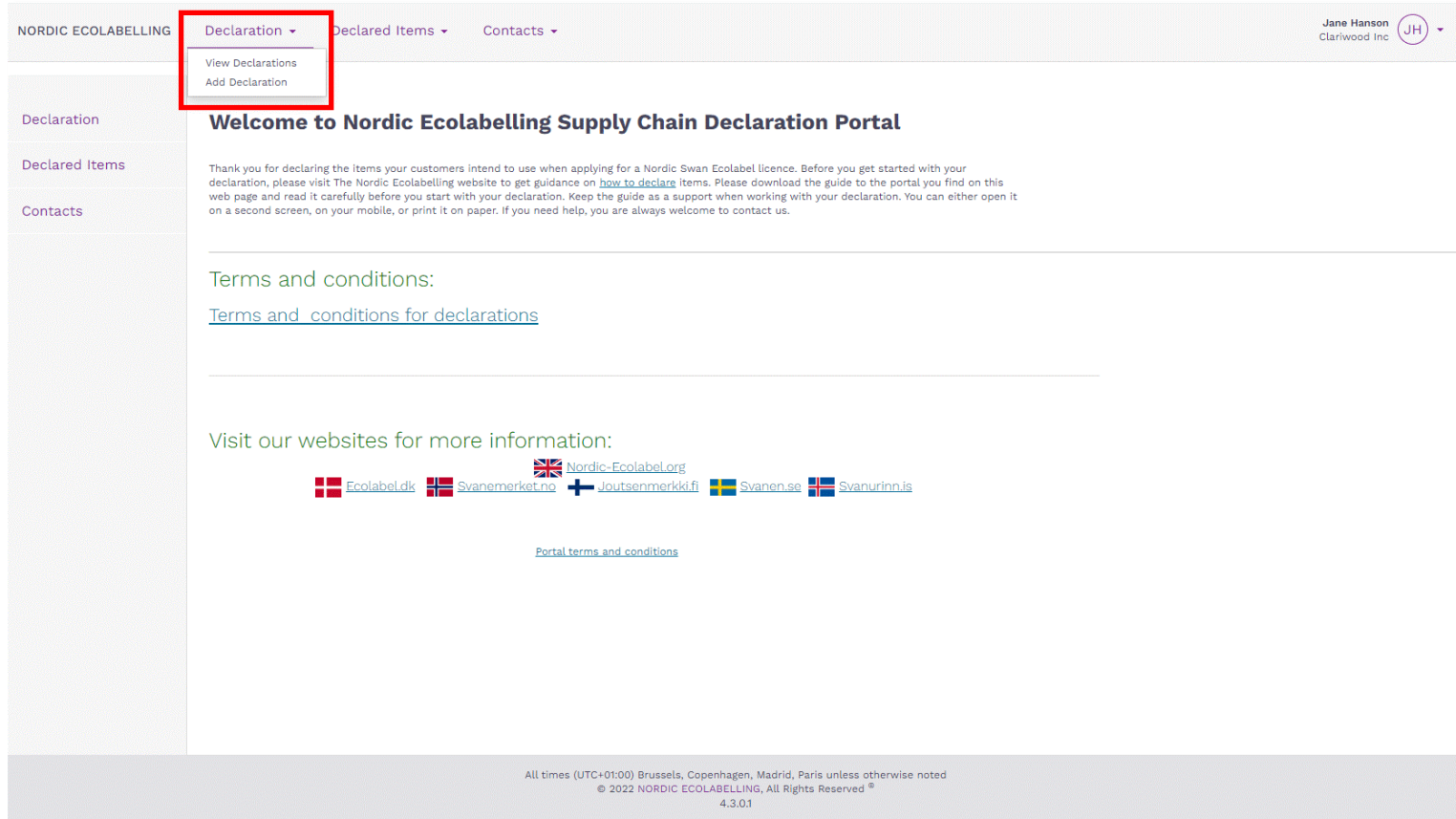
2.  
Create your  
declaration  
request.

3.  
Add your  
items and  
declare their  
properties.

4.  
Submit your  
declaration  
and notify  
your customer.

5.  
Add more  
items,  
submit your  
declaration,  
and notify  
your customer.

## 2. Create your declaration request.



NORDIC ECOLABELLING Declaration Declared Items Contacts Jane Hanson Clarivood Inc JH

View Declarations  
Add Declaration

Declaration  
Declared Items  
Contacts

### Welcome to Nordic Ecolabelling Supply Chain Declaration Portal

Thank you for declaring the items your customers intend to use when applying for a Nordic Swan Ecolabel licence. Before you get started with your declaration, please visit The Nordic Ecolabelling website to get guidance on [how to declare](#) items. Please download the guide to the portal you find on this web page and read it carefully before you start with your declaration. Keep the guide as a support when working with your declaration. You can either open it on a second screen, on your mobile, or print it on paper. If you need help, you are always welcome to contact us.

Terms and conditions:  
[Terms and conditions for declarations](#)

Visit our websites for more information:

[Ecolabel.dk](#) [Svanemerket.no](#) [Joutsenmerkki.fi](#) [Svanen.se](#) [Svanurinn.is](#)

[Portal terms and conditions](#)

All times (UTC+01:00) Brussels, Copenhagen, Madrid, Paris unless otherwise noted  
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4.3.01

Please, click **Declaration** and **Add Declaration** to create your declaration request.



## 2. Create your declaration request.

NORDIC ECOLABELLING Declaration Declared Items Contacts Jane Hansson Clariwood Inc. JH

Declarations Add Declaration

Save Sign & Create Declaration

Declaration Information

Declarant Clariwood Inc.

Declarant's Naming of Declaration Spruce Boards B till F, 12 - 30 mm

Declaration Type \* Required

Please note here the company name/your customer who is asking you to declare \*

Declarant Clariwood Inc.

Declarant's Naming of Declaration Spruce Boards B till F, 12 - 30 mm

Declaration Type \* Required

Save Sign & Create Declaration

Ecolabelling by Creating this Declaration Request

Please, ensure that you give your declaration a suitable name for your own company.

Click the arrows in the **Declaration Type** drop-down list and select:

1. **New** to start a declaration.
2. **Extension** to add an item to a declaration.
3. **Change** to update item properties in a declaration.

## 2. Create your declaration request.

NORDIC ECOLABELLING Declaration Declared Items Contacts Jane Hansson Clarivood Inc. JH

Declarations Add Declaration

Save Sign & Create Declaration

Declaration Information

Declarant  
Clarivood Inc.

Declarant's Naming of Declaration  
Spruce Boards B till F, 12 - 30 mm

Declaration Type \*  
New  
New  
Extension  
Change

Category  
Area of Declaration \*  
Area of Declaration and Generation \*

Please note here the company name/your customer who is asking you to declare \*

Declaration Type \*  
New  
New  
Extension  
Change

labelling by Creating this Declaration Request

Nordic Ecolabelling Terms and conditions accepted [terms-and-conditions-for-declarations.pdf \(nordic-ecolabel.org\)](#)

Save Sign & Create Declaration

When you select **New** in the **Declaration Type** drop-down box, a set of new drop-down boxes where you select the area you want to declare within.

Please note!

You must not select **Declaration Type New** if your company already have declared an Item in a **Category** and in an **Area of Declaration**.

Instead, please select **Extension**, and add new items to your existing declaration.

## 2. Create your declaration request.

NORDIC ECOLABELLING Declaration Declared Items Contacts Jane Hansson Valcore Byggefirma A/S JH

Declarations Add Declaration

Save Sign & Create Declaration

Declaration Information

Declarant Valcore Byggefirma A/S

Declarant's Naming of Declaration Spruce Boards B till F, 12 - 30 mm

Declaration Type \* New

Product Group Category Furniture Indoor and Outdoor, Declarations

Please note here the company name/your customer who is asking you to declare \*

Area of Declaration \*

AI0015 Wood-based Panels for Nordic Swan Ecolab...

AI0011 WPC for Nordic Swan Ecolabelled outdoor furniture, playground and park equipment (073)

AI0012 Chemicals for Nordic Swan Ecolabelled Indoor (031) and Outdoor (073) Furniture

AI0013 Plastic, rubber & silicone for Nordic Swan Ecolabelled Indoor(031) & Outdoor(073) Furniture

AI0014 Laminates for Nordic Swan Ecolabelled Indoor (031) & Outdoor (073) Furniture

AI0015 Wood-based Panels for Nordic Swan Ecolabelled Indoor (031) and Outdoor (073) Furniture

AI0016 Glass for Nordic Swan Ecolabelled Furniture and fitments (031)

AI0018 Steel for Nordic Swan Ecolabelled Indoor (031) and Outdoor (073) Furniture

Area of Declaration \*

AI0015 Wood-based Panels for Nordic Swan Ecolab...

AI0011 WPC for Nordic Swan Ecolabelled outdoor furniture, playground and park equipment (073)

AI0012 Chemicals for Nordic Swan Ecolabelled Indoor (031) and Outdoor (073) Furniture

AI0013 Plastic, rubber & silicone for Nordic Swan Ecolabelled Indoor(031) & Outdoor(073) Furniture

AI0014 Laminates for Nordic Swan Ecolabelled Indoor (031) & Outdoor (073) Furniture

AI0015 Wood-based Panels for Nordic Swan Ecolabelled Indoor (031) and Outdoor (073) Furniture

AI0016 Glass for Nordic Swan Ecolabelled Furniture and fitments (031)

We Undertake the Terms and Conditions for Declarations of Nordic Ecolabelling by Creating this Declaration Request

Nordic Ecolabelling Terms and conditions accepted [terms-and-conditions-for-declarations.pdf \(nordic-ecolabel.org\)](#)

Please, select **Product Group Category** for your declaration.

Then select **Area of Declaration**.

## 2. Create your declaration request.

NORDIC ECOLABELLING Declaration Declared Items Contacts Jane Hansson Valcore Byggefirma A/S JH

Declarations Add Declaration Save Sign & Create Declaration

Declaration Information

Declarant Valcore Byggefirma A/S

Declarant's Naming of Declaration Spruce Boards B till F, 12 - 30 mm

Declaration Type \* New

Product Group Category Furniture Indoor and Outdoor, Declarations

Area of Declaration \* AI0015 Wood-based Panels for Nordic Swan Ecolab

Area of Declaration and Generation \*

Contact Persons in your Company

Primary Declaration Contact \*

We Undertake the Terms and Conditions for Declarations of Nordic Ecolabelling by Creating this Declaration Request

Nordic Ecolabelling Terms and conditions accepted [terms-and-conditions-for-declarations.pdf \(nordic-ecolabel.org\)](#)

Please note here the company name/your customer who is asking you to declare \*

Big Beds Inc.  
Application ID nr: 54123

Please note here the company name/your customer who is asking you to declare \*

Big Beds Inc.  
Application ID nr: 54123

Please, fill in your customer's company name and **Application ID Number**.

Companies declaring chemicals, used in the production of printed matter, are asked to only write N/A in this field.

## 2. Create your declaration request.

NORDIC ECOLABELLING Declaration Declared Items Contacts Jane Hansson Clariwood Inc. JH

Declarations  
Add Declaration

Save Sign & Create Declaration

Declaration Information

Declarant  
Clariwood Inc.

Declarant's Naming of Declaration  
Spruce Boards B till F, 12 - 30 mm

Declaration Type \*  
New

Category  
Furniture declarations (indoor / outdoor)

Area of Declaration \*  
A10014 Laminates for Nordic Swan Ecolabelled Indo

Area of Declaration and Generation \*  
A10014 Laminates for Nordic Swan Ecolabelled Indo

Please note here the company name/your customer who is asking you to declare \*  
Big Bedds Inc.  
VAT Nr: 123456-7890  
Lic. nr: 3031 0000

Contact Persons in your Company

Primary Declaration Contact \*  
Jane Hansson

Primary contact for declared items \*  
Jane Hansson

Primary Declaration Contact \*  
Jane Hansson

Primary contact for declared items \*  
Jane Hansson

Save Sign & Create Declaration

Please, select a **Primary declaration contact** who is assigned responsibility for this specific declaration.

Then select a **Primary contact for declared Items**. It could be the same individual or someone else who is responsible for all the declared items on your company's portal account.

If a contact in your company is missing from the list, please select **Contacts** in the top menu and then select **Add contacts**.

## 2. Create your declaration request.

NORDIC ECOLABELLING Declaration Declared Items Contacts Jane Hansson Clariwood Inc. JH

Declarations Add Declaration

Save Sign & Create Declaration

Declaration Information

Declarant Clariwood Inc.

Declarant's Naming of Declaration Spruce Boards B till F, 12 - 30 mm

Declaration Type \* New

Category Furniture declarations (indoor / outdoor)

Area of Declaration \* AI0014 Laminates for Nordic Swan Ecolabelled Indo

Area of Declaration and Generation \* AI0014 Laminates for Nordic Swan Ecolabelled Indo

Please note here the company name/your customer who is asking you to declare \*

Big Bedds Inc.  
VAT Nr: 123456-7890  
Lic. nr: 3031 0000

Contact Persons in your Company

Primary Declaration Contact \* Jane Hansson

Primary contact for declared items \* Jane Hansson

We Undertake the Terms and Conditions for Declarations of Nordic Ecolabelling by Creating this Declaration Request

Nordic Ecolabelling Terms and conditions accepted [terms-and-conditions-for-declarations.pdf \(nordic-ecolabel.org\)](#)

Save Sign & Create Declaration

Please read the **Terms and Conditions for Declarations** carefully.

Then tick the box to confirm that your company accepts, and complies, with the **Terms & conditions**.

The **Sign & Create Declaration** button becomes dark violet and activated when the box is ticked.

Click **Sign & create Declaration** to continue.

## 2. Create your declaration request.

NORDIC ECOLABELLING Declaration Declared Items Contacts Jane Hansson Valcore Byggefirma A/S JH

Record created successfully.

Continue Declaration Save

Continue Declaration Save

Declaration information

Category

Declarant's Naming of Declaration  
Sterin&Fin

Declaration type \*  
Udvidelse

Declaration  
AI0012 0006, 1, Testkonto (Valcore), AI0012 Chemica

Area of Declaration \*  
AI0012 Chemicals for Nordic Swan Ecolabelled Indo

Area of Declaration and Generation \*  
AI0012 Chemicals

ID Number  
40601

Declaration Status  
In progress by declarant

Please note here the company name/your customer who is asking you to declare \*

ID Number  
40601

Declaration Status  
In progress by declarant

Declaration Items

Name	Type	Item status	Produktgruppe	Handelsnavn Sverige	Handelsnavn
No records are available in this view					

Contact persons in your company

Primary declaration contact \*  
Jane Hansson

Primary contact for declared items \*  
Anders Swan

Your declaration request is now created and provided with a **Declaration Number** and a **Declaration Status**.

Click **Continue declaration** to proceed and add items to your declaration.

Please note!

The number separator must be a decimal point. Never use a decimal comma.

# The declaration process

How to help your customers meet the requirements to obtain a Nordic Swan Ecolabel licence.

1. Sign in and change your password.
2. Create your declaration request.
3. Add your items and declare their properties.
4. Submit your declaration and notify your customer.
5. Add more items, submit your declaration, and notify your customer.



### 3. Add your items and declare their properties.

The screenshot shows the 'NORDIC ECOLABELLING' web application interface. The top navigation bar includes 'ITEMS', 'DOCUMENT LIBRARY', and 'MESSAGES'. The user is identified as 'Jane Hansson Clariwood Inc' with a profile icon. The left sidebar shows 'DECLARATION INFORMATION' with details for ID Number 39296, Company Name Clariwood Inc, Name Spruce Boards B till F, 12 - 30 mm, Type New, Status New, Declaration Area & Generation AI0015 Wood-based Panels for Nordic Swan Ecolabelled Indoor (031) and Outdoor (073) Furniture 1, Declaration Date, Last Updated 26-Jan-2022, and Description Big Bedds inc. Application ID nr: 54123. The main content area displays a list of items, with two 'ADD ITEM' buttons highlighted in red boxes. The first box contains a purple 'ADD ITEM' button and the text: 'Please click ADD ITEM to state the name of the Item and start declaring the properties of the item.' The second box contains a larger purple 'ADD ITEM' button and the text: 'Please click ADD ITEM to state the name of the Item and start declaring the properties of the item.' Below the text in the second box is a small downward-pointing triangle.

Click the **Add item** button, and add only the item(s) you intend to submit right now.

Declare the specific properties of each item, submit the declaration, and notify your customer.

Once your customer has confirmed that your components are correctly declared, including information that can be of use in their application, you can proceed to step 5 and add more items to your declaration.

### 3. Add your items and declare their properties.

NORDIC ECOLABELLING ITEMS DOCUMENT LIBRARY MESSAGES Jane Hansson Clarifwood Inc. JH

DECLARATION INFORMATION

NAVIGATE CONTENT

- Wood-based panels
  - Introduction
  - Areas subject to declaration for wood-based panels
    - Information about the panel
    - Prohibited and restricted tree species
    - Traceability and certification of wood raw materials
    - Chemicals used in the production of wood-based panels
    - Emission of formaldehyde
    - Chemicals in recycled materials
    - Energy consumption
  - Areas subject to declaration for surface treatments of wood-based panels
    - Chemicals used for surface treatment
    - Antibacterial substances
    - UV-curing surface treatment system
    - Quantity of applied VOC

ITEMS > DECLARATION AREA CLOSE SAVE SAVE & CLOSE

Wood-based panels

Introduction

This declaration is used by suppliers of **wood-based panels** for use in Nordic Swan Ecolabelled Furniture and fitments and for Outdoor furniture, playground and park equipment. This declaration also applies for panels made of bamboo.

Note that item name and distributor/supplier will be published for furniture companies. Either all of them if no confidentiality restriction is chosen, or only companies with special permission if confidentiality restriction is chosen.

Small details such as wedges, spacers and so on are exempted from the areas subject to declaration in this declaration.

*For background information regarding each specific area of declaration, please see the background document for Furniture and fitments, v. 5 and/or Outdoor furniture, playground and park equipment, v. 4 on Nordic Ecolabelling's website.*

Areas subject to declaration for wood-based panels

Information about the panel In progress by declarant

Please state the trade name of the item:  
Spruce Board B, 12mm 2440 mm x 1220 mm

Please select the panel's area of use:

- Both
- Furniture and fitments
- Outdoor furniture, playground and park equipment

The **Navigate content** section gives you an overview when declaring the properties of each item.

When you start declaring a property, a status icon appears in the navigation bar.

By clicking on a heading in the navigation bar, you will come to that section. You can also scroll through the text in all the sections.

By clicking on the arrows you can show and hide sections.

### 3. Add your items and declare their properties.

The screenshot shows the 'DECLARATION AREA' for 'Wood-based panels'. The interface includes a navigation menu on the left with sections like 'DECLARATION INFORMATION' and 'NAVIGATE CONTENT'. The main content area has sections for 'Introduction' and 'Areas subject to declaration for wood-based panels'. A form for 'Information about the panel' is highlighted with a red box, containing a text input field for the trade name (filled with 'Spruce Board B, 12mm 2440 mm x 1220 mm') and radio buttons for selecting the panel's area of use. The status 'In progress by declarant' is shown above the form. At the top and bottom of the form, there are buttons for 'CLOSE', 'SAVE', and 'SAVE & CLOSE', which are also highlighted with red boxes.

Please, remember to use **Save**.

Only use the **Close** button if you don't want to save any changes.

Use **Save & close** to get back to the product overview.

The first property section is where you describe and state the trade name of the item.

### 3. Add your items and declare their properties.

NORDIC ECOLABELLING ITEMS DOCUMENT LIBRARY MESSAGES Jane Hansson Clarivood Inc JH

DECLARATION INFORMATION

NAVIGATE CONTENT

- Wood-based panels
  - Introduction
  - Areas subject to declaration for wood-based panels
    - Information about the panel
    - Prohibited and restricted tree species
    - Traceability and certification of wood raw materials
    - Chemicals used in the production of wood-based panels
    - Energy consumption
  - Areas subject to declaration for surface treatments of wood-based panels
    - Chemicals used for surface treatment
    - Antibacterial substances
    - UV-curing surface treatment system
    - Quantity of applied VOC

ITEMS DECLARATION AREA CLOSE SAVE SAVE & CLOSE

**Traceability and certification of wood raw materials** | In progress by declarant

The manufacturer/supplier of the panel must have Chain of Custody certification under the FSC/PEFC schemes.

This does not apply to manufacturers that only use **recycled materials** which is not covered by FSC/PEFC CoC certification.

Is your company Chain of Custody certified by the FSC/PEFC scheme?  No  Yes

Does the Chain of Custody certification cover all the raw material used in the production of the panel?  No  Yes

Please upload a valid Chain of Custody certificate under the FSC or PEFC schemes. [MyCertificate.pdf](#)

ADD DOCUMENT REFERENCE(S)

Alternatively, please write the URL address for the valid CoC certificate via either [FSC's webpage](#) or [PEFC's webpage](#).

Please note that the manufacturer of the Furniture and fitments or Outdoor furniture, playground and park equipment where the panel is used must document that the panel they use fulfils the following requirement on certification:

A minimum of **70%** by weight of all wood raw materials (virgin/recycled material) in the panel must origin from forest managed according to sustainable forestry management principles that meet the requirements set out by FSC or PEFC Chain of Custody schemes and/or originate from recycled material (not FSC/PEFC certified).

The remaining proportion of wood raw material must be covered by the FSC/PEFC control schemes or be recycled material (not FSC/PEFC certified).

Is your wood-based panel available to buy FSC/PEFC certified?  No  Yes

Declare the properties of your items by answering the questions in each section.

When a document is requested, click **Add document reference** and connect relevant files from your **Document Library** to the section. Or upload and connect a new file.

When you are done, click the drop-down list next to the heading and change the status description from **In progress by declarant** to **Ready from declarant**.

Proceed to the next section.

### 3. Add your items and declare their properties.

The screenshot shows the 'NORDIC ECOLABELLING' web application. The top navigation bar includes 'ITEMS', 'DOCUMENT LIBRARY', and 'MESSAGES'. The user is logged in as 'Jane Hansson Clarifwood Inc.' with a profile icon 'JH'. The left sidebar contains a tree view under 'DECLARATION INFORMATION' and 'NAVIGATE CONTENT', with 'Chemicals used in the production of wood-based panels' selected. The main content area is titled 'ITEMS - DECLARATION AREA' and has buttons for 'CLOSE', 'SAVE', and 'SAVE & CLOSE'. The 'Chemicals used in the production of wood-based panels' section is marked as 'Not started'. It contains a list of requirements: 'Classification of the chemical products', 'CMR substances', 'Prohibited substances', 'Preservatives', 'Nanomaterials', and 'VOC in adhesives'. Below this list, it states: 'These requirements must be documented by the producer of the chemicals in a separate declaration.' A red box highlights a text input field with the placeholder text 'Please select the chemical products used in the production of the wood-based panel:' and a 'LOOKUP' button. Below the input field is a 'NEW MESSAGE' button. The 'Energy consumption' section is also marked as 'Not started' and contains the requirement: 'Energy consumption in the production of wood-based panels must not exceed 11 MJ/kg per panel, excluding any surface treatment.' A note at the bottom states: 'The consumption of energy, both electrical and thermal, is calculated as an annual average for either the production of the panel'.

Select items from your manufacturers in the lookup.

If you can't find a proper item, please do the following:

- Ask the manufacturer in your supply chain to declare the item for you.
- Provide them with your company name and your **Declaration ID Number**.

### 3. Add your items and declare their properties.

The screenshot shows a web application interface for declaring chemical products used in wood-based panels. The interface includes a navigation menu at the top with options: NORDIC ECOLABELLING, ITEMS, DOCUMENT LIBRARY, and MESSAGES. The user is logged in as Jane Hansson, Clariwood Inc. (JH). The main content area is titled "Chemicals used in the production of wood-based panels" and includes a search bar and a table of chemical products. The table has columns for Name, Company, and Type. Two items are listed: Kestokol D 4600 (Kiilto Oy) and PIM TEST 031 chemical (Clariwood Inc). Both items have checkboxes in the Name column, which are highlighted with a red box. The interface also includes a "10 rows per page" dropdown and a "Page 1 of 1" indicator.

Items > DECLARATION AREA > LOOKUP

**Chemicals used in the production of wood-based panels**  
Please select the chemical products used in the production of the wood-based panel:

ADD CANCEL

Search GO

Name	Company	Type
<input type="checkbox"/> Kestokol D 4600	Kiilto Oy	Adhesive for production of wood-based panels
<input type="checkbox"/> PIM TEST 031 chemical	Clariwood Inc	Adhesive for production of wood-based panels

10 rows per page Previous Page 1 of 1 Next

Tick the box to select which items from your manufacturers to use in the item you declare.

### 3. Add your items and declare their properties.

NORDIC ECOLABELLING ITEMS DOCUMENT LIBRARY MESSAGES Jane Hansson Clarifwood Inc JH

DECLARATION INFORMATION

NAVIGATE CONTENT

- Wood-based panels
  - Introduction
  - Areas subject to declaration for wood-based panels
    - Information about the panel
    - Prohibited and restricted tree species
    - Traceability and certification of wood raw materials
    - Chemicals used in the production of wood-based panels
    - Energy consumption
  - Areas subject to declaration for surface treatments of wood-based panels
    - Chemicals used for surface treatment
    - Antibacterial substances
    - UV-curing surface treatment system
    - Quantity of applied VOC

ITEMS DECLARATION AREA

CLOSE SAVE **SAVE & CLOSE**

**Chemicals used in the production of wood-based panels** Ready from declarant

Chemicals used in the production of wood-based panels must meet the requirements in Nordic Ecolabelling's criteria for [Furniture and fitments, v.5](#) and [Outdoor furniture, playground and park equipment, v.4](#):

- Classification of the chemical products
- CMR substances
- Prohibited substances
- Preservatives
- Nanomaterials
- VOC in adhesives

These requirements must be documented by the producer of the chemicals in a separate declaration.

Please select the chemical products used in the production of the wood-based panel: LOOKUP

Name	Company	Type
Kestokol D 4600	Kiilto Oy	Adhesive for production of wood-bas...

**NEW MESSAGE**

**Energy consumption** Not started

Energy consumption in the production of wood-based panels must not exceed **11 MJ/kg per panel**, excluding any surface treatment.

Your selected items from the lookup function now show up in your declaration.

You can use the **New message** button to add a comment to a declared property.

When you have changed the status to **Ready from declarant** for all the sections, please click **Save & Close**.

### 3. Add your items and declare their properties.

The screenshot shows the 'NORDIC ECOLABELLING' system interface. On the left, there is a 'DECLARATION INFORMATION' sidebar with fields for ID Number (39302), Company Name (Clariwood Inc), Name (Spruce Boards B till F, 12 - 30 mm), Type (New), Status, Declaration Area & Generation (AI0015 Wood-based Panels for Nordic Swan Ecolabelled Indoor (031) and Outdoor (073) Furniture 1), Declaration Date, Last Updated (26-Jan-2022), and Description (Big Bedds Inc. Application ID nr: 45123). The main area is titled 'Items' and contains a table with columns: Name, Type, Date Modified, and Status. The table lists several items, including 'Copy - Copy - Copy - Copy - Co...', 'Copy - Copy - Copy - Copy - Sp...', 'Copy - Copy - Copy - Spruce B...', 'Copy - Copy - Spruce Board B...', 'Copy - Copy - Spruce Board B, 12mm 2...', 'Copy - Spruce Board B, 12mm 2440...', and 'Spruce Board B, 12mm 2440 mm x 122...'. The last item is marked as 'In progress by declarant'. Action buttons for 'Open and Edit' and 'Cancel Item' are visible next to the last item. A 'PLEASE CANCEL' button and a 'DECLARATION READY' button are at the top right. A search bar with a 'GO' button is also present. A red box highlights the 'Open and Edit' button in the table. Another red box highlights a set of icons (pen, copy, and cancel) that appear in a tooltip when hovering over the 'Open and Edit' button.

Name	Type	Date Modified	Status
<a href="#">Copy - Copy - Copy - Copy - Co...</a>	Plywood	26/1/2022 20:28	New
<a href="#">Copy - Copy - Copy - Copy - Sp...</a>	Plywood	26/1/2022 20:28	New
<a href="#">Copy - Copy - Copy - Spruce B...</a>	Plywood	26/1/2022 20:28	New
<a href="#">Copy - Copy - Spruce Board B...</a>	Plywood	26/1/2022 20:28	New
<a href="#">Copy - Copy - Spruce Board B, 12mm 2...</a>	Plywood	26/1/2022 20:28	New
<a href="#">Copy - Spruce Board B, 12mm 2440...</a>	Plywood	26/1/2022 20:28	New
<a href="#">Spruce Board B, 12mm 2440 mm x 122...</a>	Plywood	26/1/2022 20:28	In progress by declarant

If you declare more than one item, and they have similar properties, you can save time by first declaring the properties of one item. Then click the copy icon to create a copy with all your documentation included.

Then click the pen icon to open each copy and change the item name and the properties that differ between the items.



### 3. Add your items and declare their properties.

The screenshot shows the 'Information about the panel' section of the Nordic Ecolabelling web application. The status is currently set to 'Ready from declarant'. The item name is 'Copy - Spruce Board B, 12mm, 2440mm x 1220 mm'. A dropdown menu is open, showing options: 'Not started', 'In progress by declarant', and 'Ready from declarant'. The 'In progress by declarant' option is highlighted. The form also includes fields for 'Please select the panel's area of use:', 'Please select type of item below.', 'Does your company wish to declare the item for parts that make up to 5%, more than 5% or more than 10% by weight of the Nordic Swan Ecolabelled product?', 'Please state the name of all tree species used (in Latin and a Nordic or English language):', and 'Is any recycled materials used in the panel?'. The 'Ready from declarant' status is highlighted in red in the original image.

When you open a copy to make the changes, you first need to change the status description, in the section you want to change, from **Ready from declarant** to **In progress by declarant**.

Then make the changes and finish by changing the status description for the section to **Ready from declarant**.

When you have declared all properties and changed the status in all sections to **Ready from declarant**, please click **Save & Close**.

# The declaration process

How to help your customers meet the requirements to obtain a Nordic Swan Ecolabel licence.

1. Sign in and change your password.
2. Create your declaration request.
3. Add your items and declare their properties.
4. Submit your declaration and notify your customer.
5. Add more items, submit your declaration, and notify your customer.

### 3. Add your items and declare their properties.

The screenshot shows the 'NORDIC ECOLABELLING' system interface. The top navigation bar includes 'ITEMS', 'DOCUMENT LIBRARY', and 'MESSAGES'. The user is Jane Hansson, Clariwood Inc. (JH). The left sidebar shows 'DECLARATION INFORMATION' with details for ID Number 39302, Company Name Clariwood Inc, Name Spruce Boards B till F, 12 - 30 mm, Type New, Status, Declaration Area & Generation AI0015 Wood-based Panels for Nordic Swan Ecolabelled Indoor (031) and Outdoor (073) Furniture 1, Declaration Date, Last Updated 26-Jan-2022, and Description Big Bedds Inc. Application ID nr: 45123.

The main area is titled 'Items' and contains a table with columns: Name, Type, Date Modified, and Status. The table lists several spruce board items, all with a status of 'Ready from declarant'. A red box highlights the 'DECLARATION READY' button in the top right corner. Another red box highlights a dropdown menu for the status of an item, with 'Ready from declarant' selected. A third red box highlights a status dropdown menu for a specific item, with 'Ready from declarant' selected.

Name	Type	Date Modified	Status
<a href="#">Spruce Board D, 25mm 2440 mm x 610...</a>	Plywood	26/1/2022 20:41	Ready from declarant
<a href="#">Spruce Board C, 25mm 2400 mm x...</a>	Plywood	26/1/2022 20:40	Ready from declarant
<a href="#">Spruce Board C, 18mm 2400 mm x...</a>	Plywood	26/1/2022 20:39	Ready from declarant
<a href="#">Spruce Board C, 12mm 2400 mm x...</a>	Plywood	26/1/2022 20:39	Ready from declarant
<a href="#">Spruce Board B, 25mm 2440 mm x 122...</a>	Plywood	26/1/2022 20:36	Ready from declarant
<a href="#">Spruce Board B, 18mm 2440 mm x 122...</a>	Plywood	26/1/2022 20:35	Ready from declarant
<a href="#">Spruce Board B, 12mm 2440 mm x 12...</a>	Plywood	26/1/2022 20:28	Ready from declarant

Please change the status of each item from **In progress by declarant** to **Ready from declarant**.

Submit your declaration by clicking the **Declaration ready** button.

Please inform your customer that you have declared your items for them.

# The declaration process

How to help your customers meet the requirements to obtain a Nordic Swan Ecolabel licence.

1. Sign in and change your password.
2. Create your declaration request.
3. Add your items and declare their properties.
4. Submit your declaration and notify your customer.
5. Add more items, submit your declaration, and notify your customer.

## 5. Add more items, submit your declaration, and notify your customer.

The screenshot shows the 'Declaration Information' section of the Nordic Ecolabelling system. The user is Jane Hansson at Valcore Byggefirma A/S. The form includes the following fields:

- Declarant:** Valcore Byggefirma A/S
- Declarant's Naming of Declaration:** Project X
- Declaration Type \*:** Extension (highlighted with a red box)
- Registration \*:** AI0010 0024, 1, Testkonto (Valcore), AI0010 Producti...
- Declaration \*:** AI0012 0002, 1, Clariwood Inc., AI0012 Chemicals for Nordic Swan Ecolabelled Indoor (031) and Outdoor (073) Furniture (highlighted with a red box)

A text box on the right contains the following information:

Please note here the company name/your customer who is asking you to declare \*

Small Beds Inc.  
Application ID nr: 94321

Buttons: Save, Sign & Create Declaration

Footer: We Undertake the Terms and Conditions for Declarations of Nordic Ecolabelling by Creating this Declaration Request

Please, select **Declaration Type Extension** to add items to an existing declaration.

Then select the declaration you will add more items to, for example AI0012.

Fill in your customer's company name and **Application ID Number**.

## 5. Add more items, submit your declaration, and notify your customer.

The screenshot shows the 'NORDIC ECOLABELLING' system interface. The top navigation bar includes 'ITEMS', 'DOCUMENT LIBRARY', and 'MESSAGES'. The user is identified as 'Jane Hansson Clariwood Inc' with a 'JH' profile icon. The left sidebar displays 'DECLARATION INFORMATION' with the following details:

ID Number	39296
Company Name	Clariwood Inc
Name	Spruce Boards B till F, 12 - 30 mm
Type	New
Status	New
Declaration Area & Generation	A10015 Wood-based Panels for Nordic Swan Ecolabelled Indoor (031) and Outdoor (073) Furniture 1
Declaration Date	
Last Updated	26-Jan-2022
Description	Big Bedds inc. Application ID nr: 54123

The main content area features two identical panels, each highlighted with a red border. Each panel contains two buttons: 'ADD NEW ITEM' and 'COPY EXISTING ITEMS'. Below the buttons, the text reads: 'Please click ADD NEW ITEM for adding a new product or click COPY EXISTING ITEM to copy from the list of your existing items'. A language dropdown menu is visible at the bottom of each panel, currently set to 'English'.

Click **Add New Item** or **Copy Existing Items** to add more items to a declaration.

## 5. Add more items, submit your declaration, and notify your customer.

The screenshot shows the 'NORDIC ECOLABELLING' system interface. The top navigation bar includes 'ITEMS', 'DOCUMENT LIBRARY', and 'MESSAGES'. The user is identified as 'Jane Hansson Clariwood Inc' with a profile icon 'JH' and a close button 'x'. On the left, a sidebar titled 'DECLARATION INFORMATION' lists details for ID Number 39296, Company Name Clariwood Inc, Name Spruce Boards B till F, 12 - 30 mm, Type New, Status New, Declaration Area & Generation AI0015 Wood-based Panels for Nordic Swan Ecolabelled Indoor (031) and Outdoor (073) Furniture 1, Declaration Date, Last Updated 26-Jan-2022, and Description Big Bedds inc. Application ID nr: 54123. The main content area contains two identical panels, each with a purple 'SELECT ITEMS' button, the text 'Please click SELECT ITEMS to choose which items to change', and a language dropdown menu set to 'English'.

If you want to make changes,  
Click **Select Items**  
to implement the changes.

## 5. Add more items, submit your declaration, and notify your customer.

The screenshot shows the 'NORDIC ECOLABELLING' system interface. On the left, there is a 'DECLARATION INFORMATION' sidebar with details for ID Number 39302, Company Name Clariwood Inc, and Declaration Area & Generation AI0015 Wood-based Panels for Nordic Swan Ecolabelled Indoor (031) and Outdoor (073) Furniture 1. The main area is titled 'Items' and contains a table of items. A 'PLEASE CANCEL' button and a 'DECLARATION READY' button are visible at the top right. A search bar and 'GO' button are also present. The table lists several spruce board items, all with a status of 'Ready from declarant'. A dropdown menu is open over the status of the last item, showing options: 'Ready from declarant', 'In progress by declarant', and 'Ready from declarant'. A red box highlights the 'DECLARATION READY' button and the dropdown menu. Another red box highlights a zoomed-in view of the status dropdown menu, showing the 'Ready from declarant' option selected.

Name	Type	Date Modified	Status
Spruce Board D, 25mm 2440 mm x 610...	Plywood	26/1/2022 20:41	Ready from declarant
Spruce Board C, 25mm 2400 mm x...	Plywood	26/1/2022 20:40	Ready from declarant
Spruce Board C, 18mm 2400 mm x...	Plywood	26/1/2022 20:39	Ready from declarant
Spruce Board C, 12mm 2400 mm x...	Plywood	26/1/2022 20:39	Ready from declarant
Spruce Board B, 25mm 2440 mm x 122...	Plywood	26/1/2022 20:36	Ready from declarant
Spruce Board B, 18mm 2440 mm x 122...	Plywood	26/1/2022 20:35	Ready from declarant
Spruce Board B, 12mm 2440 mm x 12...	Plywood	26/1/2022 20:28	Ready from declarant

When the properties of all your items are declared, please change the status of each item from **In progress by declarant** to **Ready from declarant**.

Please submit your declaration by clicking the **Declaration ready** button.

Please inform your customer that you have declared your items for them.





**Published by**

Nordisk Miljömärkning / Nordic Ecolabelling

Box 38114

SE-100 64 Stockholm

Website: [www.supply-chain-declarations.org](http://www.supply-chain-declarations.org)

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