



## GENERAL PROGRAMME INSTRUCTIONS

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EPD Programme - EPD Ireland  
Programme Operator - Irish Green Building Council

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## Revisions

Revisions to Version 1.0 – 29/06/2018 – Comprehensive changes to the fee structure in 6.3. This includes introduction of fee structure for multi variation EPD.

Version 2.0 -17/08/2021 - update to accommodate the publication of EN15804+A2:2019

Version 3.0 16/6/2025 – update to accommodate ECO Platform Standards published in December 2024 and – Comprehensive changes to the fee structure in 6.3.

## 1.0 Introduction

This document sets out how the EPD Ireland programme will be run in compliance with ISO 14025<sup>1</sup>. It also intends to follow the requirements of the Eco Platform<sup>2</sup> audit checklist for EPD programme operators and the ECO Platform Standards published in December 2024<sup>3</sup>. The document sets out the procedures for the EPD Ireland programme, the process for developing Environmental Product Declarations (EPD)<sup>4</sup>, independent review and verification of EPD, the independence and competencies of verifiers and other rules pertaining to the quality and independence of EPD, in line with the requirements of ISO 14025. This is a living document which may be developed further as the EPD Ireland evolves. The EPD Ireland programme has been developed with the financial support of the Environmental Protection Agency's (EPA) Green Enterprise programme. The Irish Green Building Council (IGBC) is the operator of and secretariat for EPD Ireland. EPD Ireland is a programme and where it is referred to as providing a service or action, this should be taken as referring to its secretariat namely IGBC.

## 2.0 General programme overview

### 2.1. Scope of the EPD Ireland programme

The scope of the EPD Ireland programme is any products permanently installed in the construction, refurbishment, fit out of buildings, and in any built infrastructure, such as road, rail and waterworks. This may include products which may be outside the scope of I.S.EN 15804<sup>5</sup> such as certain furniture and electrical equipment items which are installed within buildings.

### 2.2 Programme Objectives

The programme intends to encourage the development and use of 3<sup>rd</sup> party verified EPD in the construction sector. The objectives of the programme are to:

- Create visibility for EPD in Ireland and increase the level of awareness around Life Cycle Assessment (LCA).
- Encourage architects, engineers and other construction professionals to specify products with transparent environmental declarations.
- Encourage the use of EPD in building level life cycle assessment to EN15978<sup>6</sup> to support the reduction of environmental impacts at all stages of the building life cycle.
- Encourage suppliers to promote their transparent environmental declarations.
- Encourage manufacturers to carry out LCA on their products, develop transparent declarations, and innovate to reduce the environmental impacts of these products.

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<sup>1</sup> ISO 14025 Environmental labels and declarations - Type III environmental declarations - Principles and procedures (ISO 14025:2006,IDT)

<sup>2</sup> Ecoplatform is a group of EPD programme operators seeking to harmonise the development of EPD in Europe. <http://www.eco-platform.org>

<sup>3</sup> <https://www.eco-platform.org/our-documents.html>

<sup>4</sup> Environmental product declarations are defined in ISO 14020 and requirements, guidance and further information for EPDs are given in ISO 14025.

<sup>5</sup> In this document, references to EN15804 without a version number indicate that the reference is valid for both I.S.EN15804+A1 and I.S.EN 15804+A2 until their respective expiry dates

<sup>6</sup> EN 15978 Sustainability of construction works- Assessment of environmental performance of buildings- calculation method.

- Build the professional capacity within Ireland to carry out Life Cycle Assessment, verification of EPD, participation in national and international technical committees.

## 2.3 Programme Administration

### 2.3.1 Secretariat

The Irish Green Building Council (IGBC) will operate the programme, to be known as EPD Ireland and act as administrator. It will carry out the following duties.

- Develop and communicate the General Programme Instructions
- Ensure that the General Programme Instructions are adhered to.
- To put in place quality assurance procedures with its own staff to ensure consistency and conformity in the management of the programme.
- Monitor changes in procedure and documents and modify programme instructions as necessary.
- Ensure appropriate consultations with interested parties to maintain the credibility of the programme.
- Put in place a procedure to safeguard data handling.
- To guide and oversee the development of the Product Category Rules (PCR) documents and ensure they are updated to comply with ECO Platform Standards within the stated transition period.
- To ensure the consistency in the verification of EPD by providing verification reports and checklists.
- To ensure consistent communication of EPD by providing a common template for use.
- To oversee the appointment of competent verifiers and ensure their ongoing competence.
- To decide whether to accept an EPD for publication based on the verification, report and other documentation.
- To manage the day-to-day appointment of verifiers for verification of EPD when contacted by manufacturers.
- To manage payment system for registration of EPD
- To manage the website of the programme and database for EPD [www.epdireland.org](http://www.epdireland.org)
- To manage the membership of the technical committee.
- To liaise with international organisations with common aims to improve the quality and comparability of Type 3 labels such as Eco Platform, the European organisation of EPD programme operators.

### 2.3.2 Technical committee

A technical committee (TC) will be made up of at least 3 EPD/LCA experts to advise the secretariat on the technical aspects of the programme. A chair will be chosen by the membership of the technical committee. EPD Ireland will maintain the level of expertise by encouraging all available expertise in Ireland to participate. It will ensure the independence of the TC by ensuring a mix of organisations are represented on the TC. If necessary international expertise will be included. The technical committee will be open to any experts in LCA or EPD verification who may apply for inclusion on the committee directly to EPD Ireland. As expertise develops in Ireland EPD Ireland may limit the numbers participating in the Technical committee based on level of expertise, but will ensure rotation of membership whilst maintaining continuity. This may include setting a time limit on membership of between 3 and 5 years.

### **2.3.3 Verifier Approval Committee.**

The Verifier Approval Committee (VAC) is a sub-committee of the Technical Committee and will comprise of at least two LCA experts and a chair from the EPD Ireland secretariat. The LCA experts are not required to be verifiers but are qualified to assess the competency of applicants.

The VAC will assess the competencies of the applicant based on the criteria set out in Section 4.2 Competencies of verifiers and PCR reviewers – of this document. They will complete the Annex D– Verifier application form and assessment sheet and submit a recommendation to the Secretariat.

### **2.3.3 Programme compliance standards**

The programme is designed to comply with the following standards:

- ISO 14025 Environmental labels and declarations - Type III environmental declarations - Principles and procedures (ISO 14025:2006,IDT)
- ISO 14027<sup>7</sup> Environmental labels and declarations — Development of product category rules
- I.S.EN15804:2019+A2<sup>8</sup> - Sustainability of construction works - Environmental product declarations - Core rules for the product category of construction products
- Irish Standard Recommendation S.R. CEN/TR 16970:2016<sup>9</sup> - Sustainability of construction works Guidance for the implementation of I.S. EN 15804:2012+A1

### **2.3.4 Quality Assurance procedures for programme**

IGBC sets out the overall quality assurance standards, procedures and practices for its certification and verification programmes, in its Staff handbook – Annex A – Procedures for Quality Assurance of Certification & Verification programmes. This is intended to ensure that all employees of IGBC are familiar with the procedures and are aware of all the documents and procedures relevant to the different programmes. This sets out:

1. Quality assurance and review periods
2. Help desks, recording of queries and clarifications
3. Role of Technical Committees
4. Role of checklists and Audit procedures – Including version control of key documents
5. Role of external Auditing bodies
6. Quality control of assessors and verifiers
7. Complaints and Appeals

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<sup>7</sup> ISO 14027<sup>7</sup> Environmental labels and declarations — Development of product category rules

<sup>8</sup> I.S.EN15804:2019+A2 - Sustainability of construction works - Environmental product declarations - Core rules for the product category of construction products

<sup>9</sup> Irish Standard Recommendation S.R. CEN/TR 16970:2016<sup>9</sup> - Sustainability of construction works Guidance for the implementation of EN 15804

## 2.4 Legal liability for EPD.

Notwithstanding all of the above and the verification of an EPD by the EPD Ireland programme, the manufacturer remains the sole owner of the EPD and remains fully liable and responsible for the EPD and all statements and data therein. This is in accordance with I.S. EN 15804<sup>10</sup> clause 5.5

## 2.5 General Programme Instructions – Revision period.

The General Programme Instructions will be reviewed every two years or whenever changes are required to remain current with changes to relevant ISO and EN standards or ECO Platform Standards. The latest General Programme Instructions will always be published on the EPD Ireland website, with the version number and date.

# 3.0 Process for Developing an EPD

## 3.1 Process for the manufacturer

A company can develop an EPD by itself, if it has sufficient internal expertise, otherwise an LCA/EPD expert should be used.

Companies that wish to prepare an EPD for registration and publication shall:

- collect LCA data and other relevant environmental information according to the general programme instructions and relevant PCR document.
- process LCA information that will be needed for EPD.
- prepare an LCA report to be provided to the EPD Ireland programme verifier which will remain confidential.
- notify EPD Ireland of their intent to have the report verified as an EPD.
- pay the prescribed fee to the independent verifier appointed by EPD Ireland before verification concludes and irrespective of verification outcome.
- have the independent verifier nominated by EPD Ireland prepare a verification report in accordance with the EPD Ireland template, complete the prescribed verification checklist, and submit with the verified EPD prepared in accordance with the EPD Ireland template, to the EPD Ireland programme.
- pay the EPD Ireland registration and publication fee to have EPD Ireland published on EPD Ireland platform. [www.epdireland.org](http://www.epdireland.org)
- give notice to EPD Ireland of withdrawal or modifications to the EPD.
- give notice of technical changes to production which may impact on the EPD, eg changes of technology, changes of electricity certification or supplier, change of supplier where their EPD has been used.

## 3.2 The EPD Verification Procedure

The verification of EPD is the verification of LCA based data, additional environmental information and the information given in a single EPD according to the General programme instructions and a valid reference PCR. The verification must be carried out by a recognised verifier appointed by the EPD Ireland Programme. The scope of EPD Ireland is construction products and all EPD must comply with I.S. EN 15804. It is mandatory to use the verification checklist /report template available in Annex B

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<sup>10</sup> In this document, references to EN15804 without a version number indicate that the reference is valid for both I.S.EN15804+A1 and I.S.EN 15804+A2 until their respective expiry dates

### **3.3 Rules for data confidentiality**

EPD Ireland recognises the importance of data confidentiality to protect intellectual property rights, and competitiveness of the manufacturer. Confidential data is not made public. The declaration only provides data aggregated over the full or relevant parts of the life cycle. Data that is identified as confidential that is provided during the verification process shall be kept confidential. Verifiers shall not disseminate or retain for use any information disclosed to them during the course of the verification other than for the purpose of maintaining the EPD.

IGBC has an internal policy for data confidentiality that is accessible at the following link:  
<https://www.igbc.ie/privacy-policy/>.

IGBC has updated its internal procedures to comply with the General Data Protection Regulation which came into force on 25<sup>th</sup> May 2018. This will ensure that all data retained from the programme will be secure and protected.

### **3.4 Validity period of EPD**

The period of validity for an EPD is set in the PCR. This is set at five years for construction products compliant with I.S. EN 15804 after which the EPD should be revised and reissued. If there is no significant change to the underlying data, then the EPD does not need to be re-calculated, but should be reissued. A significant change is deemed as a change in the underlying data for any of the parameters of the EPD of greater than +/-10%

### **3.5 Corrections or amendments to existing EPDs**

An organisation may need to correct or amend information in its EPD during the period of validity. This may be due to a change in the technical properties of the product or input data, which would substantially affect the results of the EPD. In such cases new inventories and calculations must be provided.

The EPD owner should provide notice to EPD Ireland of the intention to modify the EPD. The original verifier if available will carry out a check on the changed information for an agreed time-based fee. A notification of changes in the declaration will be issued by the verifier to EPD Ireland. A revision number will be given for the revised EPD. All changes from the previous version of the EPD will be noted and explained in the revised EPD.

### **3.6 Verification of Tools to reduce the effort for EPD Production**

Various tools can be developed or are available “off the shelf” to reduce the effort for EPD production. ECO Platform provides guidance for tool verification as part of the ECO Platform Standards which shall be used to verify tools within EPD Ireland. However, EPD Ireland does not accept Integrated EPD/LCA tools for verification. Verification of EPD from tools must ensure that all aspects of the LCA and each EPD are compliant. This can be done using pre-verification of tools according to the ECO Platform Standards, where various aspects can be verified within the tool and as they are fixed within the tool, can be considered as pre-verified within the EPD produced from the tool. Any tools pre-verified through EPD Ireland must provide a copy of the tool verification report to EPD Ireland which will be passed on to any verifier verifying EPD produced by the pre-verified tool. Any EPD produced using the pre-verified tool must still be verified and registered through EPD Ireland with the verification fee based on the time needed for the verification based on the hourly rate assuming that there is a reduced time to verify.

### 3.6.1 Use of pre-verified tools from other EPD Programmes

Where tools have already been pre-verified by an audited ECO Platform member programme (so resulting EPD include the ECO EPD Logo), in principle these will be accepted for use on a case by case basis within EPD Ireland provided:

- there is proof of verification through the EPD programme;
- the verification report for the tool shall be provided so it is clear which aspects have been pre-verified and which need to be verified for each EPD;
- the tool shall be adapted to comply with the EPD Ireland PCR (e.g. the default scenarios) and any adaptations to the tool shall be pre-verified within EPD Ireland or verified for each EPD;
- Any EPD produced using the pre-verified tool must still be verified and registered through EPD Ireland with the verification fee based on the time needed for the verification based on the hourly rate.

## 4.0 Procedure for review and independent verification

For an EPD to be credible, it must be verified by an independent and competent verifier with no direct connection to the producer who is creating the EPD.

### 4.1. Independence of verifier

The verifier will remain fully independent from both the party commissioning the EPD and their LCA practitioner. The verifier will be competent to verify the EPD. Verifiers are not employees of EPD Ireland. EPD Ireland will appoint a verifier from a pool of verifiers on a rotation basis or based on specialised competencies. The EPD Ireland programme will ensure independence by the following measures:

- Verifier should state any previous relationship with the manufacturer before appointment. Based on this information EPD Ireland may choose to confirm appointment or proceed to appoint alternative verifier.
- A verifier may choose not to accept appointment if they are not available or where they do not have the technical qualifications to assess the particular product. In this case the next verifier on the rotation list may be appointed.
- The manufacturer will pay the appointed verifier based on EPD Ireland scale of fees in advance of completion of verification.
- The scale of fees is agreed with all verifiers working for the EPD Ireland programme. This is to prevent negotiation of fees between manufacturer and verifier and avoid risk of financial pressure by the manufacturer on the verifier.
- All verifiers are required to report back to EPD Ireland secretariat where conflicts arise with the manufacturer or their LCA consultant.
- EPD Ireland will refer technical issues to the Technical Committee and will provide mediation in all other conflicts.
- Where a pre-verified tool is used for the creation of an EPD the verifier should be independent of the EPD tool provider.

## 4.2 Competencies of verifiers and PCR reviewers

IGBC shall only use verifiers and PCR reviewers who demonstrate competence to the Verifier Approval Committee (VAC). See section 2.3.3 Verifier Approval Committee of this document.

IGBC may invite candidates to submit on an annual rotation an application to VAC to be registered as a national verifier under the EPD Ireland programme. The intention is that there should be a panel of at least 5 verifiers.

Acceptance as an EPD verifier under the EPD Ireland programme will be based on the following criteria.:

- knowledge of relevant standards in the fields of LCA (ISO 14040-14044) and EPD (ISO 14025, I.S. EN 15804 +A1, EN15804 +A2 , CEN/TR16970, ISO 21930)
- knowledge of the relevant regulatory framework
- knowledge of relevant construction sector, product and product-related environmental aspects
- process and product knowledge of the product category
- knowledge of the program rules of the EPD Ireland programme.
- Practical experience in LCA (ISO 14040-14044)<sup>1112</sup>, EPD (ISO14025, I.S. EN 15804, ISO 21930<sup>13</sup>) and of construction branch and products / industry.
- Academic qualifications in a relevant discipline.
- Documented experience of carrying out review of published EPD.
- Mutual recognition through other audited ECO Platform EPD programme.
- Successful completion of a number of published EPD.

Additional experience.

- Experience of auditing.
- Processes for managing confidential data and the verification process.

EPD verifiers will be expected to maintain competence by

- Maintaining communication with the EPD Ireland programme and attending any online meetings regarding updates to the programme or the relevant international standards.

Where the programme accepts verifiers who do not have experience carrying out EPD verification their first two EPD verifications shall be reviewed by an experienced verifier.

IGBC shall maintain and update the list of verifiers on the EPD Ireland platform. Any expert who wishes to be included on this list will apply to the EPD Ireland Programme. An application form is provided in Annex D. This also includes the form to be completed by the Verifier Approval Committee for each candidate.

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<sup>11</sup> ISO 14040:2006 - Environmental management - Life cycle assessment - Principles and framework.

<sup>12</sup> ISO 14044 :2006 - Environmental management — Life cycle assessment — Requirements and guidelines

<sup>13</sup> ISO 21930:2007 – Sustainability in building Construction- Environmental declaration of building products

#### **4.2.1 Verifiers for pre-verification of Tools**

In addition to being an approved verifier within EPD Ireland, verifiers approved to pre-verify tools shall have at least five year's experience of verifying EPD within an audited ECO Platform EPD Programme and have a good understanding of the ECO Platform Tool Verification Guidelines. This competence will be checked by the Verifier Approval Committee (VAC) before providing their approval of the verifier.

#### **4.3 Consistency of EPD verification**

All EPD verifiers are subject to peer review. This is to improve consistency in verification and use of report templates and checklists.

To ensure the consistency of EPD the first EPD verifications in the programme will be reviewed by technical committee, another verifier or experienced verifier mentor. The mentor verifier will also be appointed by IGBC. This ensures that verification expertise is built in the local market.

All verifiers on EPD Ireland must agree to attend one online meeting per annum to ensure changes in the programme are communicated and to raise any issues with the consistency of the verifications, or changes to standards

#### **4.4 Communication of changes in PCR to verifiers.**

IGBC will communicate new developments in EPD standards to verifiers and ensure that new developments are included in program rules and PCRs. All updated PCRs will be located on the EPD Ireland platform. Communication will be by email or communicated in online meetings.

#### **4.5 Removal as EPD verifier from programme**

The VAC may remove verifiers from the programme for a number of reasons such as the following:

- Where the verifier is no longer active and has neither verified or published any new EPD in any programme in the previous 12 months.
- Where the verifier is not deemed sufficiently competent following audit or review of work.
- Where the verifier is guilty of gross professional misconduct.

VAC will notify the verifier in writing of the intention to remove them from the panel in advance of the removal, and provide a reason for the removal.

The appeal process for verifiers who are notified of an intention to be removed from the panel of verifiers, will be based on the overall policy for complaints and dispute resolution.

#### **4.6 Complaints and dispute resolution procedure**

In cases of dispute between the manufacturer, their LCA practitioner, and verifier during the verification process or thereafter they shall notify EPD Ireland. EPD Ireland shall attempt to resolve this informally, between the parties. If the party still wishes to make a formal complaint or seek formal resolution, they shall notify EPD Ireland of this intention. EPD Ireland will inform them of the process, and on receipt of formal written notification of the complaint will inform the complainant of the proposed action and seek to resolve the dispute within a reasonable period.

IGBC sets out its policy and procedures for managing complaints and appeals in its *Internal Staff Handbook Annex A – Quality assurance procedures for managing verification and certification programmes*.

## 5.0 Product Category rules (PCR)

Product category rules are the compilation of specific rules, requirements, and guidelines to be used to create an Environmental Product Declaration (EPD). The EPD Ireland programme divides PCR into two parts: A and B.

- Part A contains the life cycle assessment calculation rules for all product subgroups, which are developed and maintained by EPD Ireland programme Technical Committee. As the scope of this programme is construction products, I.S.EN 15804:2012+A1, I.S. EN 15804:2019+A2 and S.R. CEN/TR 16970:2016 with national parameters addendum form the overarching PCR. See Section 5.3.1 and annex A
- Part B regulates specific product subgroup requirements. These are only developed when there is a requirement by a manufacturer or trade group for more specific rules for a particular product type. EPD Ireland will moderate the development of these PCR if these are deemed to be necessary.

### 5.1 Interested parties and Involvement of Interested parties

Throughout the Product Category Rules (PCR) development stage EPD Ireland will strive to achieve consensus in the process.

IGBC shall ensure that the development of PCR is open for consultation for interested parties including industry, government agencies, trade organisations, manufacturers, LCA consultants, sustainability experts and academic organisations. The period of consultation shall not be less than two months. Relevant documents will be published on the IGBC / EPD Ireland website and interested parties will be notified.

Those who wish to be included on a list of interested parties should contact EPD Ireland directly so that they can be notified of consultations by email or other means.

### 5.2 Development of product-specific PCRs -PCR Expert review panel

The following procedures shall be used in developing product-specific PCR:

- Industry or other group seeking development of PCR will notify IGBC/EPD Ireland of intent to develop a product-specific PCR, and will provide clear reasons as to why existing PCR cannot be used.
- EPD Ireland will assess the need for the product specific PCR in consultation with international programmes including ECO Platform.
- If agreed that new product-specific PCR is required, IGBC/EPD will appoint a moderator who will ensure adequate LCA technical expertise available within the PCR development committee
- Notify as many interested parties of the intent to develop the product-specific PCR
- Ensure a review of existing PCR already on the ECO Platform register is carried out.
- Moderator will seek to achieve consensus on a draft product-specific PCR
- Moderator and secretariat will develop and check the draft for consultation and invite any external technical expertise where there is deemed to be lack of sufficient expertise in the committee on any particular issue.
- The draft PCR will be published on the EPD Ireland website for a minimum of two months and submissions will be invited from interested parties.

- PCR committee will review comments from consultation and agree to incorporate where appropriate and create a final draft PCR to undergo a formal PCR review process.
- EPD Ireland will establish an expert PCR review panel to review the final product-specific PCR draft. This will comprise of at minimum 2 experts and one chair also an expert. They must meet all the standard of competence set out in section 4.2 and may include representatives from international programmes.
- The PCR review panel will provide comments on the PCR documents, which will be reviewed by the PCR committee.
- The final PCR document with amendments, will include a page signed by the chair of the PCR expert group with any additional comments or recommendations.
- This final document will be published on the EPD Ireland website.

## 5.3 Product Category Rules in detail

### 5.3.1 PCR Part A – Core Rules

The core PCR part A requires EPD under the EPD Ireland programme to comply with I.S. EN 15804 and SR CEN/TR 16970:2016 which sets out further guidance for the adaptation of I.S. EN 15804 at a National level. A short addendum to this document: "*Annex A: Product Category Rules: Part A, Implementation and use of I.S.EN15804and CEN TR 16970:2016 in Ireland*", provides additional requirements, particularly concerning the following aspects:

1. Environmental impact categories that are mandatory for use in the environmental impacts in the Environmental Product Declarations (EPD).
2. Resource use categories that are mandatory for inclusion in the EPDs.
3. Types of EPD that may be published in the EPD Ireland programme
4. Life cycle stage modules that are mandatory for inclusion in the different types of EPD.
5. Default values for use in calculations for particular modules

### 5.3.2 PCR Part B

If a PCR Part B for a product subgroup is needed, it should be first established whether there is already an existing EN 15804-compliant complementary PCR (cPCR) for this sector through CEN Product TCs or through another international programme. Complementary PCR developed by CEN Product Technical Committees can be found by searching for current European standards including the phrase, "product category rules" in the title via National Standards bodies and checking that EN 15804 is listed as a normative reference.

The Hierarchy for deciding which PCR should be used should be in this order, moving to the next if not available in the first:

1. PCR developed by CEN Product Technical Committees compliant with the version of EN15804 with which the EPD will be compliant
2. PCR developed by CEN Product Technical Committees compliant with a different version of EN15804
3. PCR on Eco platform register of PCR compliant with EN15804 (when available)
4. PCR from other Programme Operators Eco platform members compliant with EN15804

IGBC shall consult with European Programme Operators who are members of Eco Platform before agreeing to development of new PCR. This is intended to reduce unnecessary duplication of PCR, which creates problems with harmonisation of EPD across Europe.

If it is necessary to create a Part B PCR, EPD Ireland will follow ISO 14027 for the creation of Product category rules, moderate its development and convene an Expert Review Panel, to review the PCR.

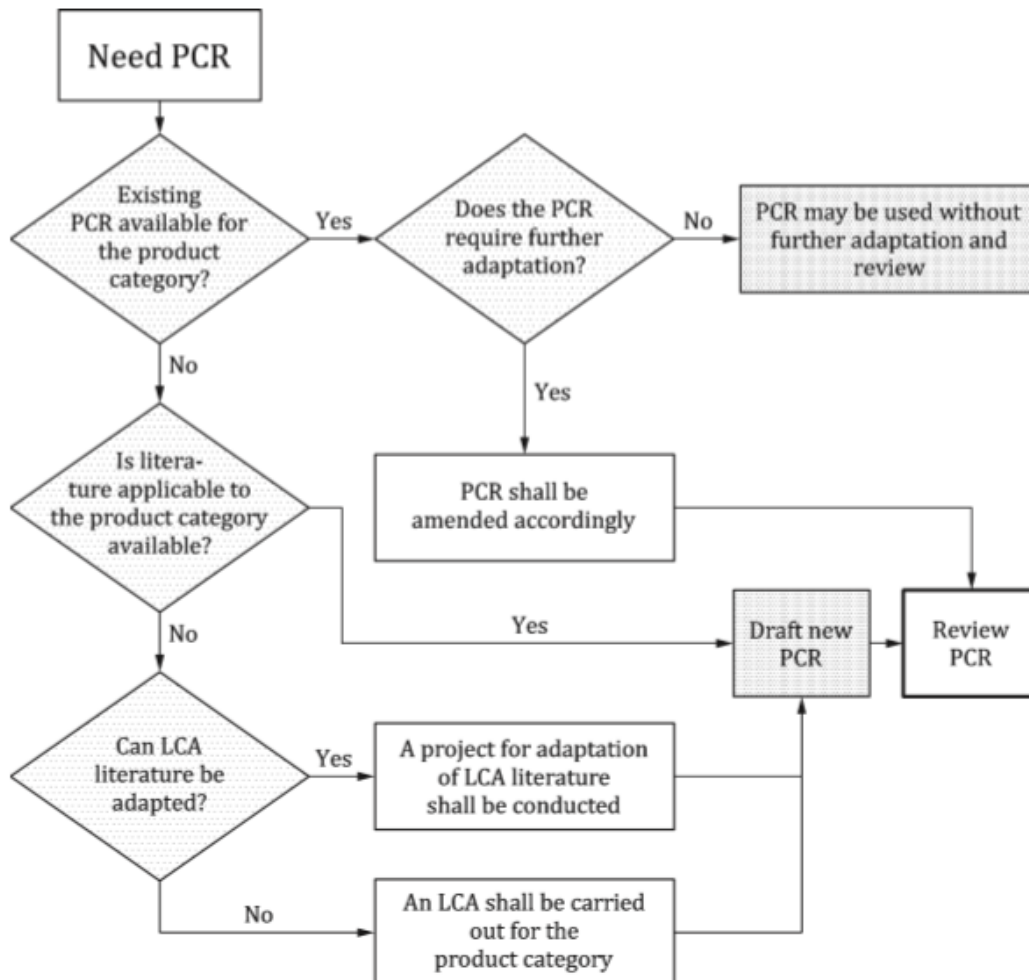


Figure 1. Guidance on the development of PCR – ISO 14027

### 5.3.3 PCR register

IGBC shall maintain an updated register of any PCRs that are created by the EPD Ireland programme or are adapted from other programmes on the EPD Ireland platform.

### 5.3.4 Validity period of Product Category Rules.

The Validity period of Product Category Rules is set out in I.S. EN 15804.

## 6.0 Publishing of EPD

### 6.1 EPD Ireland Platform

All verified EPD developed under the EPD Ireland programme will be published on the EPD Ireland platform located at the domain name [www.epdireland.org](http://www.epdireland.org) as PDFs. This platform will comprise information pages on the programme and a freely searchable EPD database. The programme is transitioning to a cloud based platform for verification and publication. This will allow a digital ILCD +EPD format EPD to be simultaneously generated and published from the same template as the PDF. The digital EPD will automatically be published on the ECO Portal of the ECO Platform. This is to assist the integration of the data into tools such as Building Level LCA calculators or other analysis tools.

The platform allows the user to search for EPD using various filters under different product sub groups, programme operator, manufacturer, compliance with EN 15804 etc. A new filter will be added for EN15804 +A2 EPD.

### 6.2 EPD template

EPD Ireland will provide branded templates that can be used in the creation of the EPD under the Irish EPD programme. This follows the requirements of the relevant version of I.S. EN 15804 and is based on the Eco Platform best practice template. It sets out the order in which the information must be provided. This includes requirements on how the LCA results are displayed, declaration of modules etc. Manufacturers may use the EPD Ireland templates, or they may use their own; however, any alternative template must fully comply with the EcoPlatform template requirements.

The EPD Ireland template is integrated into an approved online EPD Generator platform, allowing the LCA consultant to input all relevant information directly. Any modifications to text, logos, branding, or other details can be made by the LCA consultant at any time before the EPD is verified. Once all the information is finalized and accurate in the platform, the EPD Ireland verifier will verify the EPD generated by the platform. Upon approval by the verifier, the EPD will be automatically generated as a PDF for publication.

Where the online EPD generator platform is not possible to use, EPD Ireland will provide a template in an Excel or InDesign format. The LCA consultant can provide the final version of the EPD in either format. If provided in an Excel template, then EPD Ireland will convert to the InDesign format free of charge. However, any changes required to this will be at the cost of making the changes. Therefore, any issues to do with text, logos, branding etc must be agreed between the LCA consultant and the manufacturer to avoid additional costs.

### 6.3 Fees

The manufacturer should allow for the following fees when assessing the full costs of developing and publishing EPD under the programme.

- 1) **LCA consultant** – these are fees paid to the manufacturer’s own consultant – These are not set by EPD Ireland and need to be negotiated by manufacturer.
- 2) **Verifier Fees**- set fees for verification of the LCA report to be paid directly to the verifier appointed by EPD Ireland.

- 3) **Publication fees** – Set fees set by EPD Ireland – to be paid directly to EPD Ireland/IGBC to create EPD from the LCA report.

### 6.3.1 EPD Verification fees

The producer of the EPD will pay the designated fee to the verifier appointed by IGBC for verification based on the scale of fees set by the programme.

Where a pre-verified tool is used to create the EPD the reduced time for the verifier will be reflected in the verification fee. This will be agreed in advance based on the projected hourly rate for verification.

The EPD verification fees are outlined below. Please note that all fees exclude VAT.

1 EPD	2 EPD	3 EPD	Additional EPD
€1700.00	€1,850.00	€2000.00	+ €100.00

Failure to pay the verification fee within 45 days of publication will lead to withdrawal of the EPD from EPD Ireland Programme.

Where EPD are for more complex products such as HVAC equipment are to be verified, these fees may be higher. In this case EPD Ireland will agree a fee scale with the manufacturer and the verifier.

The verification fees assume that the Life Cycle Assessment consultant presents all of the required information in the correct format. The LCA consultant must be fully familiar with both EN 15804 and CEN TR 16970: 2016, and the EPD Ireland PCR. They should also use the verifier checklist to ensure that they have met all the mandatory requirements of the verification prior to submitting the LCA report. This avoids iteration during the verification.

The information may be acceptable to be verified in two stages

- a) The LCA report.
- b) EPD can be submitted to be checked based on verified EPD.

Where LCA consultant continually fails to meet the requirements set out in the standards and in the verifier checklist requiring excessive iteration of the verification then additional fees may be applied based on an hourly rate of €100 for the additional time.

These may only be applied in agreement with the EPD Ireland.

### 6.3.2 EPD Registration and publishing fees

A publication and registration fee will be charged for the processing and publishing of the verified EPD on the EPD Ireland Platform. This includes the cost of appointing the verifier and overseeing the verification process, generating the EPD online with the EPD Generator platform or processing the EPD into a the standard EPD Ireland graphic design format, register the EPD on ECO Platform and hosting the EPD and the proper administration of the EPD Ireland programme.

This fee is paid directly to IGBC. Publication fees must be paid upon the EPD registration and before the EPD is published. The fees are calculated per product reflecting the fact that each product will be generated as a singular EPD, independently if may be identical in all respects apart from density or thickness of product and assumes minor changes between EPD.

If an EPD is published before the manufacturer has paid the registration and publication fee, failure to pay the fee within 45 days of publication will result in the withdrawal of the EPD from the EPD Ireland Programme.

Note that all below fees exclude VAT.

EPD Ireland Programme Operator offers different prices for IGBC members and non-members. IGBC also offer discounted rates for IGBC members based on their level of membership.

These are set as follows:

### 1. Price for IGBC Members

Number of EPD registered at same time	Registration fee
1	€1400.00
2	€1700.00
3	€2000.00
4	€2300.00
5 <sup>th</sup> – 10 <sup>th</sup>	Add €200 for each additional EPD
11 <sup>th</sup> – 100 <sup>th</sup>	Add €150 for each additional EPD
101 <sup>st</sup> -200 <sup>th</sup>	Add €100 for each additional EPD
201 <sup>st</sup> and above	Add €70 for each additional EPD

Annual hosting rights for IGBC members will be free of charge provided that the IGBC membership level fee is greater or equal to the hosting fees listed below.

EPD Hosting Fee	
Up to 5 EPDs	€ 500.00
up to 10 EPDs	€ 1,000.00
up to 15 EPDs	€ 1,500.00
more than 16 EPDs	€ 2,000.00

Failure to pay the hosting fees will lead to withdrawal of the EPD from EPD Ireland Programme.

Additionally, the members discount is set as:

Discounts	
Standard	0%
Silver	5.00%
Gold	10%
Platinum	15%

### 2. Price for IGBC non-members

Number of EPD registered at same time	Registration fee
1	€1400.00
2	€1700.00
3	€2000.00

4	€2300.00
5 <sup>th</sup> – 10 <sup>th</sup>	Add €200 for each additional EPD
11 <sup>th</sup> – 100 <sup>th</sup>	Add €150 for each additional EPD
101 <sup>st</sup> -200 <sup>th</sup>	Add €100 for each additional EPD
201 <sup>st</sup> and above	Add €70 for each additional EPD

Annual hosting rights for IGBC non-members will be charged as follows:

EPD Hosting Fee	
Up to 5 EPDs	€ 500.00
up to 10 EPDs	€ 1,000.00
up to 15 EPDs	€ 1,500.00
more than 16 EPDs	€ 2,000.00

Failure to pay hosting fees will lead to withdrawal of the EPD from EPD Ireland Programme.

### 3. Other services

Fees for reissuing EPDs due to data modifications or minor changes (such as typographical errors, updated images, etc.) will be applied as follows:

Other services	
EPD Re-issue (change in EPD data)	€ 100.00
EPD minor changes (typing mistakes, change of picture, etc)	€ 30.00

### ECO Platform EPD Logo



It is now required that all EPD issued by ECO Platform programme operators now carry the ECO Platform logo. The additional costs are integrated into the fee structure.

## 7.0 Auditing of EPD Ireland programme

IGBC is a member of ECO Platform the organisation of European EPD programme providers. To ensure quality and harmonisation of EPD programmes, Eco platform carries out audits on its members' programmes before they can use the Eco Platform label. IGBC successfully passed the first audit by ECO Platform in 2018 and is recognised as an Established ECO EPD Programme and is entitled to use the logo "ECO EPD" in accordance with the settled rules.

## 8.0 Use of EPD data in building level assessment.

EPD are normally published as PDF documents. To make the data more useable all EPD will be published in digital ILCD +EPD format from early to mid 2021. This allows the integration of EPD into a database that can then be accessed by tools carrying out Building Level life cycle assessment to EN 15978.

IGBC intends to work with ECO Platform on harmonisation of digital EPD for use in Building Information Modelling (BIM) tools.

## 9.0 References

1. ISO 14025 Environmental labels and declarations - Type III environmental declarations - Principles and procedures (ISO 14025:2006,IDT)
2. Ecoplatform are the organisation of EPD programme operators in Europe seeking to harmonise the development of EPD. <http://www.eco-platform.org>
3. EN 15978 -Sustainability of construction works- Assessment of environmental performance of buildings- calculation method.
4. ISO 14027 Environmental labels and declarations — Development of product category rules
5. I.S. EN 15804:2012+A1 - Sustainability of construction works - Environmental product declarations - Core rules for the product category of construction products
6. I.S. EN15804:2019+A2 - Sustainability of construction works - Environmental product declarations - Core rules for the product category of construction products
7. Irish Standard Recommendation S.R. CEN/TR 16970:2016 - Sustainability of construction works Guidance for the implementation of EN 15804
8. ISO 14040:2006 -Environmental management- Life cycle assessment- Principles and framework.
9. ISO 14044 :2006 -Environmental management — Life cycle assessment — Requirements and guideline
10. ISO 21930:2007 – Sustainability in building Construction- Environmental declaration of building products.

## Annex

Annex A – Core PCR Part A

Annex B – Verification Report and Checklist

Annex D– Verifier application form and assessment sheet