

Nordic Ecolabelling for
Grocery stores



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This document is a translation of an original in Norwegian. In case of dispute, the original document should be taken as authoritative.

Addresses

In 1989, the Nordic Council of Ministers decided to introduce a voluntary official ecolabel, the Nordic Swan Ecolabel. These organisations/companies operate the Nordic Ecolabelling system on behalf of their own country's government. For more information, see the websites:

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It may be quoted from provided that Nordic Ecolabelling is stated as the source.

What is a Nordic Swan Ecolabelled grocery store?

A Nordic Swan Ecolabelled grocery store has a holistic approach to its environmental activities. It concerns everything from the store's range of products and energy use to how efficiently the store sorts its waste and tries to minimize its food waste.

A Nordic Swan Ecolabelled store:

- Has a good selection of ecolabelled and organic products in its assortment
- Is operated energy efficiently to minimize the effect on the climate
- Has a focus on sorting of waste and on minimizing food waste to spare the resources of the planet.

Why choose the Nordic Swan Ecolabel?

- The grocery store may use the Nordic Swan Ecolabel trademark in its marketing. The Nordic Swan Ecolabel is a very well-known and well-reputed trademark in the Nordic region.
- The Nordic Swan Ecolabel is a cost-effective and simple way for the grocery store to communicate its environmental work and commitment to customers and suppliers.
- An environmentally conscious business often has lower costs, due to reduced energy consumption and less waste, for example.
- More eco-aware operations prepare the grocery store for future environmental requirements.
- Environmental issues are complex. It can take a long time to gain an understanding of a specific area. Nordic Ecolabelling can be seen as an aid in this work.

What can carry the Nordic Swan Ecolabel?

Stores that have a broad range of products in several product groups, and where groceries account for more than 50% of sales, can apply for the Nordic Swan Ecolabel. The grocery store may be a single store, part of a larger chain or an online store.

Retail chains may apply for a chain licence for their business. In this context, a chain is defined as stores sharing the same concept/name/brand that, or in its marketing, differentiates itself from other kinds of store partnership. All stores need to be located in the same Nordic country. The individual stores in a chain must have:

1. a partnership on purchasing
2. a joint agreement between stores on compliance with the requirements of Nordic Ecolabelling
3. joint registration of data relevant to the criteria

Retail chains can market themselves as a Nordic Swan Ecolabelled chain if at least 90% of the chain's stores are included in the licence. Only the stores that are included in the chain licence may market themselves as a Nordic Swan Ecolabelled store. Retail chains that have less than 90% of their stores included in the licence may market the individual store as Nordic Swan Ecolabelled, but cannot call themselves a Nordic Swan Ecolabelled chain.

A group of stores can apply for a licence together. It may be a collaboration of selected stores within a chain, or an association of stores with same concept/name/brand, in the same country. The group will have to meet the requirements for retail chains throughout the criteria and in the Nordic Ecolabelling's application tool. The group can only use average figures for the stores in the group that meet the requirements. For example, requirements where the chain average is needed, the group's average is used. If it turns out during the process that some stores in the group do not meet the requirements, data for these stores need to be subtracted, and the calculation for the average need to be done again, only for those stores that will eventually be included in the licence.

The group cannot promote itself as a Nordic Swan Ecolabelled chain, but each store in the group can market itself as a Nordic Swan Ecolabelled store. The individual stores in a group must have:

1. a partnership on purchasing
2. a joint agreement between stores on compliance with the requirements of Nordic Ecolabelling
3. a joint registration of data relevant to each store within the group

Online stores that have several locations for the warehousing and picking of goods, and that want to market the whole of their business as Nordic Swan Ecolabelled, must apply as a chain regardless the number of units.

Online stores that use subcontractors for the warehousing and picking of goods may apply for their own Nordic Swan Ecolabel, if the subcontractor is Nordic Swan Ecolabelled. If the goods move through several warehouses before they are picked, it is the final warehouse where picking takes place that must be included in the licence.

How to apply

Nordic Ecolabelling's application tool for grocery stores should be used in the first instance to submit an application for the use of the Nordic Swan Ecolabel, and subsequently to document the Nordic Ecolabelling requirements. Applicants can register their application, at which stage they will be required to provide a range of information about their business. This includes sales figures, the company registration number, any affiliation to a chain and a contact person for Nordic Ecolabelling.

The applicant will then be issued with a user name and password for Nordic Ecolabelling's application tool. Access will initially be time-limited. Once the licence has

been granted, access will be extended for the period that the licence remains valid. The electronic application guide will also be used by the licensee later on for annual reporting and internal audits.

Operations in multiple countries

Businesses with operations in multiple countries must submit separate applications to the secretariats in the countries where they wish to market themselves using the Nordic Swan Ecolabel. This does not apply to online stores that are essentially established in only one country, but that have some sales across national borders.

Different types of store

Different types of store may be Nordic Swan Ecolabelled under these criteria – see the section “What can carry the Nordic Swan Ecolabel?” above. The requirements in this document will specify in the text whether any particular considerations apply to one or more types of store. If the word “store” is used, this is to be interpreted as applying to all applicants.


Different types of requirement

The criteria for grocery stores comprise a combination of obligatory requirements and point score requirements. The obligatory requirements are marked O + a number and must always be met.

The point score requirements are marked P + a number and a certain number of points are awarded for each point score requirement met. The points are totalled up and a certain amount must be achieved in order to receive a licence.

Icons in the text

The text describes how the applicant shall demonstrate fulfilment of each requirement. There are also icons in the text to make this clearer. These icons are:

 State data in electronic application

 Upload

Inspection

There will be inspections of Nordic Swan Ecolabelled stores. Single stores will be visited at least once during the validity period of the licence.

On-site inspections will also be carried out in stores that are part of a retail chain. Nordic Ecolabelling will decide which stores will be visited and when.

Data used for calculations, original copies of submitted documents, test records, purchasing statistics and similar information must be available for examination during these inspections.

Responsibility and obligations

Nordic Ecolabelling can request more information than what is described in the requirements. The licensee is responsible for presenting documentation that supports information provided to Nordic Ecolabelling on demand during on-site inspections and annual reporting.

The store is responsible for ensuring compliance with the requirements during the whole validity period of the license. The store must contact Nordic Ecolabelling immediately if deviations are detected.

Nordic Ecolabelling may revoke the license if deviations are detected in connection with reporting or on on-site inspections. Not reporting before deadline is considered a deviation.

Costs

For information about costs for this specific product group, please see the home page of the various national secretariats - see addresses on page 3.

Enquiries

Further information and assistance with applications is available on the website of the national ecolabelling body, or by contacting the various national secretariats – see addresses on page 3.

What are the requirements of Nordic Ecolabelling?

To be awarded a Nordic Swan Ecolabel licence:

- All obligatory requirements must be fulfilled. Icelandic grocery stores are exempt from requirements O5, O6, O7 and O11.
- At least 23 points out of 63 points available must be achieved.
- Table 1 gives an overview of the obligatory and point score requirements set by Nordic Ecolabelling for a grocery store/retail chain.

The table below gives an overview of requirements set for Nordic Swan Ecolabelled grocery stores.

Req. no.	Requirement	No. of points	Comment
Obligatory requirements			
O1	Groceries as a proportion of total sales		
O2	Breadth of product range		
O3	Annual reporting		
O4	Responsible persons		
O5	Sale of organic food and drink, and products from sustainable fishing		The requirement is not obligatory for stores in Iceland.
O6	Sale of ecolabelled consumables		The requirement is not obligatory for stores in Iceland.
O7	Sale of ecolabelled durables		The requirement applies to stores with sales of durables that account for more than 10% of total sales. The requirement is not obligatory for stores in Iceland.
O8	Energy efficiency		
O9	General waste		
O10	Food waste		
O11	Ecolabelled consumables and services		The requirement is not obligatory for stores in Iceland.
O12	The store's points total		

Point score requirements			
P1	Higher sales of organic products and products from sustainable fishing	10	
P2	Higher sales of ecolabelled consumables	10	
P3	Good energy efficiency	20	
P4	Little general waste	8	
P5	Waste sorting	2	
P6	Little food waste	10	
P7	Higher purchase of ecolabelled consumables and services	3	

1 General

01 Groceries as a proportion of total sales

The business applying for the licence must have sales of groceries that account for over 50% of total sales for the business.

Retail chains must meet the requirement at chain level. This means that the figure for groceries as a proportion of total sales must be calculated for the chain as a whole.

In this context, groceries are defined as goods that are expected to be consumed or used within a limited period. A grocery can be either a foodstuff/drink or a consumable. A list of products defined as consumables is given in appendix 1. Some examples are kitchen paper, newspapers and sanitary products.

Tobacco and snuff are not counted as groceries in this context.



State the total sales excluding VAT, in addition to the total sales of groceries, excluding VAT, for the business in Nordic Ecolabelling's application tool. Use the sales figures for the past 12 months.

02 Breadth of product range

The store must sell groceries in at least 10 of the product categories in the table below.

Retail chains must meet the requirement for all the units that are included in the licence. This may either be done by the chain's stores selling goods in the same categories, or by the stores in the chain having a joint agreement to sell goods in at least 10 categories, with these varying from one store to another.

	Product categories with examples of goods
1	Fruit and vegetables incl. fresh herbs and spices
2	Meat and fish – fresh/preserved: Pure meat and fish products, meat and fish balls, burgers and fishcakes, sausages, pickled herring, fresh pastes Ready-made food: Pea soup, porridge, pancakes
3	Sandwich toppings: Cheese, tofu, brawn, pâté, ham, sausage, herb butter, caviar
4	Dairy: Milk, sour cream, soured dairy products, yoghurt, cream, crème fraiche, butter and eggs

5	Bread and baked goods: Fresh and frozen bread and cakes, crisp bread, biscuits and breadcrumbs
6	Drinks: Beer, soft drinks, juice, mineral water, cordials, drinks made from soya, rice or oats
7	Coffee, tea, drinking chocolate
8	Preserved foods in jars, tins and boxes, oil, herbs and spices, stock and dry semi-finished products
9	Children's food incl. porridge, gruel, snacks and drinks
10	Grains and baking ingredients: Meal, flour, rice, pasta, quinoa, couscous, breakfast cereals, sugar, icing sugar, syrup, honey, vanilla, nuts, dried fruit
11	Snacks: Chocolate, sweets, snack nuts and potato crisps
12	Frozen foods: Vegetables, fish, meat and ready-made meals
13	Ice cream and frozen berries
14	Animal feed
15	Paper products: Newspapers, magazines, office paper, writing books and envelopes
16	Kitchen paper, toilet paper, tissues, serviettes, candles, baking parchment, muffin cases, coffee filters
17	Household chemicals: Dishwasher detergent, washing-up liquid, general-purpose cleaner, sanitary cleaner laundry detergent, specialist cleaner
18	Toiletries: Shampoo, hand soap, shower gel, cosmetics, tampons, sanitary towels, nappies, cotton wool, cotton wool buds



Confirm that the store/retail chain covers at least 10 of the product categories in Nordic Ecolabelling's application tool.

2 Maintenance of the Nordic Swan Ecolabelling licence

03 Maintaining the licence

The store/retail chain must ensure continued compliance with the requirements during an annual audit of its business. The following areas are to be audited:

- Sale of organic food and drink, and products from sustainable fishing – O5
- Sale of ecolabelled consumables – O6
- Energy efficiency – O8
- General waste – O9
- Purchase of ecolabelled consumables and services – O11

Nordic Ecolabelling may conduct checks and request updated information on the status of the requirements listed above.

Nordic Ecolabelling's checks on stores may include an examination of all the requirements above or just a selection. For example, the sale of organic food and drink may be the focus of the checks one year, and energy efficiency and general waste the next year. The licensee will receive an email stating when the checks will take place.

The licensee must use Nordic Ecolabelling's application tool to document its annual audit of its business.

- ☞ Confirm in Nordic Ecolabelling's application tool that the store/retail chain will have an annual audit of its business focusing on the Nordic Ecolabel's obligatory requirements.

04 Responsible persons

The store/retail chain shall appoint an individual responsible for ensuring that the requirements of the Nordic Ecolabelling are fulfilled throughout the entire validity period of the licence. The responsible person also has responsibility for ensuring that the annual audit of the business is performed. The store/retail chain shall inform Nordic Ecolabelling if this person is replaced.

- ☞ State who is responsible for maintaining the licence when applying for the Nordic Swan Ecolabel.

3 Product range

05 Sale of organic food and drink, and products from sustainable fishing

The store must meet either alternative A or alternative B. Retail chains and internet stores comprising multiple units must meet the same sub-requirement for all their stores.

There is no obligatory requirement for Icelandic stores.

Alternative A

Organic food and drink plus products from sustainable fishing must account for at least 1.6% of sales for Norwegian stores, 1.8% for Finnish stores, 5.0% for Swedish stores and at least 6.5% for Danish stores.

The proportion of sales is calculated as follows:

$$x \% = \frac{\text{Sale of organic food and drink} + \text{sale of sustainable fishing}}{\text{Total sale of food and drink}}$$

The proportion of sales is to be calculated based on sales figures excluding VAT.

Retail chains and internet stores comprising multiple units must meet the requirement at chain level. This means that the proportion of sales is to be calculated as a whole for the stores included in the application.

The proportion of sales is to be based on statistics from the past 12 months. By prior agreement, Nordic Ecolabelling may accept statistics for a shorter period, if the period is representative of normal operations.

The requirement may also be fulfilled based on proportion of purchases.

In this context, organic food and drink means products that are labelled according to EU regulations (EC) No 834/2007 and (EU) No 203/2012, for example EU Ecolabel, KRAV, Luomu, Debio, Ø-market and Tún-lífrant.

Sustainable fishing is, in this context, defined as MSC certified fishing or fishing meeting the requirements set by KRAV for wild caught fish and shellfish. Approval of other certification schemes may be sought from Nordic Ecolabelling as required. They must meet the requirements for standards and certification schemes given in appendix 2.

Sales of tobacco and snuff must not be included in total sales of food and drink.

- ☞ State the sales of organic food and drink and products from sustainable fishing, excluding VAT, in Nordic Ecolabelling's application tool.

- ☞ State the total sales of all food and drink, excluding VAT, in Nordic Ecolabelling's application tool.

Alternative B

The range of organic food and drink and products from sustainable fishing must always include at least the number of products stated in the tables. There is a table for each country.

Retail chains and internet stores comprising multiple units must meet the requirement for all their units.

Sales Finnish stores (all figures in mill. EUR)	≤ 1.0	≤ 3.0	≤ 7.0	≤ 12	≤ 20	≤ 35	≤ 50	> 50
No. of products	50	100	300	375	450	500	525	550

Sales Norwegian stores (all figures in mill. NOK)	≤ 8.0	≤ 24	≤ 57	≤ 97	≤ 162	≤ 284	≤ 405	> 405
No. of products	50	100	250	325	400	450	475	500

Sales Swedish stores (all figures in mill. SEK)	≤ 9.0	≤ 28	≤ 64	≤ 110	≤ 184	≤ 322	≤ 460	> 460
No. of products	75	150	300	400	500	600	800	1000

Sales Danish stores (all figures in mill. DKK)	≤ 7.0	≤ 22	≤ 52	≤ 89	≤ 148	≤ 259	≤ 370	> 370
No. of products	75	150	300	400	500	600	800	1000

A good is defined according to the good's trade name and article number. Two different article numbers are two different goods. A good can only be counted once.

In this context, organic food and drink means products that are labelled according to EU regulations (EC) No 834/2007 and (EU) No 203/2012, for example the EU organic label, KRAV, Luomu, Debio, Ø-market and Tún-lífrant.

Here, sustainable fishing is defined as MSC certified fishing, or fishing certified in line with the KRAV requirements for wild-caught fish and shellfish. Approval of other standards for sustainable fishing may be sought as required. These must, however, meet the requirements concerning standards and certification systems, as set out in Appendix 2.

- ☞ State the number of organic food, beverage and sustainable fishing products each store carries in the Nordic Ecolabelling's electronic application guide.

- 🏠 Upload an overview of the organic food and drink and products from sustainable fishing that are sold in the store in the Nordic Ecolabelling's electronic application guide. Retail chains and internet stores comprising multiple units must list the organic and sustainable products in the product range for each store.

P1 Higher sales of organic food and drink, and products from sustainable fishing

The store receives points as set out in the table below, if the sale of organic food and drink and products from sustainable fishing is better than the level set in the obligatory requirement.

If alternative A is used to document O5, table A is the one that covers the basis for awarding points. If alternative B is used to document O5, table B is the one that forms the basis for the number of points awarded. Retail chains and internet stores comprising multiple units receive points based on the chain's proportion of sales as calculated in O5.

Table A

The store/retail chain is awarded points according to the scale of the sales of organic food and drink and products from sustainable fishing, as a percentage.

Points	Iceland	Denmark	Norway	Finland	Sweden
1	≥ 0.5%	≥ 6.7%	≥ 1.7%	≥ 1.9%	≥ 5.5%
2	≥ 0.6%	≥ 7.0%	≥ 1.8%	≥ 2.0%	≥ 6.0%
3	≥ 0.8%	≥ 8.0%	≥ 1.9%	≥ 2.1%	≥ 7.0%
4	≥ 1.0%	≥ 9.0%	≥ 2.0%	≥ 2.2%	≥ 8.0%
5	≥ 1.5%	≥ 10%	≥ 2.4%	≥ 2.6%	≥ 9.0%
6	≥ 2.0%	≥ 11%	≥ 3.0%	≥ 3.2%	≥ 11%
7	≥ 2.5%	≥ 13%	≥ 3.6%	≥ 3.8%	≥ 13%
8	≥ 3.2%	≥ 16%	≥ 4.4%	≥ 4.6%	≥ 15%
9	≥ 3.9%	≥ 19%	≥ 5.3%	≥ 5.4%	≥ 17%
10	≥ 4.6%	≥ 22%	≥ 6.0%	≥ 6.2%	≥ 19%

Table B

The store is awarded points according to how much better the range of organic food and drink and products from sustainable fishing is than the level set out in obligatory requirement O5 alternative B.

Retail chains and internet stores comprising multiple units are awarded points according to how many percentage points better the stores are than the obligatory level, as an average.

Points	Per cent more products than the level set out in obligatory requirement O5 alternative B
1	≥10
2	≥20
3	≥30
4	≥40
5	≥50
6	≥60
7	≥70
8	≥80

9	≥90
10	≥100

Different points are awarded from country to country due to differences in the availability of organic products and products from sustainable fishing.

Nordic Ecolabelling's application tool automatically calculates the number of points based on the information given in O5 alternative B.

06 Sale of ecolabelled consumables

The store must meet either alternative A or alternative B. Retail chains and internet stores comprising multiple units must meet the same requirement for all their stores.

There is no obligatory requirement for Icelandic stores.

Alternative A

Ecolabelled consumables must account for at least 20% of sales in Swedish and Danish stores, 15% in Norwegian stores and 9% in Finnish stores.

The proportion of sales is calculated as follows:

$$x \% = \frac{\text{Sale of ecolabelled consumables}}{\text{Total sale of consumables}}$$

The proportion of sales is to be calculated based on sales figures excluding VAT.

Retail chains and internet stores comprising multiple units must meet the requirement as an average at chain level. This means that the proportion of sales is to be calculated as a whole for the stores included in the application.

The proportion of sales is to be based on statistics from the past 12 months. By prior agreement, Nordic Ecolabelling may accept statistics for a shorter period, if the period is representative of normal operations, and if the requirement concerning the proportion of sales is met by a good margin.

The requirement may also be fulfilled based on the proportion of purchases.

Ecolabelled consumables, in this context, means products that carry the Nordic Swan Ecolabel, the EU Ecolabel or the Bra Miljöval (Good Environmental Choice) label.

A list over products defined as consumables is given in appendix 1.

Sales of tobacco and snuff must not be included in total sales of consumables.

- ☞ State the total sales of ecolabelled consumables, excluding VAT, in Nordic Ecolabelling's application tool.
- ☞ State the total sales of all consumables, excluding VAT, in Nordic Ecolabelling's application tool.
- ☞ Upload data confirming the required sales statistics in Nordic Ecolabelling's application tool.

Alternative B

The range of ecolabelled consumables must always include at least the number of products stated in the tables below. There is a table for each country.

Retail chains and internet stores comprising multiple units must meet the requirement for all their units.

Sales Finnish stores (all figures in mill. EUR)	≤ 1.0	≤ 3.0	≤ 7.0	≤ 12	≤ 20	≤ 35	≤ 50	> 50
No. of products	30	40	50	70	80	90	100	110

Sales Norwegian stores (all figures in mill. NOK)	≤ 8.0	≤ 24	≤ 57	≤ 97	≤ 162	≤ 284	≤ 405	> 405
No. of products	50	60	90	110	130	150	170	190

Sales Swedish stores (all figures in mill. SEK)	≤ 9.0	≤ 28	≤ 64	≤ 110	≤ 184	≤ 322	≤ 460	> 460
No. of products	60	75	100	150	200	250	300	375

Sales Danish stores (all figures in mill. DKK)	≤ 7.0	≤ 22	≤ 52	≤ 89	≤ 148	≤ 259	≤ 370	> 370
No. of products	60	75	100	150	200	250	300	375

Retail chains and internet stores comprising multiple units must meet the requirement for all their units.

A good is defined according to the good's trade name and article number. Two different article numbers are two different goods. A good can only be counted once.

Ecolabelled, in this context, means products that carry the Nordic Swan Ecolabel, the EU Ecolabel or the Bra Miljöval (Good Environmental Choice) label.

A list of the goods that are defined as consumables is provided in Appendix 1.



State the number of ecolabelled consumables each store carries in the Nordic Ecolabelling's electronic application guide.



Upload an overview of the ecolabelled consumables that are sold in the store in the Nordic Ecolabelling's electronic application guide. Retail chains and internet stores comprising multiple units must list the ecolabelled consumables in the product range for each store.

P2 Higher sales of ecolabelled consumables

The store receives points as set out in the table below, if the sale of ecolabelled consumables is better than the level set in the obligatory requirement.

If alternative A is used to document O6, table A is the one that covers the basis for awarding points. If alternative B is used to document O6, table B is the one that forms the basis for the number of points awarded.

Retail chains and internet stores comprising multiple units receive points based on the proportion of sales as calculated in O6.

Table A

The store/retail chain is awarded points according to the scale of the sales of ecolabelled consumables, as a percentage.

Points	Iceland	Denmark	Norway	Finland	Sweden
1	≥ 2.5%	≥ 21%	≥ 16%	≥ 10%	≥ 21%
2	≥ 3.0%	≥ 22%	≥ 17%	≥ 11%	≥ 22%
3	≥ 4.0%	≥ 24%	≥ 19%	≥ 12%	≥ 24%
4	≥ 5.0%	≥ 26%	≥ 21%	≥ 14%	≥ 26%
5	≥ 7.0%	≥ 29%	≥ 24%	≥ 16%	≥ 29%
6	≥ 9.0%	≥ 32%	≥ 27%	≥ 18%	≥ 32%
7	≥ 11%	≥ 35%	≥ 30%	≥ 21%	≥ 35%
8	≥ 15%	≥ 40%	≥ 35%	≥ 23%	≥ 40%
9	≥ 19%	≥ 45%	≥ 40%	≥ 27%	≥ 45%
10	≥ 23%	≥ 50%	≥ 45%	≥ 32%	≥ 50%

Table B

The store is awarded points according to how much better the range of ecolabelled consumables is than the level set out in obligatory requirement O6 alternative B.

Retail chains and internet stores comprising multiple units are awarded points according to how many percentage points better the stores are than the obligatory level, as an average.

Points	Per cent more products than the level set out in obligatory requirement O6 alternative B
1	≥10
2	≥20
3	≥30
4	≥40
5	≥50
6	≥60
7	≥70
8	≥80
9	≥90
10	≥100

Different points are awarded from country to country due to differences in the availability of ecolabelled consumables.

Nordic Ecolabelling's application tool automatically calculates the number of points based on the information given in O6 alternative B.

07 Sale of ecolabelled durables

The requirement applies to stores with sales of durables products that account for more than 10% of total sales. There is no obligatory requirement for Icelandic stores.

The store must have at least the total number of ecolabelled products as stated in the table below, and there must be at least one ecolabelled product within each category. If the store does not carry any products in a category, the number in the table for that particular category may be subtracted from the total. Retail chains and internet stores comprising multiple units are assessed as a whole unit. This means all the stores included in the licence must have a joint policy on the products in the table below.

Category	Denmark	Norway	Finland	Sweden
Sketchbooks, books, wrapping paper, adhesives, pens, hobby paints, watercolours, fingerpaints and crayons	3	3	2	6
Clothes, footwear, towels and bed linen	1	1	1	2
Furniture, outdoor furniture, toys, outdoor play equipment, flooring, stoves, paints, degreasers, car care products and washer fluid	2	2	1	2
TVs, PCs, monitors and printers	1	1	1	1
Total	7	7	5	11

Durables, in this context, means products that are neither food/drink or consumable.

Ecolabelled products means products that are labelled with the Nordic Swan Ecolabel, the EU Ecolabel and the Bra Miljöval (Good Environmental Choice) label. GOTS also counts for clothing, shoes, towels and bed linen. In addition, Blaue Engel and TCO Development count for TV, PC, monitors and printers.

The requirement will only be shown in the application guide, if the applicant has sales of durables in excess of 10%. The proportion of sales accounted for by durables is calculated based on the information given in the application and in O1.

- 🔗 In Nordic Ecolabelling's application tool, state which product categories goods are sold in.
- 🔗 In Nordic Ecolabelling's application tool, state which ecolabelled products are sold in each product category. State the licence number for Nordic Swan Ecolabelled products.
- 📁 Upload documentation in Nordic Ecolabelling's application tool, showing that the requirement is fulfilled.

4 Energy

08 Energy efficiency

Danish, Swedish, Icelandic and Norwegian stores must fulfil alternative A of this requirement. Finnish stores can fulfil alternative B if the stores purchased energy includes ventilation and heating. Finnish retail chains can only use alternative B if all the stores included in the license can verify that ventilation and heating are included. If not, alternative A must be used.

Alternative A

The store's energy index should be no more than 2.00. The index is calculated in Nordic Ecolabelling's application tool.

Retail chains and internet stores comprising multiple units must meet the requirement as an average at chain level. Each store/unit thus must not have a level of energy consumption that exceeds the obligatory index by more than 25% – which equals an energy index no more than 2.50. This means that statistics must be stated for each store/unit.

For information on how the application guide calculates the energy index, see Appendix 3 to this criteria document. This appendix also explains how the index results for the individual stores are weighted in relation to each other.

Alternative B

The store's relative energy consumption should be no more than the table below indicates.

Store area	≤999 m ²	1000 m ² – 2999 m ²	≥ 3000 m ²
Relative energy consumption	≤ 510 kWh/m ² /year	≤ 425 kWh/m ² /year	≤ 340 kWh/m ² /year

Retail chains and internet stores comprising multiple units must meet the requirement as an average at chain level. However, no single store/unit must have energy consumption over 25% above the obligatory requirement. This means that statistics must be stated for each store/unit.

In this context, chilled and frozen foods refers to goods in the categories dairy, meat, fish, chilled, deli and frozen.

A description of how the store's energy use is calculated is given in Appendix 4. This also describes how the average for a chain is calculated.

For alternative A

- ☞ State all relevant data for the calculation of the energy efficiency index in Nordic Ecolabelling's application tool.
- 📁 Upload documentation confirming the floor area of the store in Nordic Ecolabelling's application tool. This may be a lease or equivalent document.
- 📁 Upload to Nordic Ecolabelling's application tool documentation showing a calculation of the quantity of food produced in the store's kitchen.
- 📁 Upload documentation confirming that the energy for ventilation and heating is included in the stated energy consumption. This may be a confirmation from the building owner or the equivalent.
- 📁 Upload documentation confirming the amount of energy purchased in Nordic Ecolabelling's application tool. This may be a bill from the energy suppliers or the equivalent. Use the energy consumption figures for the past 12 months.

For alternative B

- ☞ Confirm that the purchased energy includes ventilation and heating in Nordic Ecolabelling's application tool. Retail chains must verify this for all the units included in the licence.
- ☞ Enter all the relevant data for calculating relative energy consumption in Nordic Ecolabelling's application tool.
- 📁 Upload documentation confirming the floor area of the store in Nordic Ecolabelling's application tool. This may be a lease or equivalent document.
- 📁 Upload documentation confirming the amount of energy purchased in Nordic Ecolabelling's application tool. This can be an invoice from the supplier of electricity or equivalent. Use the energy consumption figures for the past 12 months.
- 📁 Upload documentation confirming the proportion of chilled and frozen foods in Nordic Ecolabelling's application tool.

P3 Good energy efficiency

The store receives points as set out in the table below, if the energy efficiency is better than the level set in the obligatory requirement.

Danish, Swedish, Icelandic and Norwegian stores are assessed according to table A, while Finnish stores are assessed according to table B if they have fulfilled alternative B of requirement O8. Retail chains receive points based on the average as calculated in O8.

Table A: Points table for Danish, Swedish, Icelandic and Norwegian stores.

Points	Energy index
1	≤ 1.95
5	≤ 1.80
10	≤ 1.65
15	≤ 1.40
20	≤ 1.15

Table B: Points table for Finnish stores if they have fulfilled alternative B of requirement O8.

Points	Per cent lower relative energy consumption than is set out in obligatory requirement O8
1	$\geq 2.5\%$
5	$\geq 10\%$
10	$\geq 17.5\%$
15	$\geq 30\%$
20	$\geq 42.5\%$

Nordic Ecolabelling's application tool automatically calculates the number of points based on the information given in O8B.

5 Waste

09 General waste

The store must not generate more general waste than is stated in the table below.

Retail chains and internet stores comprising multiple units must meet the requirement as an average at chain level. No store/unit may generate an amount of general waste that exceeds the obligatory index by more than 25%. This means that statistics must be stated for each store/unit.

	Iceland	Denmark	Norway	Finland	Sweden
Local currency	ISK	DKK	NOK	Euro	SEK
Amount of general waste in kg per million in sales in the local currency, excluding VAT	70	920	570	8,300	850

The amount of general waste is calculated as follows:

$$\text{Amount of general waste} = \frac{\text{Amount of general waste in kg}}{\text{Total sales in millions in the local currency}}$$

The amount of general waste is to be based on statistics from the past 12 months. By prior agreement, Nordic Ecolabelling may accept statistics for a shorter period, if the period is representative of normal operations, and if the requirement concerning the amount of general waste is met by a good margin.

If the store only has information on the volume of the general waste, rather than the weight, the volume can be converted to weight using the calculation method described in Appendix 5.

Alternatively, the store can weigh its unsorted waste over a period of two weeks that are representative of normal operations

General waste, in this context, means waste that is not sorted out for material recovery and recycling, and is thus sent for incineration or to landfill. This means that food waste is to be counted as general waste if it is sent to landfill or for energy recovery.



State the amount of general waste in Nordic Ecolabelling's application tool.



If the store only has statistics for the volume of its general waste: State the volume of the general waste and the proportion of this that is food waste in Nordic Ecolabelling's application tool.



Upload documentation from the waste contractor confirming the data on the amount of general waste in Nordic Ecolabelling's application tool.

P4 Little general waste

The store receives points as set out in the table below, if the amount of general waste is lower than the level set in the obligatory requirement. Retail chains receive points based on the chain's average amount of general waste as calculated in O9.

Points	Iceland	Denmark	Norway	Finland	Sweden
2	≤ 65	≤ 900	≤ 550	≤ 8,300	≤ 820
4	≤ 60	≤ 750	≤ 480	≤ 7,500	≤ 750
6	≤ 50	≤ 500	≤ 350	≤ 5,000	≤ 500
8	≤ 35	≤ 300	≤ 200	≤ 3,500	≤ 300

All figures are for the amount of general waste in kg per million in sales in the local currency, excluding VAT.

Nordic Ecolabelling's application tool automatically calculates the number of points based on the information given in O9.

P5 Waste sorting

Stores that sort out the following waste fractions are awarded 0.5 point per fraction (max 2 points):

- Metal
- Hard plastic
- Soft plastic
- Cardboard
- Paper
- Coloured glass
- Clear glass
- Wood
- Fats and oils

Retail chains and internet stores comprising multiple units must have a joint policy and practice on the number of waste fractions that minimum are sorted. The actual fractions sorted may, however, not be the same for all units.

If any of the above mentioned fractions are sorted together (e.g. glass and metal) for later separation and recycling, they count as two fractions.

☞ State in Nordic Ecolabelling's application tool which waste fractions the store sorts out.

☞ Retail chains must state how many fractions that minimum are sorted in Nordic Ecolabelling's application tool. Also upload documentation showing which stores sort which waste fractions.

☞ Upload documentation showing sorting of the waste in fractions in Nordic Ecolabelling's application tool.

O10 Measuring visible food waste

The store must measure the quantity of food waste that occurs. The store may choose whether the food waste is measured in quantity (kg), purchase value (kr, €) or lost sales (kr, €).

Statistics of the measurement results are to be compiled quarterly or more frequently. Nordic Ecolabelling may request the results as part of annual follow-up inspections.

Retail chains and internet stores comprising multiple units must measure their food waste using the same methodology for all the units covered by the licence.

Food waste is defined here as food that is not sold in the store due to incorrect storage, packaging defects, expiry of the date stamp and suchlike, and that therefore has to be discarded, composted, or sent for animal feed, biogas production or energy recovery. Bones and trimmings and other food waste that is not or has not been fit for human consumption should not be included in the measurements.

☞ Confirm that food waste is measured and compiled quarterly or more frequently in Nordic Ecolabelling's application tool.

☞ State whether the food waste is measured in quantity (kg), purchase value (kr, €) or lost sales (kr, €) in Nordic Ecolabelling's application tool.

P6 Measures to reduce food waste

The store earns points if the measures in the table below form a regular part of the operation. Retail chains and internet stores comprising multiple units need not have carried out the same measures in all stores, but must be able to show that at least the same total point score is achieved for all the units included in the licence.

Measure	Points (max 10 points)
The store has an agreement with an external party that ensures that bread and baked goods and/or fruit and vegetables are used as animal feed.	1
The store has a fixed agreement with a charitable organisation or food bank concerning the donation of food that cannot be sold.	3
The store uses fresh produce that is approaching its sell by date in the preparation of ready-made meals for sale in-store or for serving to staff.	3
The store sells goods that are approaching their sell by date at a reduced price and clearly labels the reduced goods.	4
The store does not use campaigns involving bulk discounts on goods with a short shelf life. Short shelf life is defined here as goods with a use by date within the next two weeks.	5
The store has communication activities aimed at its customers, encouraging a reduction in food waste. Points are awarded following approval from Nordic Ecolabelling.	5
Other measures that give a significant reduction in food waste may earn points, subject to approval by Nordic Ecolabelling.	Max 5 points

- ☞ Retail chains and internet stores comprising multiple units must state how many points all the units in the chain achieve in Nordic Ecolabelling's application tool.
- ☞ Retail chains must upload documentation showing which stores that have implemented the various measures to Nordic Ecolabelling's application tool.
- 📁 Upload an agreement with an external party that ensures that bread and baked goods and/or fruit and vegetables are used as animal feed.
- 📁 Upload an agreement with a charitable organisation or food bank on the donation of food to Nordic Ecolabelling's application tool.
- ☞ State in Nordic Ecolabelling's application tool whether the store systematically uses fresh produce that is approaching its sell by date in the preparation of ready-made meals for sale in-store or for serving to staff.
- 📁 Upload images of goods sold at a reduced price due to their expiring sell by date or faulty packaging in Nordic Ecolabelling's application tool.
- ☞ Declare in Nordic Ecolabelling's application tool that the store does not hold promotions that give a bulk discount on goods with a short shelf life.
- 📁 Upload images from communication activities that encourage customers to reduce their food waste in Nordic Ecolabelling's application tool. Alternatively, reference can be made to plans for future communication activities.
- 📁 Upload documentation confirming other measures that have been taken and that lead to a significant reduction in food waste.

6 The store's use of goods and services

011 Ecolabelled consumables and services

Norwegian, Swedish and Danish stores must purchase ecolabelled consumables and services in at least 3 of the product categories listed in the table below. Finnish stores must purchase ecolabelled consumables and services in at least 2 of the categories. The purchase must cover at least 90% of demand in the category in question, unless otherwise stated. There is no obligatory requirement for Icelandic stores.

Retail chains and internet stores comprising multiple units must be able to show that the required number of ecolabelled consumables and services are purchased for each individual unit. The actual goods and services that are purchased may, however, vary from one store to another.

Consumables ≥ 90% of purchase volume in each category*
Cleaning products: Floor cleaner, disinfectant, general-purpose cleaner, dishwasher detergent, washing-up liquid, hand soap and microfibre cloths and mops
Paper products: Toilet paper, paper towels and office paper
Textiles: Workwear (≥ 50% of purchase volume)
Services ≥ 90% of purchase volume in each category (unless otherwise stated)
Laundering workwear (≥ 90% of garment numbers – a rough estimate is permitted)
Laundering entrance mats
Cleaning services (≥ 90% of the total store area)
Hotel accommodation (≥ 50% of purchase volume)
Printed material

**Purchases made by an external part are included in the requirement.*

Ecolabelled, in this context, means products and services that carry the Nordic Swan Ecolabel, the EU Ecolabel or the Bra Miljöval (Good Environmental Choice) label.

Damaged goods are not included in the calculation of purchase volume.

- ☞ Mark the categories in which the ecolabelled consumables and services are purchased in Nordic Ecolabelling's application tool.
- ☞ State the product name and licence number of the ecolabelled consumables that the store uses in Nordic Ecolabelling's application tool. Also state the company name and licence number of the suppliers of the ecolabelled services that the store purchases.
- ☞ Retail chains must state the number of categories in which all the units in the chain purchase ecolabelled consumables and services in Nordic Ecolabelling's application tool.
- ☞ Retail chains must upload documents to Nordic Ecolabelling's application tool showing which consumables and services the individual units purchase.

P7 Higher purchase of ecolabelled consumables and services

Stores that purchase ecolabelled consumables and services in excess of those set out in the obligatory categories in O11 are awarded one point for each extra category. Max 3 points will be awarded.

Retail chains and internet stores comprising multiple units need not purchase the same consumables and services for all stores, but must be able to show that the same total point score is achieved for all the units.

Nordic Ecolabelling's application tool automatically calculates the number of points based on the information given in O11.

7 Overall**O12 Total points**

The store/retail chain must earn at least 23 points. The table shows how many points are available for the various point score requirements.

Requirement	Requirement title	Max points
P1	Higher sales of organic products and products from sustainable fishing	10
P2	Higher sales of ecolabelled consumables	10
P3	Good energy efficiency	20
P4	Little general waste	8
P5	Waste sorting	2
P6	Measures for reducing food waste	10
P7	Higher purchase of ecolabelled consumables and services	3
Max points total		63

The points total is calculated automatically in Nordic Ecolabelling's application tool.

Note that requirement O11 is an obligatory requirement and as such is not included in the points summary above.

Regulations for the Nordic Ecolabelling of services

To easily identify Nordic Swan Ecolabelled services, the licence number and a descriptive sub text shall always accompany the Nordic Swan Ecolabel.

The described sub text for 079 Grocery stores is: **Grocery store**

More information on graphical guidelines, regulations and fees can be found at www.nordic-ecolabel.org/regulations/

Criteria version history

Nordic Ecolabelling adopted the criteria for grocery stores on 14 June 2016. The criteria are valid until 30 June 2019.

On 26 October 2016, the Nordic Ecolabelling's Criteria Group decided on changing O1 for retail chains. The sales of groceries must be calculated for the chain as a whole, and not only for the stores that are included in the licence. On 18 November 2016, the Nordic Ecolabelling's Criteria Group decided, upon request from the Nordic Licensing group, to change the definition of a retail chain. It was decided to remove the minimum limit of five stores for a retail chain. The new version of the criteria is 3.1.

On 14 December 2017 the Nordic Ecolabelling's Criteria Group decided to prolong the criteria to 31 December 2020, and to adjust the requirement O7. The new version is called 3.2.

On 19 December 2018 the Nordic Ecolabelling decided to prolong the criteria to 30 June 2022. The new version is called 3.3.

On 16 February 2021 the Nordic Ecolabelling decided to prolong the criteria to 31 December 2023. The new version is called 3.4.

On 29 November 2022 the Nordic Ecolabelling decided to prolong the criteria to 31 December 2024. The new version is called 3.5.

The Nordic Swan Ecolabel licence is valid providing the criteria are fulfilled and until the criteria expire. The validity period of the criteria may be extended or adjusted, in which case the licence is automatically extended and the licensee informed.

Revised criteria shall be published at least one year prior to the expiry of the present criteria. The licensee is then offered the opportunity to renew their licence.

New criteria

In the next revision, the work will focus on the potential to tighten:

- the requirement concerning organic and ecolabelled products as a proportion of total sales
- the requirement concerning energy consumption
- the requirement concerning general waste
- the overall requirement concerning how many points the store must earn in total

Nordic Ecolabelling will also consider the possibility to introduce an obligatory requirement to how much food waste the store generates.

Terms and definitions

Term	Explanation or definition
Sustainable fishing	Sustainable fishing is, in this context, defined as MSC-certified fishing or fishing meeting the requirements set by KRAV for wild caught fish and shellfish. Other certification schemes may be approved by Nordic Ecolabelling on demand. They must meet the requirements for standard and certification scheme given in appendix 2.
Retail chain	In this context, a retail chain is defined as stores sharing the same concept/name/brand that, in its marketing, differentiates itself from other kinds of store partnership. The following three conditions must be met if stores shall be defined as a chain: <ol style="list-style-type: none">1. There must be a partnership on purchasing2. There must be a joint agreement between stores on compliance with the requirements of the Nordic Ecolabel3. There must be a joint registration of data relevant to the criteria.
Groceries	In this context, groceries are defined as goods that are expected to be consumed or used within a limited period. Foodstuffs, sanitary products, household articles and cleaning agents are examples of goods that count as groceries.
Consumables	Consumables, in this context, are defined as everyday groceries that are not food or drink. A list over products defined as consumables is given in appendix 1.
Energy efficiency index	Here, the energy efficiency index is a value that indicates how energy efficient a store may be considered to be. The index value is calculated in Nordic Ecolabelling's application tool. Appendix 3 gives an introduction to the way the index value is calculated.
Online store	An online store is a grocery store that the customer can only visit via an internet site.
Warehouse	In this context, the warehouse refers to the premises where the online store keeps the goods before they are picked.
Food waste	Food waste is defined here as food that, at a certain point in time, could have been used as human food. The definition therefore does not include bones, shells, peel and production residues that cannot normally be eaten by humans.

Ecolabelled consumables	Ecolabelled, in this context, means consumables that carry the Nordic Swan Ecolabel, the EU Ecolabel or the Bra Miljöval (Good Environmental Choice) label.
Ecolabelled specialist products	Ecolabelled, in this context, means specialist products that carry the Nordic Swan Ecolabel, the EU Ecolabel or the Bra Miljöval (Good Environmental Choice) label. GOTS also counts for clothing, shoes, towels and bed linen. In addition, Blaue Engel and TCO Development count for TV, PC, monitors and printers.
Picking of goods	The picking of goods refers here to the point when goods ordered via a website are picked to fulfil the customer's order.
General waste	General waste, in this context, means waste that is not sorted out for material recovery and recycling, and is thus sent for incineration or to landfill.
A group of stores	A group of stores can be a collaboration of selected stores within a chain, or an association of stores with the same concept/name/brand in the same country. The group shall deal with the requirements for retail chains. The group has only the possibility to use average figures for the stores that manages requirements within the group. Each store in the group can promote itself as a Nordic Swan Ecolabelled store, but the group cannot promote itself as a Nordic Swan Ecolabelled retail chain.
Durables	Durables, in this context, means products that are not food/drink or consumables.
Organic food and drink	In this context, organic food and drink means products that are labelled according to EU regulations (EC) No 834/2007 and (EU) No 203/2012, for example EU Ecolabel, KRAV, Luomu, Debio, Ø-mærket and Tún-lífrænt.

Appendix 1 List of goods considered to be consumables

The table below specifies what counts as consumables. If a good is not on the list, it is counted as a durable. Your handling officer can help you with defining if a good is a consumable or not.

Children	Care products: Hair, shower, bath, skin, mouth, oils.
	Diapers.
	Wet wipes, dry wipes, cleaning wipes.
	Breast pads.
	Are not regarded as consumables: Pacifiers, baby bottles, children's cutlery and plates, bibs.
Paper	Household paper, toilet paper, paper towels.
	Handkerchiefs.
	Napkins.
	Printing paper.
	Writing pads, notebooks.
	Reading material: Books, newspapers, magazines.
	Envelopes.
	Coffee filter, tea filter.
	Are not regarded as consumables: Drawing and painting books, receipt paper.
Chemicals	Wash of textiles: Laundry detergent, fabric softener, stain remover, bleaching agent.
	Wash of dishes: Dishwasher, cleaning of dishwashers, washing dishes by hand, and rinsing agent.
	Cleaning: General cleaning, toilet cleaning, sanitary cleaning, cleaning of stoves and ovens, steel wool, polish agent, floor cleaning and floor care products, unclogging, and air fresheners.
	Are not regarded as consumables: Mosquito repellent.
Cleaning equipment	Sponges, dish cloths, dish brushes, buckets, cloths.
	Microfiber: Cloths and mops (incl. accessories).
Hygiene	Intimate hygiene: pads, tampons, panty liners, incontinence pads, contraception.
	Skin and hair: Hand soap, shampoo, conditioner, shower gel, intimate soap, bath salt, bubble bath, hair masks/care products, hair styling, hair colour, hair dye, permanent, hair tonic, hair removal, facial cream, cream, foot cream, sunscreen.
	Oral care: toothpaste, toothbrush, mouth wash, toothpicks.
	Cotton: Cotton swabs, cotton
	Wet wipes.
	Deodorant.
	Shaving: Foam, cream, aftershave, razors, razorblades.
	Cosmetics.
	Are not regarded as consumables: Products for treatment of wounds.

Bags and boxes	Trash bags, garbage bags.
	For the costumers to carry goods home: plastic bags and cardboard boxes, shopping bags.
Disposables	For the table: glass, cups, plates, cutlery, and paper tablecloths.
	For cooking: baking paper, muffin shapes, sandwich paper, slip paper, plastic wrapping, aluminium foil, freezer bags, bread bags.
Candles	Antique candles, black candles, scented candles, lanterns, cake candles.
Other	Charcoal, barbeque briquettes.
	Batteries: Disposable batteries, rechargeable batteries, button cell batteries (incl. those sold with charger).
	Lighting: Energy saving lamps, LED, fluorescent lights, halogen.
	Green: Plants, flowers and flower soil.

Appendix 2 Guidelines for assessing sustainability labelling for fish and shellfish

Nordic Ecolabelling sets requirements regarding standards for certified fish and shellfish. The requirements are summarised in this document which is updated on an ongoing basis. Each individual standard and certification system is examined by Nordic Ecolabelling to ensure that all the requirements are met.

General requirements regarding standards for sustainability labelling of fish and shellfish

The following requirements apply for both wild-caught and farmed fish:

- The standard shall follow all relevant laws and agreements and comply with the conventions and guidelines of the FAO and the UN:
 - 1982 UN Convention on the Law of the Sea
 - 1995 UN Fish Stocks Agreement
 - FAO Guidelines for the ecolabelling of fish and fishery products from marine capture fisheries
 - FAO Guidelines for aquaculture certification
 - FAO Code of Conduct for Responsible Fisheries
- The standard must balance economic and environmental interests. The standard must be drawn up in an open process in which environmental, economic and social stakeholders have been invited to take part. This means that there as a minimum must be a public consultation about the standard.
- The standard and documents related to the standard must be public.
- The standard is evaluated and revised on a regular basis so that the process is developed and environmental impact reduced on an ongoing basis.
- Nordic Ecolabelling places particular emphasis on the standard having absolute criteria that protect against illegal fishing and depletion of natural biodiversity.

Requirements regarding standards for wild-caught fish and shellfish

- The standard must have criteria stating that the fished stocks must not be overfished and that they are to be maintained at a level that promotes the objective of optimal utilisation over the long term.
- Assessment of fish stock status and trends and of the impact of the fishing on surrounding ecosystems is to be based on adequate and scientifically relevant data/information.
- The standard must require consideration of ecosystems, i.e. assessment of the negative effects of the fishing.
- The standard must have criteria aimed at minimising by-catch/discards. This can be fulfilled for instance by doing a risk assessment.

Requirements regarding farmed fish and shellfish

- The standard must contain criteria concerning environmental aspects that ensure sustainable farming, which includes requirements on fishing for feed purposes.
- Animal health and welfare.
- Food safety.

Requirements on certification systems and certification bodies

- The certification system must be transparent, have major national or international credibility and be able to verify that the requirements of the standard are met.
- The certification body must be impartial and trustworthy, i.e. certification must be carried out by an accredited, competent third party.
- The certification system must be suitable to verify that the requirements of the standard have been met. The methods used in certification must be replicable and applicable for fishing/farming. Certification must primarily take place in accordance with a specific standard.
- Checks must be carried out of the standard of the fishing/farming before the certificate is issued.
- The certified fishing/farming must be checked/audited on a regular basis.

Requirement regarding CoC (Chain of Custody) certification

A requirement for CoC may be evaluated if the requirements laid down by authorities require supplementing:

- The products must be traceable throughout the production chain with at least the catch zone, trade name (scientific name) and production method (farmed/wild) (ref.: Regulation 104/2000/EC which only applies to non-processed products).
- Chain of Custody certification is to be carried out by an accredited competent third party, as is the requirement for certification of the fishing.
- The system must set requirements for the CoC chain guaranteeing traceability, documentation and checks throughout the production chain.

Documentation

- Copy of standard
- Contact information (name, address and telephone number) to the organization who has developed the standard and audit report.
- References to persons who represents stakeholders who have been invited to participate in the standard development.

Please note that Nordic Ecolabelling may request further documentation to examine whether the requirements of the standard and certification system in question can be approved.

Appendix 3 Description of the energy tool and how the energy index is calculated

To assess the store's energy efficiency, Nordic Ecolabelling uses a calculation method that can be described in simple terms as follows: A unique ideal value in kWh is calculated based on the store's unique circumstances. The kWh of the ideal value is then compared with the store's stated actual energy use in kWh. The difference between the ideal value and the actual energy use is the store's energy efficiency. Below is a more detailed description of how the calculations work in what Nordic Ecolabelling calls its Energy tool.

The store's ideal value is based on the following factors

To calculate the store's ideal value (also called a target value), the following assumptions have been made: The technical installations are assumed to be modern but not the very best. These technical installations are also assumed to function properly and be on the correct settings. The store's refrigeration and freezer units are assumed to be covered 24 hours a day.

The calculation of the store's ideal value takes account of the following:

- The floor area of the store, including offices and warehouse. (The store's internal floor space. If the premises are rented – the area for which the store pays rental. Warehouses/loading bays that have no heating or cooling should not be included.) The floor area is used to calculate what energy use the store should have for: lighting, ventilation, cooling and heating. The ideal value takes account of circumstances where the energy to operate the store's ventilation and heating is not part of the store's stated energy use. (For more information, see below.)
- Annual average temperature according to www.smhi.se, www.fmi.fi, www.met.no, www.dmi.dk
- No. of portions of food the store has prepared. (The food must have been prepared using heat, but may be sold chilled. If food is sold loose, the store may calculate the number of portions based on the total quantity sold.)
- The length in metres of the display chillers and freezers (both fixed installations and plug-in displays. Low displays are included at 2/3 their length). Always consult the case officer if in any doubt.
 - Display chillers taller than 1.7 metres (5/6 levels)
 - Display chillers lower than 1.7 metres (3 levels)
 - Serve over counters and single level chillers
 - Chest display chillers
 - Display freezers taller than 1.7 metres
 - Combi freezers (upright and chest)
 - Chest display freezers
 - Other: State the chiller unit's ISO 2 figure

- No. of chiller and freezer rooms and their floor area
- Size in m² of doors to bakery ovens
- Size in m² of the chicken roasters

Annual energy use in the store

The store should state its annual purchase and sale of energy. This entails:

- The amount of electricity in kWh. Easiest to document with a copy of the invoice(s) or a screenshot from the store's electricity supplier showing the company's name and electricity use over the past 12 months.
- The amount of district heating. Easiest to document with a copy of the invoice(s) or a screenshot from the store's supplier showing the company's name and district heating use over the past 12 months.
- Other energy purchases, e.g. oil. Easiest to document with invoices and, if appropriate, a reading of the amount of oil at the start and end of the measurement period.
- The amount of energy that has been passed on for use by another tenant. There should be a meter, and the store should be able to show how much energy has been passed on so that it can be deducted from the store's figure for amount of energy purchased.
- Energy produced on the premises without passing through the public electricity grid does not need to be included in the calculation, e.g. electricity from solar panels or wind turbines.
- Model values are added to the store's annual energy use if the store declares that the stated energy use does not include operation of ventilation and heating.

Comparison between ideal values and actual use – individual stores

The way the energy tool calculates the store's energy efficiency, based on ideal values and the store's reported energy use, is illustrated in the example below:

Store's energy use is 150 000 kWh. Calculated ideal value is 100 000 kWh. The ratio between the store's energy use and the ideal value is $150\,000/100\,000 = 1.5$

The store in the example above uses 50% more energy than it should and its energy index is therefore 1.5.

Comparison between ideal values and actual use – retail chain

When calculating the average index value for a retail chain, it is important that a small store with very good energy efficiency does not have too great an impact in comparison with larger stores in the same chain with poor energy efficiency. The energy tool therefore calculates the retail chain's average by weighting the different stores' ideal value. This can be illustrated by the following example:

	Store 1	Store 2
Ideal value in kWh	1.000.000	1.100.000
Energy use in kWh	1.500.000	1.600.000
Energy index	1,50	1,45

By weighting each of the stores' ideal value in the calculation of the retail chain's average, we get the following energy index:

$$\sum \text{energy use} / \sum \text{ideal value} = (1.500.000 + 1.600.000) / (1.000.000 + 1.100.000) = 1,48$$

Internet stores comprising multiple units must calculate their average energy index in the same way as a retail chain.

Appendix 4 Description of how the energy efficiency is calculated for Finnish stores

Finnish stores that can confirm that both the electricity for ventilation and the energy for heating are included in the data for energy purchases can document the energy requirements by calculating the store's relative energy consumption.

The relative energy consumption is calculated as follows for the individual store:

$$\text{BREY} = E / (F * E_{\text{electricity}} + E_{\text{heat}}) * E,$$

E = the store's purchased energy in kWh/m²

$E_{\text{electricity}}$ = the store's purchased electricity in kWh/m²

E_{heat} = the store's purchased heating in kWh/m²

Correlation factor $F = \text{AKF} / 40$ where $F_{\text{max}} = 1.25$ and $F_{\text{min}} = 0.75$

PCF = the store's proportion of chilled and frozen foods as a percentage of grocery sales

The retail chain's average is calculated as follows:

The Smak chain comprises 5 stores. All the units meet the requirement that all the units have a relative energy consumption (BREY) of less than 25% above the obligatory limit value. The table below shows each individual store's BREY value and limit value.

Store no.	BREY	Limit value
1	400	425
2	350	340
3	390	425
4	520	510
5	410	425

The limit value that the chain must comply with is:

$$\text{Limit value}_{\text{chain}} = \sum \text{Limit value} / 5 = 425$$

The chain's average relative energy consumption is:

$$\text{BREY}_{\text{chain}} = \sum \text{BREY} / 5 = 414$$

This chain meets the obligatory requirement.

Appendix 5 Description of to convert volume of waste to weight of waste

Stores that have their general waste reported to them as a volume by their waste management contractor may use the following formula to convert to weight:

The store's general waste in kg = Volume of general waste * ((estimated proportion of food waste * 380) + (remaining proportion * 120))

The basis for this calculation is Avfall Sverige's report "Volymvikter för avfall" (Volume weights for waste), which gives the following reference values for weight of waste:

Food waste: 380 kg/m³

Combustible waste: 120 kg/m³

The example below illustrates how the calculation works:

A store has general waste of 10 m³ per million kroner in sales. Of this, the store states that half is food waste. The calculation is thus:

The store's general waste in kg = 10 * ((0.5 * 380) + ((1 - 0.5) * 120)) = 2500 kg/million kroner in sales