

How to valide my ingredients?

This document has been completely revised, modifications do not appear.

The list of ingredients corresponds to the Excel file **F005(GC-COS)en - List of ingredients and suppliers**.

There is only one list for the ingredients validation under the Ecocert and/or the COSMOS standard(s).

This list must contain **ALL** the ingredients which will then be used in your formulas. Therefore, before any new formula submission, the list of ingredients must be filled in if necessary and the new ingredients must be approved by Ecocert.

You must create **ONLY ONE** list of ingredients (and not one list of ingredients for each formula, applicant, etc).

A. How to fill in the list of ingredients?

For any new ingredient submission, you must fill in this list (ingredient code, INCI name, trade name and supplier).

It is important to codify **ALL** ingredients which are to be used. Don't forget to codify water.

If there is no internal coding system, you can number them from 1 to XXX fro example.



Important points to note:

- Codify **ALL** ingredients including water.
- All columns must be filled in (INCI name, trade name and supplier).
- If you have several suppliers for one ingredient, enter them all on the same line, precisng the different trade names.
- If some of your ingredients are supplied by your brand owner, enter this in the supplier cell.



B. What documents are needed for ingredient approval?

Each ingredient must be approved by Ecocert. Several documents must be submitted to your certification officer depending on the type of ingredient:

1. Approved raw materials (internet website)

Please provide accurate details of the ingredient's INCI name, trade name and supplier. You can find the approved raw materials (Ecocert and COSMOS) on the following websites:

- <http://ap.ecocert.com/ecoproducts/>: raw materials approved for Ecocert and/or COSMOS standards by Ecocert
 - <http://www.cosmos-standard-rm.org/>: raw materials approved for the COSMOS standard by the COSMOS certification bodies of whom Ecocert
- The passwords will be provided upon request.

An attestation of conformity under Ecocert standard is not recognized for an COSMOS validation (and conversely).
This document is not a certificate.

Example of an Ecocert attestation of conformity under both standards Ecocert and COSMOS:



CHECKING OF RAW MATERIALS CONFORMITY ACCORDING TO THE NATURAL AND ORGANIC COSMETIC ECOCERT AND COSMOS STANDARDS

THIS DOCUMENT IS NOT AN ORGANIC CERTIFICATE

Company: **Client XXX**

Application n°2996

F-PIC-057 The present documents must be restored on request. Only the signed original document is valid. Page 1 sur 1

If complying, these raw materials can be used in the formulation of cosmetics certified according to the Ecocert and COSMOS standards. The applicant is responsible for the compliance of its products with general regulation.

NOM de la matière première

Function: **XXXX**

INCI: **XXXXXX**

Conformity ECOCERT:	YES	Plant Ingredient :	X %	Synthetic Ingredient :	Y %
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Conformity COSMOS:	YES	PPAI :	A %	CPAI :	B %	Synthetic Moiety :	C %
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Comments:


2. Perfumes

For perfumes **of which the perfumers are engaged with** Ecocert (see list of engaged companies online), please just provide us the exact reference of the perfume and the

name of the perfumer. Your certification officer will then contact the perfumer directly to get the ingredient approved.

For perfumers that are not engaged, please provide us the perfume technical data sheet and a raw material questionnaire completed and signed by the manufacturer.


The questionnaire must describe all the ingredients of the perfume and their process of obtention; if it is not possible to notify the exact quantities of each ingredient, the percentage of physically and the percentage of chemically processed ingredients must be specified.

 **Please note:** For COSMOS, only the online Ecocert questionnaire and the COSMOS questionnaires of the other certification bodies are acceptable.

3. Synthetic ingredients

The authorized synthetic ingredients are listed below. Please provide a technical data sheet and a material safety data sheet for their validation. The questionnaire is not necessary for these ingredients.


Ingredient (INCI Name)	Function
Benzoic acid and its salt	Preservative
Benzyl alcohol	Preservative
Dehydroacetic acid and its salt	Preservative
Salicylic acid and its salt	Preservative
Sorbic acid and its salt	Preservative
Tetrasodium glutamate diacetate	Chelating agent
Tertiary butyl alcohol	Denaturing agent
Isopropyl alcohol	Denaturing agent (not authorized for COSMOS)
Denatonium benzoate	Denaturing agent

 **Please note:** For the COSMOS standard, only the tertiary butyl alcohol and the denatonium benzoate can be accepted as denaturing agents if they are required by law. Where required by law, the use of a denaturing agent not compliant with the standard will be studied by the committees.

4. Ingredients from Organic Agriculture

You must provide us a certificate attesting to compliance with the organic production method for the ingredient. The supplier's license is not sufficient to approve these ingredients. Please also provide us a technical data sheet precisising the exact composition of the ingredient

For COSMOS only, you have also to provide the form **F383(COS)en - Additional information for Organic certified Chemically Processed Agro Ingredients** if it is a chemically transformed ingredient (alcohol, glycerin, hydrogenated oil...).

 **Please note:**
 Make sure that your certificates have been issued by recognised certification bodies (NOP, JAS, European regulation, etc.).
 An ingredient which has a food certificate but that contains a non authorized component (ex: synthetic ascorbic acid), cannot be accepted.
 A sample of a certified ingredient cannot be used for manufacturing finished products / bulks / ingredients (not covered by the certification).

Every product or ingredient which claims mentions such as: « free sample – cannot be sold » will be considered as a sample.

5. Ingredients certified under a cosmetic standard

You must provide us a copy of the corresponding certificate. It is important to check that your ingredient is listed on the certificate.

For COSMOS only, you have also to provide the form **F383(COS)en - Additional information for Organic certified Chemically Processed Agro Ingredients** if it is a chemically transformed ingredient (alcohol, glycerin, hydrogenated oil...).

These cosmetic certified raw materials must contain certified organic ingredient without any required minimum.



Please note:

For Ecocert, only the Ecocert cosmetic certificates, the COSMOS cosmetic certificates and the cosmetic certificates of the other founding members of the COSMOS AISBL (Soil association, ICEA, Qualité France, BDIH) under their own standards are directly recognized.

For COSMOS, only the COSMOS or Ecocert cosmetic certificates are accepted.

An ingredient certified under the COSMOS standard but which contains a non authorized ingredient (ex: chitosan from animal origin, carmine, silk, tin oxide or irradiated mineral), cannot be accepted under any standard.

Ingredients certified under the COSMOS standard but which contains absolutes, concretes or resinoides extract with a not compliant solvent can only be used for COSMOS Natural certified products and not for COSMOS Organic certified products and Ecocert certified products.

6. Plant extracts

For the plant extracts (aqueous extracts, hydrolates, hydro alcoholic extracts...), please complete the Excel file **F305(GC)en - Formula for aqueous plant extract ECOCERT** for a certification under the Ecocert standard and the Excel file **F305(COS) - Aqueous extract COSMOS** for a certification under the COSMOS standard.

The technical sheet **TS012(GC) – formula** can also help you to fill in these formulas.

For the non aqueous extracts, please use the formula file **F007(GC)en - Formula for finished products ECOCERT** (for oil maceration for example) for the Ecocert standard, and the file **F306(COS)en - NON Aqueous extract COSMOS** for the COSMOS standard.

7. Other ingredients

For all the other ingredients, please provide us a technical data sheet, a material safety data sheet and a questionnaire completed and signed by the manufacturer. It is important to know the nature of all the implicated components and their process.

If your ingredient is an extract or contains an extract, please also provide the formula files describe in the article 6.



Please note: For COSMOS, only the online Ecocert questionnaire and the COSMOS questionnaires of the other certification bodies are acceptable.

Important points to note:

- The questionnaire **must be completed and signed by the manufacturer** and not the supplier of the raw material.
- For a fermentation/biotechnological process, a declaration of all the components of the milieu of the fermentation/culture is compulsory.
- The use of a synthetic perfume/colouring agent is forbidden, regardless of the quantity.
- The ingredients from mineral origin are listed in the technical sheet TS034 for the Ecocert standard and in the pages 19/20 for the COSMOS standard. The use of another ingredient from mineral origin must be submitted to the committees through the submission of a technical file.
- A sample of a non organic raw material can be accepted if the traceability is compliant on the label/delivery note.

8. Examples for the organic calculation for the chemically transformed ingredients
Example 1: Case for ingredients for which the incorporated weight of reagents is unknown (H2 for example)

Hydrogenation of organic olive oil:

% organic = Molar weight of the organic moieties of hydrogenated olive oil / molar weight of the hydrogenated olive oil

In this case, the organic moieties of the hydrogenated olive oil come from the organic olive oil → the molar weight of the organic olive oil will be taken into account.

	Olive oil	Hydrogen	Hydrogenated oil
Molar Weight (g/mol)	885	2	891
Weight of reagents (kg)	100	?	100.7

$$\% \text{ organic} = 885/891 \times 100 = 99.3\%$$

Example 2 : Case for ingredients for which the incorporated weight of reagents is known

Reaction between organic hydrogenated olive oil and non organic alcohol:

Organic % of the ingredient = weight of organic reagents / weight of all reagents

The organic % is weighted by the organic and non-organic reagents recycled or eliminated and by the final content in terms of active substance.

$$\% \text{ organic} = (\text{Weight organic reagent} - \text{Weight organic recycled/eliminated reagents}) / (\text{Weight reagents} - \text{Weight recycled/eliminated reagents}) \times \% \text{ active substance}$$

Information given by the manufacturer:

% organic hydrogenated oil: 99.3%.

No recycling/elimination of reactants or by-products.

No water, % active substance: 100%.

	Hydrogenated olive oil	Alcohol	Ester
Molar Weight (g/mol)	891	270	537
Weight of reagents (kg)	100	90.9	180.8

$$\% \text{ organic} = (100 \times 0.993 - 0) / (100 + 90.9 - 0) \times 100 = 52\%$$