

**GUIDELINE FOR THE
CHECKING OF LABELS AND
COMMUNICATION
DOCUMENTS**

COSMOS STANDARD

A. Labels

The labelling project that you must submit to Ecocert for verification and validation has to comply with COSMOS Standard requirements and with the general rules and regulations of every country where the products are to be sold.

If possible, the brand owner, himself, should submit his/her labels for practical reasons.

All labels referring to Ecocert and/or the certification must be submitted for checking and validation by Ecocert **before printing**.

This validation, symbolized by the Ecocert stamp, proves the compliance of your label with the COSMOS Standard for Natural and Organic Cosmetics.

It's your responsibility to ensure that your labels comply with the regulations of the country where the products are to be sold.

1. Mentions to indicate for a certified finished cosmetic product:

The articulation between the Standard requirements and the Code of Consumption dispositions related to the certification is summarized as follows:

Mandatory references :

	COSMOS ORGANIC	COSMOS NATURAL
COSMOS signature		
Certification reference	COSMOS ORGANIC certified by Ecocert Greenlife according to COSMOS Standard available at http://COSMOS.ecocert.com ¹	COSMOS NATURAL certified by Ecocert Greenlife according to COSMOS Standard available at http://COSMOS.ecocert.com ¹
Percentage of ingredients from Organic farming	XX % of the total ingredients are from Organic Farming	No Subject
On the INCI list	Symbole on organic physically processed agro-ingredients referring to « from Organic Farming »	No Subject
	An other symbole on organic chemically processed agro ingredients referring to « made using organic ingredients »	

The mentions altogether must be visible for the consumer when buying the product, and must be displayed on the product's box or case, if there is one. However, all, or a part of these mentions, can be repeated on an attached notice or on an interior packaging.

Non mandatory references :

	COSMOS ORGANIC	COSMOS NATURAL
Percentage of ingredients from Organic farming		XX % of the total ingredients are from Organic Farming (Not in front page)

Percentage of organic origin ingredients by weight in the product without water and minerals	YY% organic of total minus water and minerals	YY% organic of total minus water and minerals (Not in front page)
On the INCI list		Symbole on organic physically processed agro-ingredients referring to « from Organic Farming » (Not in front page)
		An other symbole on organic chemically processed agro ingredients referring to « made using organic ingredients » (Not in front page)
Use of the word « Organic »	<p>The word "organic" can be used if the product is at least 95% organic.</p> <p>For products that are less than 95% organic, it is allowed to make reference to the organic ingredients</p> <p>The word « organic » can be used in the name of a brand if all the products of this brand are COSMOS ORGANIC certified</p>	<p>A COSMOS NATURAL product can not have in the front page :</p> <ul style="list-style-type: none"> - Any Organic reference - Any reference to an Organic ingredient - Any organic percentage

Certification is for products only. A brand, a packaging, a formula... can't be "certified" by Ecocert.

Examples of chemically processed organic ingredients:

Alcohol, glycerin, hydrogenated oils, saponified oils...

Remarks:**- Percentages:**

Percentages can't be rounded up.

The number of decimals is not imposed by Ecocert, however it is advised to use percentages without decimals.

- INCI list:

As the INCI list is of your responsibility, Ecocert doesn't check the order of the ingredients.

Ecocert only checks the concordance between the INCI list and the validated formula. Each difference with the validated formula will have to be justified.

Your certification officer will check the presence of asterisks on the organic ingredients.

If you use an ingredient which is organic and non organic, this ingredient has to appear only once in your INCI list. Consequently, **you can't claim the organic nature of this ingredient** thanks to the asterisk in the INCI list.

Asterisks on allergens are not allowed.

The INCI list for products with only one ingredient is compulsory.

- Logo:

No other logo than the Ecocert's logo should be put next to an Ecocert's reference in order to avoid any confusion for the consumer (a derogation could be granted if the packaging is too small).

- Translation of the INCI list in vernacular language:

If you want to translate the INCI list in common language, please translate the **entire list**. If you want to translate one part of the INCI only (active agents for instance), please make sure that your labelling does not mislead the consumer on the exact product's composition.

- Translations and multilingual labels:

You have to check the conformity of your products with the current regulations of the distribution countries of your certified products.

The rules for the approval of labels are, by default, the same for all distribution countries.

The certification statement, the percentages and the reference to organic ingredients must appear at least once, in the same language, on your certified products.

These mentions are compulsory for a COSMOS ORGANIC product.

If you want to add a certification statement and/or the percentages in another language, they have to be translated correctly and entirely.

Translations are available in French, English, Italian, Spanish and German. For all other languages, you have to submit the translated label in French or English with the form F372(GC-COS)en - Commitment for the conformity of the translations filled.

- **Finished product without label:**

The label on the box must be submitted for validation. The name of the finished product and the certification statement must appear on this label.

The INCI list and the percentages must be correct if they appear on the label but they are not compulsory.

Besides, the label rules are the same as the ones for finished products with label.

- **Minor modification:**

For a minor modification without effect on certification statements, %, logo, INCI list, Organic/Natural claims or the name of the product, the revalidation of the label is not necessary. You have to send, before printing, the new label with a statement specifying the modifications you made.

2. Mentions à indiquer dans le cas d'une matière première certifiée pour les cosmétiques

If the ingredient is certified as a finished product, it has to display the COSMOS ORGANIC or COSMOS NATURAL signature and the previous rules have to be applied.

Otherwise, when it is sold as an ingredient only, the label can not display these signatures. Instead, it has to have the following statement : « **certified as X% organic to COSMOS-standard available at <http://COSMOS.ecocert.com>**¹ ». Other rules remain identical.

All these mentions must appear on product's label or on an enclosed technical form. In all cases, the name of the product and the certification body must appear on the label.

If you want to indicate organic ingredients and chemically processed organic ingredients, you have to use symbols referring to "ingredients from organic farming" and "made using organic ingredients".

Rules regarding the logo, organic claims and the INCI list are the same than the ones for finished cosmetic products.

A generic label (with only: commercial name + certification statement) can be validated for raw materials if each technical sheet is validated and if you commit yourself to fit the label to the raw material that is sold.

1. Mentions to indicate in the case of a service provision (case of a preparer)

In a case of a service provisioning, you can't refer to the certification of a product.

The statement to be used for your invoices, delivery slips, labels... is:

¹ mention « available at <http://COSMOS.ecocert.com> » is non mandatory.

"Service provision checked by Ecocert Greenlife"

B. Communication documents

This concerns TV/radio/press advertisements, websites, samples labels, displays, catalogues, point of sale adverts, notes...

Communication documents referring to Ecocert and/or the certification have to meet labelling rules for finished cosmetic products.

You don't have to submit all communication documents for validation.

A commitment to comply with the previous rules for your communication documents has to be signed (F373(GC-COS)en - commitment for the communication documents) and every text presenting the Ecocert company and/or the certification must be provided and validated (through a communication document or a draft).

You also have to complete and submit the list of communication documents (F374(GC-COS)en - List of communication documents) to your certification officer.

During inspections, some communication documents are selected by the inspector for validation.

If, following the inspection, a communication document is not complying; the corrected version should be submitted and validated before any new printing/publishing.

C. Translation

Langue		French	German	Italian	Spanish Spain/ South America	
Organic ingredients		Ingredients from organic farming	Inhaltsstoffe aus kontrolliert biologischem anbau	Ingredienti prodotti da agricoltura biologica	Ingredientes procedentes/provenientes de la agricultura ecológica/ orgánica	
Organic chemically processed ingredients		Made using organic ingredients	Hergestellt mit Bio-Inhaltsstoffen	Fatto a partire d'ingredienti biologici	Hechos/Transformados a partir de ingredientes ecológicos/ orgánicos	
% BIO		XX % of the total ingredients are from organic farming	XX % der gesamten Inhaltsstoffe sind aus kontrolliert biologischem anbau	XX % del totale degli ingredienti sono prodotti da agricoltura biologica	el XX % del total de los ingredientes procede/proviene de la agricultura ecológica/ orgánica	
Certification statement	Finish product	NAT	COSMOS NATURAL certified by Ecocert Greenlife according to COSMOS standard available at http://COSMOS.ecocert.com ¹	COSMOS NATURAL nach dem COSMOS Standard durch Ecocert Greenlife zertifiziert, Standard verfügbar unter http://COSMOS.ecocert.com ¹	COSMOS NATURAL certificado da Ecocert Greenlife secondo il disciplinare COSMOS disponibile su http://COSMOS.ecocert.com ¹	COSMOS NATURAL certificado por Ecocert Greenlife según el estándar COSMOS disponible en http://COSMOS.ecocert.com ¹
		BIO	COSMOS ORGANIC certified by Ecocert Greenlife according to COSMOS standard available at http://COSMOS.ecocert.com ¹	COSMOS ORGANIC nach dem COSMOS Standard durch Ecocert Greenlife zertifiziert, Standard verfügbar unter http://COSMOS.ecocert.com ¹	COSMOS ORGANIC certificado da Ecocert Greenlife secondo il disciplinare COSMOS disponibile su http://COSMOS.ecocert.com ¹	COSMOS ORGANIC certificado por Ecocert Greenlife según el estándar COSMOS disponible en http://COSMOS.ecocert.com ¹
	Raw material	Certified as x% organic by Ecocert Greenlife according to COSMOS-standard available at http://COSMOS.ecocert.com ¹	Zertifiziert als X% biologisch nach dem COSMOS Standard durch Ecocert Greenlife zertifiziert, Standard verfügbar unter http://COSMOS.ecocert.com ¹	Certificato al X% biologico da Ecocert Greenlife secondo il disciplinare COSMOS disponibile su http://COSMOS.ecocert.com ¹	Certificado al x% ecológico por Ecocert Greenlife según el estándar COSMOS disponible en http://COSMOS.ecocert.com ¹	
Service provision		Service provision checked by Ecocert Greenlife	Dienstleistung durch Ecocert Greenlife kontrolliert	Prestazione di servizio controllata da Ecocert Greenlife	Prestación de servicio controlada por Ecocert Greenlife	

¹ mention « available at <http://COSMOS.ecocert.com> » is non mandatory.