

Japan EPD Program by SuMPO

Review Panel Establishment and Operation Rules

Document ID: JR-03-04

Sustainable Management Promotion Organization

Revision history

Version	Date	Page	Details
04	April 1, 2022	-	Modifications due to changes in the program name.
03	October 1, 2019	-	Modifications due to changes in the program operator.
02	February 16, 2018	2	Article 2 Revision to operations (isolation of registered data decisions).
01	April 28, 2017		Document created. Newly published following integration of EcoLeaf Program and CFP Program.

(Purpose of Rules)

Article 1. These rules specify the establishment and operation of a review panel to make the final decision for product category rules (“PCR”) certification, confirm verification and decision results for verification, and make the final decision for registered data certification in Japan EPD Program by SuMPO (the “Program”) operated and administered by Sustainable Management Promotion Organization (“SuMPO”).

(Duties)

Article 2. The review panel shall make the following confirmations and final decisions.

- (A) Final decision for PCR certification
- (B) Evaluation and final decision for registered data
- (C) Confirmation of verification results in the product-by-product verification method, one of the verification methods used in the Program
- (D) Confirmation of the audit results in the system certification method, one of the verification methods in the Program

(Structure)

Article 3. The review panel shall consist of approximately three members appointed by SuMPO for each task from among members appointed under Article 4 of these rules. The review panel in Article 2 (A) must consist of at least one chairperson and two members.

(Note) Interested parties and verifiers, such as business operators applying for verification under this label, and interested parties such as business operators applying for PCR certification, cannot become members of the review panel for matters of deliberation involving them. The chairperson in Article 2 (A) must be independent of the industry of the product line involved.

(Panel Member Competence and Appointment)

Article 4. SuMPO shall, with the consent of the appointee, appoint panel members from among those with knowledge of the SuMPO's environmental labeling program, experts in LCA methods, and those skilled in verification or system auditing. For Article 2 (A) and (B), external panel members shall be appointed as necessary.

(Term of Office)

Article 5. The term of office for committee members shall be two years. However, this shall not preclude the reappointment of panel members.

- (2) The term of office for committee members appointed as a replacement or an additional member shall be the remaining term of the predecessor or other incumbent members.

(Chairperson)

Article 6. The chairperson shall be appointed by SuMPO at the same time as the appointment of panel members in accordance with Article 3.

- (2) The chairperson shall summarize the results of final decisions.

(Convocation, etc.)

Article 7. SuMPO shall convene panel members to host the review panel.

- (2) The review panel may perform confirmations and final decisions in writing at the discretion of SuMPO.

(Attendance by Non-Panel Members)

Article 8. If deemed necessary, the chairperson may have a party other than a panel member attend the review panel meeting to hear their explanations and opinions.

(Confidentiality)

Article 9. Any panel members and non-panel members in attendance must not divulge to a third party any confidential information obtained from confirmations, final judgments, distributed materials, etc. in the review panel.

(Review Panel Disclosure)

Article 10. The review panel shall not publicly disclose its meetings or meeting minutes.

- (2) For Article 2 (A), the PCR review report shall be issued to the applicant.

(General Affairs)

Article 11. General affairs of the review panel shall be handled by SuMPO.

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