

Required procedures

- 1- The establishment representative will submit product tree to EOS and Fulfilling the required documents as stated in the attached annex (in case of non availability of product test report , applicant will submit application to conducts required tests by EOS as well as determining the fees for tests and its period
- 2- the prescribed fees for having the usage of the card will be determined by EOS after
- 3- Fees to be paid to have license to use the card (2000EGP for each product of products tree according to ministerial decree no 116/2022, as for the types stipulated under each family 300 EGP will be paid for license for each type
- 4- The audit group will do the following :
 - Study products tree for the company to determine the fees for licensing the usage of environmental performance card
 - Study the application and documents
 - Check the accuracy of test report issue body
 - Check the maximum limits for contaminants according to test report
 - Conformity of the product to ES regarding the product
 - Issue a certificate from EOS to fix(stick) environmental performance card within 30 days max from the date of issuing the submitted form as well as all relevant documents and paying specific charges

Requirements for submitting needed documents to have environmental performance card for Paints

First : local product

1- 1- list of products at the submitting company which will be licensed to use the card (products tree) and in front of each product the classification will be set (A.B.C) specified by the client
2- Form to have the license to use environmental performance card(will be delivered at EOS)
3- Letter from the CEO of the company in the name of EOS Chairman to have the license to use environmental performance card original +annexed by item 1.2
4- Written authorization from the company to official in charge for submitting and receiving documents and licenses (Original)
5- Valid Industrial and commercial records and mentioned in both the product submitted to have the card(copy)
6- Statement of having the commercial mark property issued by the ministry of Supply and Internal Trade (copy)
7- Conformity certificate for the product to the relevant ES
8- for companies having Egyptian Quality Mark copy of statement of the mark
9- Technical report of test results from certified body for the product submitted for the card within a period not exceed 2 months from the date of issuing the report (original)
10- Availability of active Environmental management system for the factory (in case of having ISO 14001 or equivalent this is considered as sufficient)
11- Photocopies of packages and data card of the product
12- Technical data sheet of the product

Renewal requirements :

All above besides all previously issued licenses

Second : Exported product

1- Valid commercial record containing the applicant product
2- Form to have the license to use environmental performance card(will be delivered at EOS)
3- Letter from the CEO of the company in the name of EOS Chairman to have the license to use environmental performance card original +annexed by item 1.2
4- Written authorization from the company to official in charge for submitting and receiving documents and licenses (Original)
5- Agent. exporter
6- Certificate of Conformity to the relevant standards
7- Technical report of test results from certified body for the product submitted for the card within a period not exceed 2 months from the date of issuing the report (original)
8- Availability of active Environmental management system for the factory (in case of having ISO 14001 or equivalent this is considered as sufficient)
9- Photocopies of packages and data card of the product
10- Technical data sheet of the product
<u>Renewal requirements :</u> All above besides all previously issued licenses