

# Best Practice PVC

## Guide to Applicants for use of the Best Environmental Practice PVC Trade Mark

The Vinyl Council of Australia has established an application process, Registry and Trade Mark that manufacturers and suppliers who qualify can use to indicate their products' compliance with the Best Practice Guidelines of the Green Star PVC Credit.



# Best Practice PVC

Best Practice Guidelines for PVC products in the built environment have been developed by the Green Building Council of Australia (GBCA) in the PVC Credit of the Materials Category of GBCA's Green Star rating tool (2010). To demonstrate compliance with the Guidelines, the product(s) must be independently verified by a third party auditor. Under the PVC Credit, compliant PVC product may earn up to two points towards the building project's Green Star rating.

The Best Practice Guidelines are provided in the document *Literature Review and Best Practice Guidelines for the Life Cycle of PVC Building Products* published by the Green Building Council of Australia and available on its website at [www.gbca.org.au](http://www.gbca.org.au).

The GBCA has published a *Green Star PVC Credit – Auditor's Verification Guidance (updated 2013)* document to provide the means by which independent verifiers are to establish compliance of PVC products. This document is also available from the GBCA's website.

## The 'BEP' Trade Mark

For building projects registered after the 1 March 2012, the GBCA will only accept an independent auditor's assessment as evidence of a PVC product's compliance to the Best Practice Guidelines.

In order to assist project managers and specifiers recognise compliant PVC products in the market, the Vinyl Council of Australia (VCA) has established an application process, on-line Registry and Trade Mark that manufacturers and suppliers who qualify can use to indicate their products' compliance with the Best Practice Guidelines of the PVC Credit.

The VCA is the owner of this Best Environmental Practice (BEP) PVC Trade Mark; as such the VCA requires users of the BEP PVC Trade Mark to comply with the system of Licensee Registration before they can use the Trade Mark or register their products on the BEP PVC Registry.

## The BEP PVC Registry

The VCA will maintain an on-line registry of Licensed BEP PVC products at [www.vinyl.org.au](http://www.vinyl.org.au).

Licensed products will be recorded together with company contact details.

# Information for Applicants

## Registration of Product(s)

1. The Registrant must become a Licensee registered with the VCA for the purposes of the BEP PVC Licence and the use of the Trade Mark.
2. A Licensee must apply for registration of its legal entity with the VCA using the Licence Registration Form supplied. Applications made to the VCA must use the forms provided and must be signed by an officer of the organisation making the registration application.
3. An annual Licensee Registration Fee shall apply to cover administration costs.
4. Evidence of compliance to the Best Practice Guidelines for the PVC Credit in Green Star must be provided for each unique Product range, where the "Product range" is defined as a set of products with the same composition of the Best Practice PVC-compliant component. Evidence consists of a true copy of the third party verification certificate of compliance issued in accordance with the Green Building Council of Australia's Best Practice Guidelines and the Verification Guidance document published by the Green Building Council.
5. When a product registration is accepted by the VCA a Product Registration Number will be issued along with the Trade Mark.
6. Product Registration Fees may apply as dictated by the Board of Directors of the VCA, to cover the costs incurred in administration, marketing and other elements of maintenance of the Trade Mark.
7. A Licensee must be a registered legal organisation and comply with relevant Australian / New Zealand regulations.
8. Licensee registrations are not transferable to another organisation. Product registrations are not transferable.
9. The period of validity of registration corresponds to the term of the Licence, itself determined by the Audit certificate issued.
10. The Licensee must reapply for a Trade Mark Licence after registration expires. The Licensee can withdraw a Product registration at any time with written notice of such withdrawal to the VCA.
11. There is no process of review of the Licensee declarations by the VCA other than confirmation of the completeness of the compliance evidence and validations provided. The VCA claims no expertise in relation to the compliance of products to meet Best Environmental Practice criteria, the liability for which is taken up by those who verify the product declarations.

12. The details of the product registered and the Licensee will be recorded in the BEP PVC Registry on the VCA web site maintained by the VCA. This list may be linked to the Green Building Council of Australia web site.
13. VCA reserves the right to terminate the use of a Trade Mark by a Licensee and registration of the licensed Product.

### Use of the Trade Mark

The BEP PVC Trade Mark, once issued, can be displayed on the product, in promotional materials and on samples of the product without alteration, in accordance with the Trade Mark Style Guide issued by the VCA.

The Trade Mark may not be altered, distorted, or over-printed. The colours of the Trade Mark cannot be altered but the Mark may be used in black only or white only.

The Trade Mark can be accompanied by an explanation of the criteria met under the BEP PVC compliance system.

The Licensee must not use the Trade Mark in connection with products that cease to meet the BEP PVC criteria.

### Recognising BEP Product

Project managers, specifiers, architects, designers and engineers engaged in Green Star projects seek a way of identifying Best Environmental Practice PVC products in the market place for use in projects. The BEP Trade Mark will assist this process by giving clear and credible recognition to PVC products that have been independently assessed and found compliant with the Green Star PVC Credit best practice guidelines. These products will be able to contribute towards earning Green Star points.

The on-line Registry is a readily available directory of compliant product.

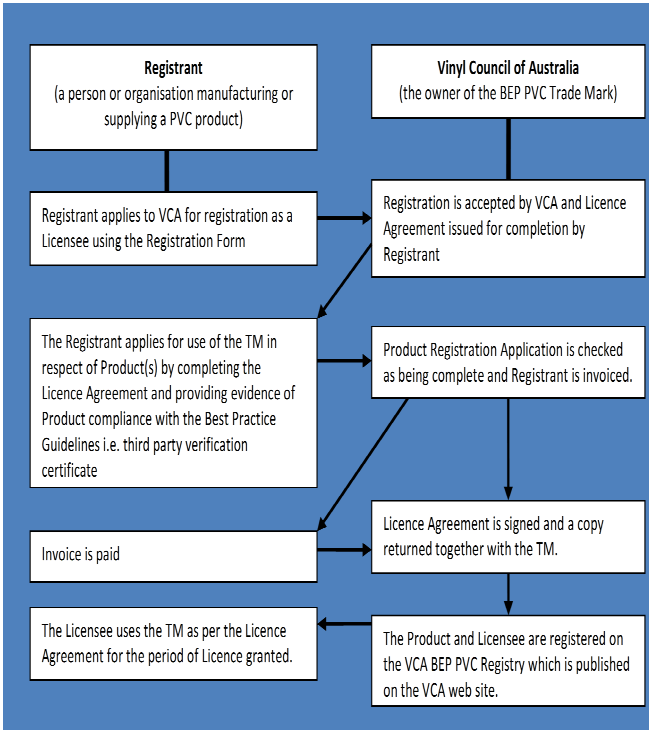
Product manufacturers and suppliers are encouraged to promote their BEP PVC products using the Trade Mark.



## Governance of the BEP PVC Registration

1. Applications for registration of products will be granted or rejected within 3 weeks of receipt of the application in full by the VCA.
2. The VCA retains the right to refuse an application or to terminate a registration on the following grounds:
  - inadequate or incomplete registration declarations
  - unverified declaration detail
  - false or misleading information supplied by the Licensee
  - Licensee registration lapse, or applicant unregistered
  - the VCA has a reasonable belief that the product(s) no longer complies with the Best Practice Guidelines.
3. Changes to the declarations made by the Licensee must be registered with the VCA within two (2) weeks.
4. Changes to the conditions of the registration of the Trade Mark and its use will be recorded on the VCA web site as pending for a minimum of sixty (60) days to allow stakeholder review and comment, before the registration changes are implemented.
5. Decisions to change the Trade Mark and its use will be made by the VCA Board of Directors.
6. Decisions made by the VCA Board regarding the Trade Mark will be recorded on the VCA web site.
7. Complaints regarding decisions on and uses of the Trade Mark can be registered with the VCA. These will be dealt with in an open forum in which all correspondence is available to all stakeholders.
8. Complaint resolution procedure shall involve:
  - appeal to the Board of the VCA in writing by the Registrant
  - review of the complaint by the VCA Board within 4 weeks of the date of receipt of the complaint,
  - the appointment of an independent arbitrator if necessary,
  - engagement of parties in dispute,
  - decision of the parties on the complaint posted on the VCA web site.
9. An aggrieved party may further appeal to the Registrar of Trade Marks.
10. No endorsement of registered products by the VCA or related parties is implied through the BEP PVC registration process, or use of the Trade Mark
11. The VCA and related parties shall not bear any liability for loss or damage resulting from the use of the BEP PVC Trade Mark. The Licensee shall indemnify those parties from any such loss or damage.
12. The Licensee shall also indemnify the VCA for all losses of damage suffered by the VCA as a result of a breach of any provisions of the BEP PVC registration system as stated herein.

# Licensee Application Process



## Licence Mark Registration Fees 1 July 2017 - June 30 2018

Licence Registration Fee	The fee a company (Registrant) pays on application or renewal of application to be registered as a Licensee	A\$300 p.a.
Product Registration Fee	The fee paid by the Licensee for the use of the Trade Mark in respect of all compliant BEP PVC products covered by a verification certificate. Includes listing on the online BEP PVC register and certificate.	VCA Member: \$650* Non-Members: A\$1,500 * *for each year of validity of the Verification Certificate
Product Registration Renewal Fee	The fee paid by the Licensee to renew its use of the Trade Mark and online register listing in respect of all compliant BEP PVC products covered by a new verification certificate.	VCA Member: \$450* Non-Members: A\$1,000 * * for each year of validity of the Verification Certificate

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