Product Compliance Label
Application guide
Introduction

The need for a product compliance labelling system was identified following engagement from numerous Ska Rating stakeholders. Manufacturers and suppliers have approached RICS asking for a way to show compliance with Ska Rating and a wish to publicly associate their compliant products and materials with the benchmark. Assessors and designers are frequently expressing their hesitation in accepting a new type of evidence or the reliability of data of a potentially compliant product. Clients and design teams wish to meet the Ska Rating standard or other environmentally friendly standard but have to spend more time finding appropriate products and solutions, which results in higher costs.

RICS wishes to allow the use of the Ska Rating brand but must ensure it is done accurately, reliably and credibly so that it continues to support and strengthen the market’s confidence in the Ska Rating standard. To meet these needs, the Ska Rating Product Compliance Label has been developed.

Application process

1. Review the targeted good practice measure(s) criteria and evidence required sections. Ensure the product meets the requirements.
2. Ensure all the required evidence is in order and collected in electronic versions.
3. Complete the application form and submit with all required evidence.
4. Make payment based on the type of evidence you are submitting (A, B or C).
5. Following clearing of payment, evidence is reviewed within 3 weeks of this date.
6. The review result is communicated to you and feedback or a certificate is issued.
7. Compliant products are added onto the published list – updated monthly.

Product review outcomes

The review of the submitted evidence will either support the applicant’s statement of compliance or not. Following the review, applicants will either:

- Receive a feedback form advising why the product(s) is(are) not compliant with the criteria
- Receive a certificate of compliance with the licence to use the label for the specific product(s)

List and directory of compliant products

Every product that is compliant will be added to the Ska Rating Product Compliance List (an initial list will be available as products are reviewed) that is updated monthly. Ska Rating Accredited Assessors can check against this list for the corresponding label's unique reference number to establish its validity.

Expiry and renewal of compliance labels

Each Label is issued with a ‘valid until’ date that is dependent on:

1. the criteria it was reviewed against and the evidence it is based on. For example, an FSC certificate is valid for a certain number of years before it needs reviewing, so if the product has achieved compliance based on the FSC certificate then it will need reviewing again when the certificate expires and a new one is issued.
2. updates to the Ska Rating schemes and updates to the criteria to maintain current good practice. For example, if a wall finish achieves compliance based on its recycled and recyclable content being 40% and the updated Ska Rating scheme requires 45% recycled and 100% recyclable content, the Label would need to reflect if it still achieves this.
3. Any changes to the material or product specification details or any aspect of its features and/or manufacture process that affect its compliance.

Any of the above situations invalidate the issued label(s) and suppliers would be required to submit a new application for review.
Suppliers must inform the label issuer when changes to the product specification occur. The Supplier will be contacted in advance of the expiry date or expected Ska Rating scheme update; to date, Ska Rating scheme updates occur every 1–2 years but this is not fixed. Not all criteria are affected.

Current live Ska Rating schemes are:

- Ska Rating for Retail v1.0
- Ska Rating for Offices v1.2
- Ska Rating Pilots v1.0

**Fees and payment**

The review fees will be calculated based on the type of supporting evidence provided, categorised as type A, B, or C. The fee covers the review, the issue of the certificate and label.

<table>
<thead>
<tr>
<th>Type A evidence</th>
<th>Type B evidence</th>
<th>Type C evidence</th>
</tr>
</thead>
<tbody>
<tr>
<td>Showing compliance with an existing recognised label, for example Cradle2Cradle, Green Guide, Ecolabel, listed on ETL or WTL, etc.</td>
<td>Showing compliance with the ISO14025 EPD provision.</td>
<td>Showing compliance with the recycled and recyclable content requirement based on ISO14021 type II self-declaration and IAQ knowledge of emissions. Showing compliance with ETL or WTL criteria (but not listed)</td>
</tr>
</tbody>
</table>

Timber certification evidence is a requirement for all Types where timber is included.

<table>
<thead>
<tr>
<th>Review: £400</th>
<th>Certificate and label: £99</th>
</tr>
</thead>
<tbody>
<tr>
<td>Review: £550</td>
<td>Certificate and label: £99</td>
</tr>
<tr>
<td>Review: £750</td>
<td>Certificate and label: £99</td>
</tr>
</tbody>
</table>

All fees are subject to VAT at the standard rate.

The review(s) will commence once payment is received. All fees are payable to Grigoriou Interiors who will make the respective certificate and label fee payments on the applicant’s behalf to RICS.

**Multiple product reviews**

Scalable fees can be provided to suppliers who wish to submit a significant number of products whose data is similar.

**Contact details**

**Completed applications**

Application forms and supporting documents must be sent electronically to skaproductlabel@grigoriou.co.uk

Within the subject line please include the words ‘Ska Product Label Application’, followed by your company name.

**Enquiries**

For general queries regarding the application process or payment of fees, please refer to the frequently asked questions below or contact Grigoriou Interiors on +44 (0) 207 580 0611.

For technical queries please submit via the above email address only. For queries that are judged to be within the boundaries of a comprehensive application for compliance review, you will be requested to submit an application form along with the relevant documents and fee payment before your evidence is reviewed. This will enable the auditing team to provide the most effective service to every applicant.
Frequently asked questions

What is Ska Rating?
Ska Rating helps landlords and tenants assess fit-out projects against a set of environmental good practice criteria. Find more information on the RICS website.

What type of building projects does Ska Rating cover?
Currently, there are schemes for office fit-outs and retail fit-outs. Projects not qualifying for either of these may be assessed under a pilot scheme, however this does not currently offer certification.

What is the Ska Rating Product Compliance Label?
It is an environmental assessment labelling system designed to help assessors, specifiers and manufacturers by providing a label to certify products that meet individual Ska Rating criteria.

What type of products can apply?
Any manufactured physical product that can be used to meet the requirements of one or more Ska Rating Good Practice Measures. For example: carpet tiles, suspended ceiling tiles, paint, water meters, heat pumps, taps, wall paper, light fittings.

How will the label benefit me?
It helps specifiers streamline their product selection and reduce design research time. It provides assessors with confidence, reassurance and an efficient evidence review process.
It enables manufacturers to differentiate their product(s) and offer them competitive advantage. It is a labelling system for manufacturers looking to enhance their products’ environmental credentials.
Applicants with compliant products have permission to display the Ska Rating Product Compliant Label on the product’s marketing material.
All compliant products with a valid certificate are included on the Ska Rating Product Compliant List available on the RICS Ska Rating Product Compliant webpage.

Can multiple products be included in one label?
This is not possible as the label applies only to one product and its unique specification and/or material properties; it must meet the individual criteria of the Ska Rating Good Practice Measure(s). Applicants may be eligible for a discount if they apply for multiple products with identical data to be certified at the same time.

How do I apply for my product to become Ska Rating Product Compliant?
Download the application form and follow the guidance above.

What are the criteria for becoming Ska Rating Product Compliant?
A product achieves the label by demonstrating compliance with one or more of the Ska Rating Good Practice Measures.

How long does it take to get my product assessed?
Once you have submitted a completed application form, all the required evidence documentation, and the fee has been received, we aim to complete the review process within 15 working days; this is a guideline and not guaranteed.

How much does each application cost?
Fees are based on the type of evidence submitted with the application. See the guidance above.

My product meets the requirements of more than one Ska Rating Good Practice Measure; do I need to apply for two separate Labels?
No, as long as you indicate clearly within your application form that your product meets more than one Good Practice Measure and you include supporting documentation for each measure targeted. The label for a compliant product will indicate which Good Practice Measure(s) your product meets.
Where can I find a list of Ska Rating Compliant products?

A list of compliant products can be found on the RICS Ska Rating Product Compliant webpage.

Who reviews and issues the Ska Rating Product Compliant Label?

Grigoriou Interiors Ltd have been appointed and approved by RICS to develop and manage the labelling system, the application process, and to undertake reviews and issue the compliance labels. Grigoriou Interiors has worked closely to support and develop Ska Rating since its inception, and are seen as leaders and specialists within the industry.

What if my product is already listed on the ETL? Do I need to become Ska Rating Product Compliant?

It is not a requirement to become Ska Rating Product Compliant; however, it will enhance your marketing efforts by making its compliance easier to identify for assessors and specifiers, as well as having your product included on the Ska Rating Product Compliant list.

My product complies with the WTL criteria but is not listed; can I apply for a Ska Rating Product Compliant Label?

Yes. If you can demonstrate that your product is compliant with any of the Ska Rating Good Practice Measures, then you are eligible to apply.

Is the label valid indefinitely?

No, the label is only valid:

- for as long as the product specification remains unchanged
- for the validity of any supporting certifications (e.g. timber FSC certification, LCA EPD certificate expiry
- for as long as the Ska Rating scheme, version, or criteria are valid for which your product has been assessed as compliant.

Does my company require Ska Rating compliance?

The Ska Rating Product Compliant Label only applies to individual products and does not review company environmental or sustainability credentials.

Where can I get more information about using the label’s logo?

Please refer to the Ska Rating Product Compliance Label rules issued with the label or contact Grigoriou Interiors.

Does a retailer need to apply for a Ska Rating Product Compliance Label in order to sell compliant products?

No. If the product has been awarded the Ska Rating Product Compliant Label, the retailer can market the product optimising the marketing benefits this label offers. The retailer must comply with the Ska Rating Product Compliant Label rules. It is the responsibility of the applicant to ensure retailers adhere to these.

How can retailers obtain Ska Rating compliant products?

As a retailer, you can request that your suppliers apply for the Ska Rating Product Compliance Label. This will enable you to provide easily identifiable environmentally friendly products to your clients.

Are products labelled as Ska Rating compliant products more expensive?

Not necessarily – they may cost less. The Ska Rating Product Compliance Label means reduced environmental impact alongside high performance, adding a great deal of promotional value to your products.