



PEP-AP0022 ed1

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Critical review procedure for configuration or calculation type tools

The purpose of this document is to describe the critical review process required to ensure that a configuration or calculation type tool conforms to the requirements of the Program.

Critical reviews are conducted by an independent verifier who holds a current PEP Ecopassport® Program accreditation. The verifier may be internal or external to the company requesting the critical review, but must not be involved in the development of the verification tool.

This procedure does not apply to documents submitted with a PEP that has been verified by an accredited verifier (e.g.: Excel extrapolation file).

The role of the verifier is to ensure that:

- The tool is used to aggregate and configure environmental declarations in conformity with the requirements of the PCR specified in the program's "PEP Drafting Rules" and the PSRs, as and when necessary,
- The scope of the tool is as declared,
- The method used is consistent and relevant, namely: equipment data compilation and parameters are relevant and consistent both in terms of compliance with the upstream PSRs and downstream requirements,
- Hypotheses are objective, relevant and documented,
- The technical data gathered and modelised is appropriate, documented, reliable and reasonable (quantitative, technical equivalence, etc.),
- Calculation of the environmental indicators obtained from the tool is documented, accurate and conform to the requirements of the specifier reference system (E+C-, RE2020 for example) and PEP Ecopassport®,
- The results obtained from the tool are in line with the initial objectives and the limitations of the scope of the tool,
- The tool and its results are correctly documented,

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- The deliverables produced by the tool are compliant with the initial specifications: format, compatibility with other systems and reference documents.

1) Definition

Individual declaration: environmental declaration on one or more products from the same homogeneous environmental family marketed by the same marketing company.

Joint environmental declaration: environmental declaration on a "typical product" representing similar products marketed by different marketing companies.

Configurator: tool used to issue an environmental declaration configured and compiled from an individual or joint declaration verified by the program. The configuration shall be in accordance with:

- A fixed secondary database,
- The configuration of input data (primary data) defined in compliance with the extrapolation rules of the initial environmental declaration,
- The validity framework of the initial environmental declaration.

Note: an individual (or joint) PEP obtained from a configurator and which has been critically reviewed shall be verified according to procedure PEP-AP0002-ed4-FR-2016 05 13.

Calculator: tool used to configure and aggregate different environmental declarations from the same reference system (e.g.: PCR ed.3) or based on environmental data (MDEGD for example) from compatible systems to model a technical system.

Technical system: all the equipment used to provide one or more defined functions.

2) Critical review

The verifier supplies the commissioning organisation with three documents:

a) A critical review reference system defining:

- The purpose and scope of the tool (e.g. lot X of the E+/C- reference system)
- The scope of validity,
- The conformity reference system (e.g. E+C-),



b) A critical review report. The report shall include:

- The purpose and scope of validity of the tool,
- The checklist of the main points of the critical review,
- The conformity or nonconformity of each of the points listed,
- Comments and possible points for improvement.

The critical review report is a confidential document that is available on request from the organisation that publishes the tool. The report includes a checklist of critical review points that reflects the discussions between the organisation submitting the tool and the verifier. It resumes all the validation points required to publish the tool, the verifier's comments and the replies from the organisation.

c) A declaration of conformity.

The declaration of conformity is a document that can be accessed through the PEP Ecopassport® Program. It testifies to the conformity of the tool with respect to the program and the critical review reference system.

It is available as an appendix to this procedure.

3) Tool critical review checklist

1. Check the validity and the registration of the joint and/or individual PEP(s) used as the basis for the tool.
2. Review the consistency in tool design:
 - a) Identify the objectives of the tool and validate their compatibility with the general program rules.
 - b) Review the specifications and the compatibility of the global architecture of the tool with these specifications.
 - c) Check the scope of the tool and its compatibility with the tool's objectives.
 - d) Check the compatibility of the scope with all the configuration possibilities envisaged.
 - e) Validate the method of aggregating and configuring environmental declarations and/or environmental data.
 - f) Validate the calculation algorithm.
3. Tool test:
 - a) Check compliance with the specifications.
 - b) Functional check:
 - Validity and correct processing of input data: parameter blocking functions, input data check (numeric value, min-max limit)
 - Calculation validity check
 - Traceability of input data, hypotheses and results obtained



- Verification of the contents of exported reports:
 - Example: .pdf and .csv report (consistency with results displayed in the tool)
 - Presence of information required (including data other than environmental data)
 - Locking of variable fields
 - Traceability of the parameter settings produced in the appropriate parts of the PEP
- 4. Sampling tests:
 - a) Application of the test protocol according to the diversity of applications and variability of the results

4) Verifier status and accreditation

Verifiers must be independent, in other words they must not have been involved in the development of the tool to be verified. Verifiers must also be independent of the company that marketed the products for which the tool was intended. Verifiers are accredited by the Program in accordance with the "Verifier accreditation procedure" (PEP-AP0003). Their names must appear in the list of persons accredited by the Program. This list is made public by the Program, through the "List of accredited verifiers" document (PEP-AP0006).

5) Confidentiality

Verifiers are bound to confidentiality. As part of their mission, they undertake not to pass on any information to which they have had access.





PEP Ecopassport DECLARATION OF CONFORMITY for configuration or calculation type tools

In the context of the critical review of the tool:

Configurator

Calculator

(tick the corresponding box)

Bearing the description:

Distributed by: (name)

(address)

Issue date:

Mr/Mrs/Ms (give the last name, first name and the name of the organisation), holder of verifier accreditation number declares:

- that he/she has carried out critical reviews on a completely independent basis.
- that the calculator/configurator conforms to:
 - the following objectives:
 -
 -

in the critical review reference system drawn up by in accordance with procedure **PEP-AP0022-ed1-FR-2019 14 05** "Critical review procedure for configuration or calculation type tools"

- that the results produced by calculator conform to the current version of "Drafting rules: PCR of the PEP Ecopassport Program" (ref. issue) and sector-based rules (ref. issue)

Date:

Signature:

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