

**此为《OBP-REC-STD-V2.3 OBP RECYCLING ORGANIZATION STANDARD》的中文译本。  
英文原版文件已附在译本之后。**

**\*\*趋海塑料(OBP)回收子计划\*\***

**\*\*OBP 回收组织标准\*\***

**\*\*文件标题\*\*:** OBP 回收组织标准

**\*\*文件代码\*\*:** OBP-REC-STD V2.3 EN

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**\*\*参考文件\*\***

本标准应与以下补充文件一起使用：

- OBP-DEF-GUI: OBP 计划定义与附录
- OBP-TEM-GUI: OBP 计划模板
- OBP-LOG-GUI: OBP 标志使用与声明指南
- OBP-FAQ-GUI: OBP 常见问题解答
- OBP-REM-GUI: OBP 远程及监督/影子审核指南
- OBP-ROS-GUI: OBP 对其他标准与审核的认可
- OBP-FEE-CON: OBP 费用结构

所有文件可在 OBP 计划网站 ([www.obpcert.org](http://www.obpcert.org)) 的“文档中心”部分获取。

**\*\*修订与更新\*\***

本标准将在必要时进行修订，以纳入不实质性改变标准内容及要求的改进或澄清。重大修订计划将在 OBP 计划网站上公布。请将任何关于本标准的意见发送至 [contact\(at\)obpcert.org](mailto:contact(at)obpcert.org)。

**\*\*修订历史\*\***

(略)

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英文原版文件已附在译本之后。**

**\*\*目录\*\***

1. 引言
2. 术语与定义
3. 范围
4. 生效日期
5. 要求
  - 5.1. 法律合规
  - 5.2. 质量管理体系
  - 5.3. 材料采购与供应商验证
  - 5.4. 内部可追溯性要求与供应链模型
  - 5.5. 分包商
  - 5.6. 销售与年度总结
  - 5.7. 交易声明
  - 5.8. 运输、包装与标签
  - 5.9. 废物管理
  - 5.10. OBP 商标与标签使用

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**\*\*1. 引言\*\***

零塑料海洋组织的目标是通过开发激励措施和模型，促进趋海塑料<sup>1</sup>（OBP）的收集，以保护海洋免受陆基活动持续泄漏的塑料废物影响。

OBP 认证计划旨在通过有效收集和处理趋海塑料并赋予其价值，鼓励从环境中清除 OBP，防止其进入海洋。该计划由两个子计划组成：OBP 回收子计划和 OBP 中性子计划。

当 OBP 具有商业可回收性<sup>2</sup>时，可通过 OBP 回收子计划认证其来源和可追溯性，从而赋予其更高的市场价值，鼓励其收集和回收。根据组织在链条中的位置，使用 OBP 收集组织标准、OBP 回收组织标准和 OBP 品牌标准认证其监管链。

当 OBP 不具有商业可回收性<sup>3</sup>时，可通过 OBP 中性子计划认证其收集和最终处理过程。在该模型中，塑料生产者或用户可以通过购买 OBP 信用额，为从自然环境中清除一定数量的塑料废物做出贡献，从而改善环境。该模型使用 OBP 中和服务提供标准标准和 OBP 塑料生产者与用户标准进行认证。

组织可以为一个或两个子计划进行认证，因为它们是互补的解决方案。从经济效率的角度来看，同时处理两个子计划是有意义的，因为所有 OBP 都可以一次性收集和回收。从环境角度来看，这也很有意义，因为只有同时处理商业可回收和不可回收的 OBP，我们才能产生真正的影响。

收集 OBP 的组织如果希望为员工和非正式收集者（独立收集者）提供增强的社会福利，可以额外认证社会增强型趋海塑料（Social+ OBP）组件。

<sup>1</sup>趋海塑料（Ocean Bound Plastic），根据 OBP-DEF-GUI 中的定义，是指可能被水流、风、河流或潮汐带入

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海洋的塑料废物。

<sup>2</sup>商业可回收的 OBP，根据 OBP-DEF-GUI 中的定义，是指技术上可回收且可以以对废物收集者或收集组织有吸引力的价格本地销售给回收商的 OBP。目前，特别是在 OBP 泄漏到海洋的国家，很大一部分技术上可回收的 OBP 不幸不具备商业可回收性。

<sup>3</sup>非商业可回收的 OBP，根据 OBP-DEF-GUI 中的定义，是指无法以有吸引力的价格销售的 OBP，也包括技术上不可回收的产品或包装（由于使用的树脂、不同材料的混合或损坏严重）。

## **\*\*2. 术语与定义\*\***

本文中大写字母表示的术语定义可在 OBP-DEF-GUI 中查阅。缩写词的含义也在同一文件中提供。

## **\*\*3. 范围\*\***

本标准适用于任何参与或希望参与塑料回收价值链的组织（营利性、非营利性、政府或非政府），从向符合 OBP 收集组织标准的组织购买/接收 OBP 开始，到将回收的 OBP 整合到最终的企业对企业（B2B）或企业对消费者（B2C）产品中。

例如，本标准适用于：

- i. 贸易商/商户组织，或对可回收 OBP 进行集中和/或运输而无需或仅进行少量转化（清洗、打包、粉碎）的组织；
- ii. 再生聚合物生产组织；
- iii. 再生塑料包装或再生商品生产组织；
- iv. 含有回收 OBP 的包装产品的最终用户；
- v. 买卖任何含有回收 OBP 产品的贸易商/商户组织。

本标准使塑料回收价值链中的组织能够在其产品转化的每一步，直至最终消费者，对回收 OBP 的含量进行认证声明。

本标准适用于任何行业中可以回收的任何类型的塑料和产品，以及任何供应链。

本标准针对企业对企业（B2B）和对消费者（B2C）的最终产品中回收 OBP 含量的声明和标签有具体规定。

在全国或国际范围内运营并拥有多个独立法律实体站点的组织，可以按照 OBP-DEF-GUI 文件附录 III 的要求申请多站点认证。

本标准在全球范围内适用。

**\*\*注\*\***：符合品牌定义（见 OBP-DEF-GUI）并希望进行 OBP 推广声明的组织，应按照 OBP 品牌标准 OBP-BRA-STD 进行认证。

## **\*\*4. 生效日期\*\***

本认证标准自发布之日起生效，并于 2025 年 12 月 8 日起强制使用。从该日期起，新认证申请人和已认证组织应按照本标准修订版进行评估。

## **\*\*5. 要求\*\***

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**\*\*5.1. 法律合规\*\***

- a. 组织应证明其运营符合国家法律和要求。
- b. 组织不得以任何形式使用童工。组织应证明符合国家最低就业年龄和/或完成义务教育的年龄，以较高者为准。在任何情况下，组织不得依赖 14 岁以下儿童的工作。
- c. 组织不得使用国际劳工组织第 29 号公约定义的强迫或强制劳动，并特别禁止创造任何导致工人对组织产生不公平依赖的条件（如扣留身份证明文件、工资、产生债务）。
- d. 组织应制定社会政策，确保工人至少获得适用的法定最低工资。

**\*\*5.2. 质量管理体系\*\***

- a. 组织应建立或创建一个专门的管理体系，以确保能够持续符合本标准的要求。组织内应指定一名质量经理，负责监督本标准要求的实施。该人员也应是审核及其准备期间与认证机构（CB）的主要联系人。
- b. 组织应制定程序，并可向 CB 提供以证明其符合本标准的要求。
- c. 实施程序的职责应在质量经理的监督下分配给组织内已确定的关键人员，这些人员应接受充分培训，以确保他们理解最新版本的标准要求。
- d. 组织应保存文件以证明符合标准要求。以往审核的文件必须至少保存 4 年，并在要求时向审核员出示。需要保存的记录包括（非详尽）：方法和程序、产品列表、采购和销售文件（包括发票、合同、会计记录）、产品批次数据表和质量平衡、内部回收记录、生产流程图、客户和供应商列表、流程相关分包商列表、不符合项记录、培训材料、品牌标志使用批准。

**\*\*5.3. 材料采购与供应商验证\*\***

- a) 回收组织应根据其性质和关于认证 OBP 的生产目标，从以下来源购买其认证的 OBP：
  - i. 通过 OBP 收集组织标准认证的组织。
  - ii. 通过 OBP 中和服务提供商标准认证的组织。
  - iii. 运营通过 OBP 回收标准认证的贸易或分销公司。
  - iv. 运营通过 OBP 回收标准认证的回收公司。
  - v. 运营通过 OBP 回收标准认证的聚合物制造商。
  - vi. 或任何持有有效收集或回收 OBP 证书的类似供应商。
- b. 组织应与供应商签订供应协议，其中必须规定供应商在交易时必须持有有效的 OBP 证书。
- c. 每次 OBP 产品的实物交付都必须随附相应的交易声明（见第 5.7 节）。组织不得接受未随附卖方交易声明的 OBP 产品。
- d. 组织应保存记录和交易文件，以证明：i) 购买的认证 OBP 的产品类型（例如混合塑料、分类塑料、纤维、粉碎塑料、碎片、颗粒或其他）；ii) 每种产品类型的认证 OBP 声明（例如 XX% OBP、100% OBP 或 XX% Social+ OBP）；iii) 每种产品类型的相关数量（按重量计量）。
- e. 组织应维护所有 OBP 供应商的最新摘要列表，包含名称、认证代码和供应的材料等信息。
- f. 为确认可能影响所供应产品可用性和真实性的任何变更，组织应定期通过 OBP 计划网站（[www.obpcert.org](http://www.obpcert.org)）“认证组织”部分验证其活跃 OBP 认证供应商证书的有效性和产品组范围。
- g. 组织应制定程序，检查供应商的销售和/或交付文件，以确认：(i) 供应的材料类型和数量与提供的文件一致；(ii) 明确了 OBP 声明；(iii) 对于带有 OBP 声明的材料，引用了供应商的 OBP 认证代码；(iv) 交易声

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明符合本标准的要求。

h. 如果组织对任何所提供文件中信息的真实性有疑问，应拒绝 OBP 产品并联系其认证机构和 ZPO。

**\*\*5.4. 内部可追溯性要求与供应链模型\*\***

组织应选择至少一种 OBP-DEF-GUI 文件附录 I 中描述的供应链模型，并相应调整其内部程序。

- a) 组织应制定存储和标签程序，以确保符合所选的供应链模型。
- b) 组织应建立生产管理系统，能够清晰跟踪每个生产批次、流程、区域、场所或等效范围内认证 OBP 的投入和产出，以符合所选的供应链模型。在混合的情况下，应可确定最终或中间产品中 OBP 的精确百分比（至少为整数）。如果过程涉及 OBP 性质的变化（例如化学回收），组织应证明所经历的材料变化以及由此产生的重量或体积转换因子，以便能够在所需范围级别建立适当的质量平衡系统，并跟踪所用和转化的 OBP。
- c) 如果组织内部适用回收，并且所选供应链模型要求，生产管理系统应能够跟踪回收流和这些回收流中的 OBP 含量。
- d) 组织应能够展示其生产批次、生产线或设施的质量平衡系统（以最适用于其流程的为准），以清晰证明其产品的 OBP 含量。通过这些质量平衡系统或任何其他适当的记录，组织应能够将全年购买的 OBP 数量与销售的 OBP 数量（如果适用，还包括丢弃的数量）进行匹配。

**\*\*5.5. 分包商\*\***

组织可以在其涉及 OBP 产品的部分流程中使用一个或多个分包商。

- a) 组织应有一份这些分包商的更新列表，包括名称和联系方式，并说明他们代表组织执行的操作。
- b) 每个分包商应与组织签订合同。这些合同应规定分包商必须遵守与所选供应链模型相关的内部可追溯性要求，以处理 OBP 的分包流程。
- c) 分包商应签署自声明，确认符合本标准规定的最低社会和环境要求。组织应保存签署的分包商自声明副本。自声明模板可在 OBP-TEM-GUI 文件中找到。
- d) 分包商没有义务根据本标准进行认证，但他们的生产站点可能在组织审核期间被访问。CB 将对分包商进行风险评估，如果任何分包商被视为高风险，将对其中的样本进行检查。以下因素被视为分包商的高风险因素：
  - 1. 分包商在其设施中处理经过 OBP 认证的塑料和其他塑料。
  - 2. 分包商未获得任何监管链标准的认证。
  - 3. 分包商是生产过程的最后一步，不将产品返回给认证组织，而是直接发送给供应链中的下一个参与者或最终客户。
  - 4. 分包商处理组织处理的 OBP 总量的 30%以上。
- e) 分包商不得将其与 OBP 相关的任何工作进一步分包。
- f) 组织与其分包商之间的每次 OBP 材料交易均应记录，如果发生体积/重量变化或混合，应每次交易附上证明差异的质量平衡系统。
- g) 仅当组织保持 OBP 的所有权时，才视为分包。如果分包商获得材料的所有权，则需要拥有自己的范围证书，以保持对 OBP 内容的声明。

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**\*\*5.6. 销售与年度总结\*\***

- a) 组织应确保其伴随带有 OBP 声明的产品的销售文件明确说明：(i) 组织认证代码，(ii) 每种产品的 OBP 类别和含量声明（以不误导的方式表达），(iii) 每种销售产品的数量（包括重量信息），(iv) 买家名称和联系方式，以及 (v) 销售日期。
- b) 组织应有一个分项表格总结，以便于核对：i) 全年所有购买/接收的认证 OBP（如适用，按类别显示年度总重量摘要），ii) 销售的 OBP 年度总重量摘要。

**\*\*5.7. 交易声明\*\***

交易声明是 OBP 计划用于增强可追溯性并确保涉及认证 OBP 交易真实性的工具。每个交易声明都有唯一标识符，只能由持有有效范围证书的组织签发。

- a) 认证的 OBP 供应商组织应在每次其认证的 OBP 产品所有权变更时签发交易声明（例如，当卖方将 OBP 产品发送给买方时，但当组织将 OBP 交付给其分包商时不需要）。交易声明必须与必要的商业和物流文件一起交付给 OBP 产品的买家/接收者。
- b) 组织可以在 OBP 计划网站上签发交易声明，前提是组织已向 ZPO 请求并收到了用于此目的的账户详细信息。

**\*\*5.8. 运输、包装与标签\*\***

- a. 组织应确保带有 OBP 声明的产品应以这样一种方式包装和运输：在不破坏所使用的安全封闭系统、密封或外壳的情况下，不可能发生产品替换。
- b. 容器的外部标签应清楚说明所装产品，并带有必要的文件或具有与交易和运输文件易于识别的链接。

**\*\*5.9. 废物管理\*\***

- a. 组织应制定强制性的废物管理程序，优先考虑减少、reuse 和回收所有生产废物（只要可能）。
- b. 组织应提供其废物环境妥善最终处置的证据，确保采取所有合理预防措施，避免其塑料废物被遗弃在环境中或露天焚烧。

**\*\*5.10. OBP 商标与标签使用\*\***

- a. 组织有权使用 OBP 推广标签，前提是已通过本标准认证。
- b. 组织作为证书持有者和 OBP 回收商的身份可以在网站、社交网络、名片、印刷材料、促销物品（T 恤、帽子、横幅等）或组织认为合适的任何其他企业通信中使用 OBP 推广标签进行推广。
- c. 组织仅允许在含有回收 OBP 或回收 Social+ OBP 的产品上使用产品上标签。该标签应附有一项声明，披露确切的回收 OBP 或回收 Social+ OBP 含量。
- d. 组织在任何公开使用 OBP 标志之前，应参考参考文件 OBP-LOG-GUI。不遵守这些指南的组织可能会失去使用 OBP 商标的权利。
- e. 组织应向其 CB 请求预期设计图的批准，并保存 CB 发送的所有已批准的 OBP 推广标签和产品上标签使用的登记册。
- f. OBP 和 ZPO 商标不得用于：(a) 可能引起混淆、误解或损害 OBP 认证计划可信度的方式；(b) 暗示 ZPO 认可、参与或对组织在认证范围外进行的活动负责的方式；(c) 推广 OBP 认证未涵盖的产品质量方面。

# OCEAN BOUND PLASTIC



## RECYCLING SUBPROGRAM OBP RECYCLING ORGANIZATION STANDARD



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## **Reference Documents**

This Standard shall be used together with the following complementary documents:

- OBP-DEF-GUI: OBP Program Definitions & Annexes
- OBP-TEM-GUI: OBP Program Templates
- OBP-LOG-GUI: OBP Logo Uses and Claims Guidelines
- OBP-FAQ-GUI: OBP Frequently Asked Questions
- OBP-REM-GUI: OBP Remote and Supervised/Shadow Audit Guidelines
- OBP-ROS-GUI: OBP Recognition of other Standards and Audits
- OBP-FEE-CON: OBP Fees Structure

All documents are available on the “document center” section of the OBP Program website ([www.obpcert.org](http://www.obpcert.org))

## **Revisions and Updates**

This Standard will be revised if required, to incorporate improvements or clarifications that will not change substantially the content of the Standard and its requirements. Further significant revision schedule will be communicated on the OBP Program website. Please send any comment you have regarding the Standard to [contact\(at\)obpcert.org](mailto:contact(at)obpcert.org)

## **Revision history**

<b>Date</b>	<b>Version</b>	<b>Changes</b>
8 <sup>th</sup> June 2020	V1	Initial Release
8 <sup>th</sup> Sept. 2020	V1.1	<ul style="list-style-type: none"><li>• Update of the Forewords and the Scope due to the evolution of ZPO’s initiative into the Ocean Bound Plastic Neutrality model with its dedicated certification subprogram (OBP Neutrality subprogram). These changes are not tracked, for legibility and because they do not affect the requirements of this Standard.</li><li>• Addition of requirement 5.1d</li><li>• Addition of requirement 5.5c and <b>ANNEX IV</b></li></ul>



		<ul style="list-style-type: none"> <li>Complements added in the Segregation Supply Chain Model <b>ANNEX I</b> (text in <i>italic</i>)</li> </ul>
8 <sup>th</sup> Sept. 2021	V2	<ul style="list-style-type: none"> <li>Changes from the previous revision (<i>in Italic</i> have been formatted in normal text).</li> <li>Incorporation of option 5.3a(ii).</li> <li>Incorporation of requirements 5.3c, 5.3g(iv) and 5.3h.</li> <li>Reformulation of requirement 5.6a.iv.</li> <li>Incorporation of requirement 5.6b.</li> <li>Incorporation of the Transaction Declaration mechanism and corresponding requirements in chapter 5.7.</li> <li>Reformulation of requirement 5.9b.</li> <li>Definitions and annexes have been removed from the Standard and are now available in documents OBP-DEF-GUI and OBP-TEM-GUI.</li> </ul>
8 <sup>th</sup> Sept. 2023	V2.1	<ul style="list-style-type: none"> <li>Revision of chapter 5.10.c introducing Social+ OBP.</li> <li>Removal of the option to claim a product as “Containing OBP” without disclosing exact percentage of recycled OBP, or Social+ OBP in it. Update of section 4.</li> </ul>
31 <sup>st</sup> Mar. 2024	V2.2	<ul style="list-style-type: none"> <li>Addition of a note in section 3 referring to the Brand Standard. Update of section 4.</li> </ul>
8 <sup>th</sup> Sept. 2025	V2.3	<ul style="list-style-type: none"> <li>Clarification to requirement 5.3.b</li> </ul>



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## TABLE OF CONTENTS

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<b>1.</b>	<b>INTRODUCTION</b> .....	<b>4</b>
<b>2.</b>	<b>TERMS AND DEFINITIONS</b> .....	<b>5</b>
<b>3.</b>	<b>SCOPE</b> .....	<b>5</b>
<b>4.</b>	<b>EFFECTIVE DATE</b> .....	<b>6</b>
<b>5.</b>	<b>REQUIREMENTS</b> .....	<b>7</b>
5.1.	LEGAL COMPLIANCE.....	7
5.2.	QUALITY MANAGEMENT SYSTEM .....	7
5.3.	MATERIAL SOURCING AND SUPPLIER VALIDATION .....	8
5.4.	INTERNAL TRACEABILITY REQUIREMENTS AND SUPPLY CHAIN MODEL .....	9
5.5.	SUBCONTRACTORS .....	10
5.6.	SALES AND ANNUAL SUMMARIES.....	11
5.7.	TRANSACTION DECLARATIONS .....	12
5.8.	TRANSPORT, PACKAGING AND LABELLING .....	12
5.9.	WASTE MANAGEMENT .....	12
5.10.	OBP TRADEMARKS AND LABELS USES.....	13



# 1. INTRODUCTION

The aim of Zero Plastic Oceans is to protect oceans from the continuous leakage of Plastic waste from land-based activity by developing incentives and models that promote the collection of Ocean Bound Plastic<sup>1</sup> (OBP).

The **OBP Certification Program** was designed to encourage the removal of OBP from the environment by adding value in effectively collecting and treating it before it reaches oceans. The scheme is composed of two subprograms; the **OBP Recycling Subprogram**, and the **OBP Neutrality Subprogram**.

When OBP is commercially recyclable<sup>2</sup>, its collection and Recycling can be encouraged by certifying its origin and traceability, giving it a higher market value with the OBP Recycling Subprogram. This chain of custody is certified using the OBP Collection Organization Standard, the OBP Recycling Organization Standard and the OBP Brand Standard depending on which step on the chain an organization is.

When OBP is not commercially recyclable<sup>3</sup>, its collection and final treatment can be encouraged by certifying the process with the OBP Neutrality Subprogram. In this model, Plastic producers or users can contribute to a better environment by removing a determined volume of plastic waste from nature through the acquisition of OBP Credits. This model is certified using the OBP Neutralization Services Provider Standard and the OBP Plastic Producers & Users Standard.

Organizations may certify themselves for one or both subprograms as they are complementary solutions. Working with both subprograms makes sense in terms of economic efficiency, given all OBP is collected and marketed at once. It also makes sense from the environmental perspective, since it is only by addressing both, Commercially and Non-Commercially Recyclable OBP, that we will be able to make a real impact.

Organizations collecting OBP willing to provide enhanced social benefits to their employees and informal collectors (Independent Collectors), may additionally certify to the Social+ OBP Component.

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<sup>1</sup> Ocean Bound Plastic, is, as defined in OBP-DEF-GUI, Plastic litter that will be carried away to oceans in particular by the effects of currents, winds, river flows or tides.

<sup>2</sup> Commercially recyclable OBP as defined in OBP-DEF-GUI, means that OBP is technically recyclable and that it can be sold locally to recyclers for a price that renders its collection attractive to waste pickers or collection organizations. Currently, especially in countries where OBP is leaking into the oceans, a significant portion of technically recyclable OBP is unfortunately not commercially recyclable.

<sup>3</sup> Not commercially recyclable OBP as defined in OBP-DEF-GUI, means that OBP cannot be sold for an attractive price but also includes products or packaging which are technically not recyclable (because of the resin used, the mix of different materials or because they are too damaged).



## 2. TERMS AND DEFINITIONS

Capital letters are used throughout the document to signal the words that are included in the definitions available in OBP-DEF-GUI. Acronym's significance is also available in the same OBP-DEF-GUI document.

## 3. SCOPE

This Standard is applicable to any Organization (for profit, not for profit, governmental or non-governmental) involved, or who wants to be involved in the Plastic Recycling value chain, starting from purchase/reception of OBP from an Organization certified against the OBP Collection Organization Standard, to the incorporation of Recycled OBP into final business to business (B2B) or business to consumers (B2C) products.

For example, it can be applicable to:

- i. Trader/merchant Organizations, or Organizations that concentrate and/or transport Recyclable OBP without or with little transformation (washing, baling, shredding),
- ii. Recycled polymer production Organizations,
- iii. Recycled Plastic packaging or Recycled goods production Organizations,
- iv. Final user of products of packaging containing Recycled OBP.
- v. Trader/merchant Organizations that buy and sell any product containing Recycled OBP.

This Standard enables Organizations of the Plastic Recycling value chain to make a certified Claim about the Recycled OBP content of their products, at each step of its transformation, up to the final consumer.

This Standard applies to any type of Plastic and product that can be Recycled in any industry and to any supply chain.

This Standard has specific provisions for Claims and labelling with regards of Recycled OBP content for Final Product for Business to Business (B2B), and for Business to Consumer (B2C).

Organizations that work nation-wide or internationally, and, have multiple sites that are distinct legal entities administrated by a central office, may apply for a Multisite Certification following the requirements mentioned in ANNEX III of the OBP-DEF-GUI document.

The Standard is applicable worldwide.



Note: Organizations corresponding to the definition of Brand (see OBP-DEF-GUI) willing to make OBP Promotional Claims shall certify under the OBP Brand Standard OBP-BRA-STD.

## 4.EFFECTIVE DATE

This certification Standard becomes effective on the release date and shall become compulsory to use on the 8<sup>th</sup> of December 2025. New certification applicants and already certified Organizations shall be assessed against this revision of the Standard from this date onwards.



# 5. REQUIREMENTS

## 5.1. LEGAL COMPLIANCE

- a. The Organization shall demonstrate compliance with national laws and requirements related with its operation.
- b. The Organization shall not use child labor in any way. The Organization shall demonstrate compliance with the national minimum age for employment and/or the age of completion of compulsory education, whichever is higher. In no case shall the Organization rely on work performed by children under the age of 14.
- c. The Organization shall not use forced or compulsory labor as defined by ILO convention 29 and shall especially forbid itself to create any condition that will generate an unfair dependence of workers towards the Organization (such as retaining identity documents, salaries, generating debts).
- d. The Organization shall have social policies in place ensuring that workers are at least paid minimum legal wages applicable.

## 5.2. QUALITY MANAGEMENT SYSTEM

- a. The Organization shall have or create a dedicated management system to ensure that it can maintain its compliance to the requirements of this Standard. One person within the Organization shall be appointed as quality manager to oversee the implementation of the Standards' requirements. This person shall also be the main contact person with the Certification Body (CB) during Audits and their preparations.
- b. The Organization shall have procedures that can be made available to the CB to demonstrate its compliance with requirements of this Standard.
- c. The responsibilities to implement procedures shall be distributed to identified key personnel within the Organization under the supervision of the quality manager and these personnel shall receive adequate training to ensure they understand the requirements of the Standard in its latest version.
- d. The Organization shall keep documentation to prove conformity to the Standard



requirements. The documentation of previous Audits must be kept for at least 4 years and presented to the auditor upon request. A non-exhaustive list of records to be kept includes methods and procedures, product lists, purchases and sales documents including invoices, contracts, accounting records, product batch data sheets and mass balance, internal Recycling records, production flowsheet, list of customers and suppliers, list of process related Subcontractors, non-conformity records, training material, brand mark usage approvals.

### 5.3. MATERIAL SOURCING AND SUPPLIER VALIDATION

- a) The Recycling Organization, depending on its nature and its production objective with regards to certified OBP, shall purchase its certified OBP from:
  - i. An Organization certified to the OBP Collection Organization Standard.
  - ii. An Organization certified to the OBP Neutralization Services Provider Standard
  - iii. A trader or distribution company whose operations are certified to the OBP Recycling Standard.
  - iv. A Recycling company whose operations are certified to the OBP Recycling Standard.
  - v. A polymer manufacturer whose operations are certified to the OBP Recycling Standard.
  - vi. Or any similar supplier that holds a valid Collection or Recycling OBP Certificate.
- b. The Organization shall have a supply agreement with the supplier that states as essential condition that the supplier must hold a valid OBP Certificate at the time of the transaction.
- c. Each physical delivery of an OBP product shall be accompanied by its corresponding Transaction Declaration (see section 5.7). Organizations shall not accept reception of OBP products delivered without the Transaction Declaration from the seller.
- d. The Organization shall have records and transactional documents allowing to evidence: i) the product type of certified OBP purchased (for eg. mixed Plastics, sorted Plastics, fibers, shredded Plastics, flakes, granulates or others), ii) the Claim of certified OBP for each product type (for eg. XX% OBP, or 100% OBP,



or XX% Social+ OBP), and iii) the associated quantities (measured by weight) for each product type

- e. The Organization shall maintain an up-to-date summary list of all OBP suppliers containing information such as names, certification code, and materials supplied.
- f. To confirm any changes that might affect the availability and authenticity of the supplied products, the Organization shall regularly verify validity and product groups' scope of the certificates of their active OBP certified suppliers through the OBP Program website ([www.obpcert.org](http://www.obpcert.org)) in the "certified organizations" section.
- g. The Organization shall have procedures in place to check supplier's sale and/or delivery documentation to confirm that: (i) the supplied material type and quantities are in conformity to the supplied documentation; (ii) the OBP Claim is specified; (iii) the supplier's OBP Certification code is quoted for material supplied with OBP Claims; (iv) the Transaction Declaration is in conformity with the requirements of this Standard.
- h. If Organizations have doubts regarding the veracity of the information in any of the supplied documentation, they shall refuse the OBP products and contact their Certification Body and ZPO.

#### **5.4. INTERNAL TRACEABILITY REQUIREMENTS AND SUPPLY CHAIN MODEL**

The Organization shall choose at least one Supply Chain Model as described in ANNEX I of the OBP-DEF-GUI document and adapt its internal procedures accordingly.

- a) The Organization shall have storage and labelling procedures in place to ensure compliance with chosen Supply Chain Model.
- b) The Organization shall have a production management system in place that allows clear tracking of certified OBP Inputs and Outputs for each production lot, flow, area, sites, or equivalent scope in compliance with chosen Supply Chain Model. In case of mixtures, the precise percentage (up to whole numbers at least) of OBP in the final or intermediary product shall be determinable. In cases where the process implies a change in OBP's nature (for e.g. chemical Recycling) the Organization shall justify the material changes undergone and the resultant weight



or volume conversion factors to be able to establish a proper mass balance system at the required scope level and keep track of the OBP used and transformed.

- c) If internal Recycling is applicable in the Organization and if required for the Supply Chain Model chosen, the production management system shall be able to track the recycled flows and the OBP content in these recycled flows.
- d) The Organization shall be able to show mass balance systems of its production lots, production line, or facility, whichever is most applicable to their process, to clearly demonstrate the OBP content of its products. Through these mass balance systems or any other appropriate records, the Organization shall be able to match the amount of OBP purchased throughout a year with the amount of OBP sold and if applicable, discarded.

## 5.5. SUBCONTRACTORS

The Organization may use, for parts of its process involving OBP products, one or several Subcontractors.

- a) The Organization shall have an updated list of these Subcontractors, with names and contact details specifying which operations they are realizing on behalf of the Organization.
- b) Each Subcontractor shall have a contract with the Organization. These contracts shall state that Subcontractor must comply with internal traceability requirements related to chosen Supply Chain Model for the subcontracted process manipulating OBP.
- c) Subcontractors shall sign a self-declaration of compliance with minimum social and environmental requirements as specified by this Standard. Copies of signed Subcontractor's self-declarations shall be kept by the Organization. A self-declaration template is available in the OBP-TEM-GUI document.
- d) Subcontractors are not obliged to become certified under this Standard, however it is likely that their production site(s) will be visited during an Audit of the Organization. The CB will perform a risk assessment of Subcontractors, and if any are considered high risk, a sample of them will be inspected.



The following factors are considered high risk for subcontractors:

1. Subcontractor handles OBP certified Plastic and other Plastics in its facility.
  2. Subcontractor is not certified to any chain of custody standard.
  3. Subcontractor is the last step on the production process and does not return the product to the certified organization, but rather dispatches directly to the next actor in the supply chain or to the final customer.
  4. Subcontractor is handling more than 30% of all the OBP volume that the Organization processes.
- e) Subcontractors are not allowed to further subcontract any part of their work associated with OBP.
- f) Every transaction of OBP Material between the Organization and its Subcontractor(s) shall be recorded and in cases of volume/weight changes or if a blend has been realized a mass balance system justifying the differences shall be associated with each transaction.
- g) Subcontracting is considered as such, only if the Organization keeps the ownership of the OBP. If a Subcontractor obtains property of the material, it will need to have its own Scope Certificate so that Claims on OBP content can be maintained.

## **5.6.SALES AND ANNUAL SUMMARIES**

- a) The Organization shall make sure that sales documents accompanying products with an OBP Claim state clearly: (i) the Organization certification code, (ii) the OBP Category and content Claim for each product expressed in a way that is not misleading (iii) the quantity of product for each product sold, including weight information, (iv) buyer name and contact details and v) date of sale.
- b) The Organization shall have an itemized table summary to facilitate reconciliation of i) all purchased/received certified OBP throughout the year showing total annual weight summaries per category if applicable, ii) total annual weight summaries of sold OBP.



## 5.7. TRANSACTION DECLARATIONS

Transaction Declarations are a tool used by the OBP Program to reinforce the traceability and ensure authenticity of transactions involving certified OBP. Each Transaction Declaration has a unique identifier and can only be issued by Organizations holding a valid Scope Certificate.

- a) The certified OBP supplier Organization shall issue a Transaction Declaration every time its certified OBP product changes ownership (For eg. when a seller is sending OBP product to its buyer, but not when the Organization is delivering OBP to its Subcontractor). Transaction Declarations must be delivered to buyers/recipients of OBP products alongside the necessary commercial and logistical documentation.
- b) Transaction Declarations can be issued by the Organization through the OBP Program website once the Organization has requested and received from ZPO its account details for this purpose.

## 5.8. TRANSPORT, PACKAGING AND LABELLING

- a. The Organization shall ensure products with an OBP Claim shall be packaged and transported in such a way that no product substitution can occur without breaking the safety closing system, seal or enclosure used.
- b. External labelling of the container shall clearly state which product is contained and either bear the necessary documentation or have an easily identifiable link to the transaction and transport documents.

## 5.9. WASTE MANAGEMENT

- a. The Organization shall have enforced waste management procedures that prioritize reduction, reuse and Recycling of all its production wastes whenever possible.
- b. The Organization shall provide evidence of the environmentally adequate final disposition of its waste, ensuring that all reasonable precautions are taken to avoid that its Plastic waste may become abandoned in the environment or open air burned.



## 5.10. OBP TRADEMARKS AND LABELS USES

- a. Organizations are eligible to use OBP promotional labels, provided they are certified with this Standard.
- b. The status of the Organization as certificate holder and OBP recycler can be promoted with OBP promotional labels in websites, social networking, business cards, printed material, promotional items (t-shirts, caps, banners, etc), or any other corporate communication the Organization sees fit.
- c. The Organization is allowed to use On-Product Labels only on products containing Recycled OBP or Recycled Social+ OBP. The label shall be accompanied by a Claim disclosing the exact Recycled OBP or Recycled Social+ OBP content.
- d. The Organization shall refer to the reference document OBP-LOG-GUI before any public use of the OBP Logos is made. Organizations that do not comply with these guidelines may lose the right to use the OBP trademarks.
- e. The Organization shall request an approval of intended artworks to its CB and shall keep a register of all the approved uses of the OBP promotional labels and On-Product Labels sent by the CB.
- f. The OBP and ZPO trademarks shall not be used: (a) in a way that could cause confusion, misinterpretation, or loss of credibility to the OBP certification scheme; (b) in a way that implies that ZPO endorses, participates in, or is responsible for activities performed by the Organization outside the scope of certification; (c) to promote product quality aspects not covered by the OBP certification.

