

## 趋海塑料(OBP)回收子计划

### OBP 收集组织标准

文档编号: OBP-COL-STD V2.2 EN

发布日期: 2025 年 9 月 8 日

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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 (<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

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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處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 中和服务提供商标准和 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銷售。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銷售给回收商的 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銷售的 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

本档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废弃塑料收集和环境清理以进行回收的组织（营利性、非营利性、政府或非政府），以证明其收集的塑料为趋海塑料。

本标准涵盖了从收集到銷售或处臵的 OBP 所有权相关活动。这些活动可能包括以下部分或全部内容：

- 收集（通过自有方式或向独立收集者或供应商集团成员购买）。
- 原始或预处理 OBP 的處理和存储。
- OBP 的准备：清洁、分类、干燥、压缩、粉碎、打包。
- 运输/銷售

进一步加工（如研磨、制粒或熔融 OBP）需要纳入 OBP 回收组织标准的范围。

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，如果希望认证多个运营点，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。

## 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

### 5.1. 法律合规、童工、公平工作条件

a) 组织应证明其运营符合国家法律和要求。对于新项目的第一个认证周期，组织可以替代性地提供已向主管当局提交所有所需信息和文件的证明。

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。

e) 向独立收集者购买 OBP 时，组织应通过执行公平商业实践（如不向儿童购买、支付高于 OBP 收集最低市场价格的费用）确保满足上述标准。

## 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、收集点列表、收集活动记录、最终处置登记册、年度重量总结、销售记录、不符合项记录、培训材料、品牌标志使用批准。

## 5.3. 收集点识别

a) 组织应确定并指定其工作的收集点（选定的海滩、河岸、地区和社区或任何其他站点类型的名称和地理位置）。

b) 组织应能够从环境影响的角度证明站点的选择合理性，然后再考虑其他标准，如社会影响、可访问性、物流方面、运营安全等。

## 5.4. 收集系统实施与监控

组织应制定协议和控制流程，以便能够计划、监控并证明其已根据认证要求进行了 OBP 收集。

a) 对于海岸线 OBP 和水道 OBP 的收集，收集者位置应在收集过程中通过直接监督或使用适当技术进行监控。同样，仅当独立收集者或小型收集者员工在收集过程中位置受到监控时，才允许从独立收集者或小型收集者购买海岸线 OBP 或水道 OBP。对于小型收集者，他们还应属于 OBP-DEF-GUI 文件附录 II 中定义的供应商集团的一部分。

b) 对于潜在 OBP 的收集，如果购买地点位于距海岸线 45 公里范围内，并且独立收集者操作的站点已确定，则允许从独立收集者购买。通过供应商集团认证，允许从 OBP-DEF-GUI 文件附录 II 中定义的小型收集者购买潜在 OBP。

c) 对于渔具 OBP 的收集，如果购买地点位于潜在 OBP 边界内或河岸上，则允许从被视为独立收集者的渔民购买。如果地点在河岸上，河流应直接或通过其干流与海洋相连。根据 OBP-DEF-GUI 文件附录 II 的要求，作为供应商集团的一部分，允许从被视为小型收集者的渔民或聚合商购买。

d) 组织需要证明已与收集者（员工、志愿者和独立收集者）进行了充分的研讨会/培训，以证明他们理解趋海塑料的定义，从而正确收集。这包括：i) 其废弃性质的说明（参考 OBP-DEF-GUI 文件），ii) 与海岸、河流或潮汐线的确定距离，除非另有说明。

e) 对于海岸线 OBP 和水道 OBP 的监控活动，组织应为每个收集点保存日常收集活动记录。日常收集活动记录需要包括以下信息：i) 日期，ii) 收集点名称，iii) 所有参与收集者的姓名、电话号码和收集者类型（员工或志愿者），iv) 主管姓名，v) 收集活动类型（常规或特殊），vi) 收集的袋子、大袋等的总数，vii) 可能的确切重量或每袋 approximate 重量，viii) 按最终目的地类型分类的袋子数量或重量（如适用），ix) 可能的话，收集活动前后的图片。参考收集记录模板可在 OBP-TEM-GUI 文件中找到。如果组织使用技术跟踪收集者的工作，应提供等效信息。

f) 对于从独立收集者购买的 OBP，组织应保存日常购买记录，包括 (i) 独立收集者的姓名和联系方式，(ii) 购买重量，(iii) 收集地点。组织应有一份与其合作的独立收集者列表，至少包括 (i) 全名，(ii) 联系方式，(iii) 工作区域。参考收集记录模板可在 OBP-TEM-GUI 文件中找到。

g) 组织应监控收集者对 OBP 定义的符合性，并制定应急计划以处理不符合的收集者（例如警告、终止合同或等效雇佣协议、停止购买等）。

## 5.5. 材料检验、准备、供应链管理模型

组织应制定协议和控制流程，以确保从收集点到 OBP 目的地的可追溯性。组织应能够证明以下内容：

a) 在收集结束或到达物流中心时，所有收集的 OBP 应进行视觉检查、称重并按类别登记。此信息可以包含在收集或购买期间填写的日常记录中。

b) 组织可以根据 OBP 的最终目的地对其进行分类。这种分离可能仅适用于将 OBP 销售给第三方进行回收或价值化，或者如果组织自身回收或价值化全部或部分 OBP。在这种情况下，组织应分别称重每个流。

c) 对于 OBP 的销售，组织可能涉及清洁、洗涤、去除标签、分类、压缩（打包）和运输包装等操作。经历

这些步骤的 OBP 部分需要正确登记。

d) 组织应选择至少一种 OBP-DEF-GUI 文件附录 I 中定义的供应链模型，并遵循该附录中规定的要求。

## 5.6. 分包商

组织可以在其涉及 OBP 的部分流程中使用一个或多个分包商，但不包括收集本身。

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。最终处理设施不应被视为分包商，并应遵循 5.7 的要求。

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. 分包商是流程的最后一步，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处理设施。
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。

## 5.7. 收集 OBP 的最终去向

a) 如果并非所有收集的 OBP 都销售给买家，组织应提供多余 OBP 管理方式的证据。如果多余的 OBP 已成为废物，应提供其环境妥善最终处置的证明，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。

b) 与任何接收 OBP 的第三方的交易应以商业文件、运输文件、最终处置站点接受书或类似形式证明。

c) 组织应保存其进行的所有 OBP 交易记录。这些记录至少应包含：i) 转移重量，ii) OBP 类别（如适用），iii) 第三方名称和联系方式，iv) 交易日期。

## 5.8. 认证 OBP 的销售与年度总结

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) 销售重量，(iii) OBP 类别，(iv) 买家名称和联系方式，(v) 销售日期。

b) 组织应有一个分项表格总结，以便于核对全年所有收集活动，显示：i) 每年按 OBP 类别分类的总重量总结（如适用），ii) 收集活动类型，iii) 每年按类别分类的销售 OBP 总重量总结（如适用）。

## 5.9. 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 交付给其分包商或根据 5.7 处置废物 OBP 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。

## 5.10. 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认证 OBP 供应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) 组织允许在其计划销售的可回收 OBP 批次上使用产品上标签，并在商业和运输相关文件上使用推广标签。

- 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 COLLECTION 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	V2	<ul style="list-style-type: none"><li>• Removal of the content related to ZPO’s Initiative that has evolved in the Ocean Bound Plastic Neutrality model with its dedicated certification subprogram (OBP Neutrality subprogram) and update of the Forewords and Scope accordingly. These changes are not tracked, for legibility and because they do not affect the requirements of the Standard for the OBP Recycling subprogram.</li><li>• Terms &amp; definitions updates (text in <i>italic</i>)</li></ul>



		<ul style="list-style-type: none"> <li>• Addition of requirement 5.1d</li> <li>• Correction of the numeration of requirement 5.3</li> <li>• Modification of requirements 5.4a, b and e (text in <i>italic</i>)</li> <li>• Removal of volume references in 5.2d and 5.5a,b</li> <li>• Clarifications in 7.2c and 7.5g (text in <i>italic</i>)</li> <li>• Addition of the possibility to subcontract (requirement 5.6) and <b>ANNEX V</b></li> <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	V2.1	<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 requirement 5.1e (already an existing requirement but only listed in the OBP-FAQCB-GUI document).</li> <li>• Reformulation of requirement 5.7a.</li> <li>• Reformulation of requirement 5.8a.</li> <li>• Incorporation of requirements 5.8a(i) and 5.8b.</li> <li>• Incorporation of the Transaction Declaration mechanism and corresponding requirements in chapter 5.9.</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. 2025		<ul style="list-style-type: none"> <li>• Modification of requirements 5.1a. and 5.4c</li> </ul>



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# 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 carrying out abandoned Plastic collections and environmental cleanings for Recycling purposes, to certify the origin of the Plastic they collect as Ocean Bound Plastic.

This Standard covers activities related to ownership of collected OBP until sale or disposal. These activities may include some or all the following:

- Collection (by own means or by purchase to Independent Collectors or Supplier Group members).
- Handling & storage of raw or prepared OBP.
- Preparation of OBP: cleaning, sorting, drying, compacting, shredding, baling.
- Transport/sale

Further processing like grinding, making flakes or melting OBP need to be included in the OBP Recycling Organization Standard scope.

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

The Standard is applicable worldwide.

## 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, CHILD LABOR, FAIR WORKING CONDITIONS

- a) The Organization shall demonstrate compliance with national laws and requirements related with its operation. For the first Certification cycle of new projects, the Organization may alternatively supply evidence of submission of all the required information and documents to the competent authorities.
- 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.
- e) When purchasing OBP to Independent Collectors the Organization shall ensure that the above criteria are met through the enforcement of fair business practices, like no purchasing to children and payments above the minimum market prices for the OBP collected.

## 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 Standard's 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 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, list of collection sites, records of collection activities, final disposition registers, annual weight summaries, sales records, non-conformity records, training material, brand mark usage approvals.

### **5.3. IDENTIFICATION OF COLLECTION SITES**

- a) The Organization shall determine and specify the collection sites (names and geographical location of selected beaches, riverbanks, districts and communities or any other site type) they will work in.
- b) The Organization should be able to justify the choice of the site in terms of, first, environmental impacts and then, with regards to other criteria such as social impact, accessibility, logistical aspects, safety of operations, etc.

### **5.4. COLLECTION SYSTEM IMPLEMENTATION AND MONITORING**

The Organization shall have protocols and control processes to be able to plan, monitor and demonstrate it has performed the collection of OBP according to the certification requirements.

- a) For the collection of Shoreline OBP and Waterways OBP, collector's location shall be monitored during collection, either through direct supervision, or through using appropriate technology. Similarly, purchasing Shoreline OBP or Waterways OBP from Independent Collectors or Small Collectors is allowed only if Independent Collectors or Small Collectors staff location is monitored during collection. For Small Collectors, they shall also be part of a Supplier Group as defined in ANNEX II of the OBP-DEF-GUI document.
- b) For the collection of Potential OBP the purchase from Independent Collectors is allowed provided the purchasing location is situated within 45 km from the shoreline and the sites where the Independent Collectors are operating are identified. The purchase of Potential OBP from Small Collectors as defined in ANNEX II of the OBP-DEF-GUI document is allowed through the Supplier Group certification.



- c) For the collection of Fishing Material OBP the purchase from fishermen considered as Independent Collectors is allowed provided the purchasing location is within the Potential OBP boundaries or on a riverbank. If the location is on a riverbank, the river shall be connected directly or through its main stem to the ocean. Purchasing from fishermen or aggregators considered as Small Collectors is allowed as part of a Supplier Group, following the requirements defined in ANNEX II of the OBP-DEF-GUI document.
- d) The Organization needs to demonstrate adequate workshops/trainings have been carried out with collectors (staff, volunteers and Independents Collectors), in order to prove they understand the definition of Ocean Bound Plastic, so they collect correctly. This includes i) specification of its abandoned nature (refer to OBP-DEF-GUI document), ii) determined distance from shore, rivers or tide lines unless justified otherwise.
- e) For the collection of Shoreline OBP and Waterways OBP monitored activities, the Organization shall keep records for each collection site of daily collection activities. Records of daily collection activities need to include info such as: i) date ii) name of collection site, iii) names of all participating collectors, phone numbers, and type of collector (staff, or volunteers), iv) name of supervisor, v) type of collection event (routine or special), vi) total number of bags, big bags,... collected, vi) Exact weight if possible or approximate weight per bag, vii) number of bags, or weight segregated per type of final destination when applicable, viii) pictures of before and after collection activity when possible. Reference collection record templates are available in the OBP-TEM-GUI document. In cases where the Organization uses technology to track the work of collectors, equivalent information shall be available.
- f) For the purchased OBP from Independent Collectors, the Organization shall keep records of daily purchases including, (i) name and contact details of Independent Collectors, (ii) purchased weight, (iii) location of collection. The Organization shall have a list of the Independent Collectors it is working with, including as a minimum (i) full name, (ii) contact details, (iii) area where they work. Reference collection record templates are available in the OBP-TEM-GUI document.
- g) The Organization shall monitor the conformance of collectors in relation to the definition of OBP and have a contingency plan to cater for nonconforming collectors (e.g. warnings, contract or equivalent employment agreement termination, finalization of purchases...).



## 5.5. MATERIAL INSPECTION, PREPARATION, SUPPLY CHAIN MANAGEMENT MODEL

The Organization shall have protocols and control processes to ensure traceability from collection point to destination of OBP. The Organization shall be able to demonstrate the following:

- a) Upon end of collection or upon receipt at a logistic center, all OBP collected shall be visually inspected, weighed and registered by category. This information can be included in the daily records filled in during collection or purchase.
- b) The Organization may classify the OBP according to the final destination given to it. This separation is only likely to be performed for the sale of OBP to third parties for its Recycling or valorization, or, if the Organization is itself Recycling or valorizing all or some of it. In such cases, the Organization shall weight separately each flux.
- c) For the sale of OBP, the Organization may be involved in operations such as cleaning, washing, sticker removal, classification, compression (baling) and packaging for transport. The portion of OBP that undergoes these steps needs to be properly registered.
- d) The Organization shall choose at least one Supply Chain Model as defined in ANNEX I of the OBP-DEF-GUI document and follow the requirements stipulated in this annex.

## 5.6. SUBCONTRACTORS

The Organization may use, for parts of its process involving OBP but not for collection itself, one or several Subcontractors.

- a) The Organization shall have an updated list of these Subcontractors, with names and contact details and specifying which operations they are realizing on behalf of the Organization. Final treatment facilities shall not be considered Subcontractors and shall follow requirements of 5.7.
- b) Each Subcontractor shall have a contract with the Organization. These contracts shall state that Subcontractors 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 Subcontractors' 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 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 treatment facility.
  - 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.



## 5.7. FINAL DESTINATION OF COLLECTED OBP

- a) If all collected OBP is not sold to a buyer, the Organization shall provide evidence of the way the excess OBP has been managed. If the excess OBP has become waste, proof of its environmentally adequate final disposition shall be provided, ensuring that all reasonable precautions are taken to avoid that its Plastic waste may become abandoned in the environment or open air burned.
- b) Transactions with any third party to which OBP has been handed over shall be demonstrated in the form of a commercial document, transport document, final disposition site acceptance or similar.
- c) The Organization shall keep a record of all OBP transactions it has realized. These records shall at least contain: i) weight transferred, ii) OBP category if applicable, iii) third party name and contact details and iv) date of transaction.

## 5.8. SALE OF CERTIFIED OBP AND ANNUAL SUMMARIES

- a) The Organization shall make sure that its sales documents accompanying products with an OBP Claim state clearly: (i) the Organization certification code, (ii) weight sold iii) OBP Category, iv) buyer name and contact details and iv) date of sale.
- b) The Organization shall have an itemized table summary to facilitate reconciliation of all the collection activities carried out throughout the year showing: i) total annual weight summaries per OBP Category if applicable, ii) type of collection events, iii) total annual weight summaries of sold OBP per Category if applicable.

## 5.9. 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 or when disposing waste OBP as per 5.7). 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.

## **5.10. 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 certified OBP supplier can be promoted with the 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 the On-Product Labels on the lots of recyclable OBP that it plans to sell, and promotional labels on the commercial and transport related documentation.
- 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 the 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.

