



Good Environmental Choice Australia

“ A commitment to credible product information
for sustainable development ”

THE AUSTRALIAN ECOLABEL PROGRAM

LICENCE NO: AOI-2009
ISSUED TO:

Access Office Industries

PRODUCT NAME:

- Ausfile™ (Profile™) 35 Vertical Filing Cabinets
- Ausfile™ (Profile™) Ultra Filing Cabinets
- Ausfile™ (Profile™) Stationary Cupboards
- Ausfile™ (Profile™) Mobile Pedestals
- Ausfile™ (Profile™) Lateral Filing Cupboards
- Ausfile™ (Profile™) Tambour Cupboards
- Ausfile™ (Profile™) Storage Lockers
- Eclipse® Library Shelving

STANDARD:

GECA 28-2006 Furniture and Fittings

SITE ADDRESS:

10 Liddlelow Street
KENWICH WA 6170

Licensed Date:

18th September 2009

Ian Higgins
Chief Executive Officer
Good Environmental Choice Australia Ltd

Conditions of your GOOD ENVIRONMENTAL CHOICE LICENCE

The Conditions of the licence to use the Environmental Choice Australia Mark are as stated in the following sections and under the Rules Governing the Use of the Certification Mark.

In particular:

1. The certificate holder shall ensure that its production arrangements for the certified product and associated environmental performance standards detailed in the GECA 28-2006 Furniture and Fittings standard maintained in accordance with the requirements of the Australian Ecolabel Program.
2. The certificate holder shall keep GECA informed of any significant changes to its certified products, in particular of any changes in design or composition which would affect its environmental performance characteristics.
3. The certificate holder shall give and require the associated product and corporate officer to give GECA and its authorized verifiers admittance and assistance in the verification and surveillance of:

The use of the Environmental Australia Choice Mark

4. In order to maintain certification, the following conditions must be fulfilled:

GECA must:

- Arrange periodical verification of the product and/or at the product manufacturing facilities; and
- Periodically confirm that certification should be continued.

Client organisations must:

Make available product and production records for review;

- Use logos and marks in accordance with the documented requirements;
- Comply with the Certification Program requirements as advised to you from time to time by GECA;
- Have periodical verifications as agreed with GECA at product and project sites;
- Implement all corrective action as agreed with GECA;
- Pay all licence fees (licence fees are non refundable);
- Advise GECA promptly (within 30 days) of any changes to your product, associated manufacturing techniques or activities that may affect certification; and
- Maintain a record, accessible to GECA, of all customer complaints, environmental monitoring records and corrective action relating to the certified product.

5. GECA may conduct additional verification activities in accordance with the certification contract to maintain your certification if you change your products, or if we are advised of significant problems with your production system.
6. Verification of compliance of certified organisations with changed certification requirements shall be achieved through either special verification activities or by inclusion in the next periodical verification after consideration of advice provided by the Business Manager, GECA.
7. The certification holder shall be entitled to use the Environment Choice Product Certification Mark in accordance with the **“Rules Governing the Use of the Certification Mark”**. The Certification Mark may not be used in an unauthorized manner.
8. The certificate holder shall ensure that it does not use the certification mark in a way that could imply that other products or the company itself has achieved certification under the requirements of the Australian Ecolabel Product Certification Program.
9. If the certificate holder fails to meet any of the conditions of certification listed in this license, GECA shall be entitled to suspend or withdraw the certificate and the applicant is entitled to appeal as detailed in the Rules Governing the use of the Certification Mark.
10. The Good Environmental Choice Australia Ltd as part of its obligations under this license will undertake the following activities to promote the environmental certification of the “Good Environmental Choice” certified product.
 - The certified products and their environmental characteristics will be listed on the Australian Ecolabel website in the certified products section.
 - A market and customer telephone and e-mail service will be hosted by GECA for market enquiries regarding the certification and the environmental attributes of the certified product during normal office hours.

Good Environmental Choice Australia Ltd will design an environmental product declaration electronic document and distribute it electronically on an agreed e-mail list.

- Good Environmental Choice Australia Ltd may use the certification process and illustrations of the certified products during future seminars to illustrate the value of the Australian Ecolabel Program to Small and Medium Enterprises (SMEs) seeking to gain recognition for the environmental performance of products.
- Good Environmental Choice Australia Ltd may issue a media release to the broad community regarding the “Good Environmental Choice” verification of the certified manufacturer.