

FSI FloriPEFCR Benchmark Protocol

Version – July 2024



Basket
of
FloriPEFCR tools

1. Introduction

The FloriPEFCR benchmarking is offered on a voluntary basis by FSI and aims at supporting users and organisations that offer pre-defined footprint tooling. The objective of this verification of pre-defined tools is to ensure that the tool complies with the PEFCR requirements and that it accurately and reliably produces PEF results and is open for data exchange.

The set of benchmarking criteria supports the mainstreaming of principles across different tools and aims to avoid duplication of costs and efforts. Through monitoring of environmental impacts, identifying lifecycle hotspots, and pinpointing areas for improvement in environmental performance the main sector focus should be on reducing emissions caused in the product life cycle. A uniform methodology will support these efforts to maximize reductions by sharing uniform data and addressing hotspots and best practices.

The further development of the methodology and tooling will continue the coming years. Therefore, this benchmarking is seen as a first step in supporting and alignment. This FSI benchmarking does not replace the EU criteria for a valid FloriPEFCR but serves as guidance for sector alignment and guidance for tool builders to be sure that the offered services are in line with the guidance and visible for the floricultural stakeholders.

2. Scope

Organizations who have developed footprint tooling are invited for benchmarking by submitting the Benchmark Application agreeing on the criteria for benchmarking, fees and terms and conditions.

3. Benchmarking procedure

3.1 Application

An application shall be submitted per benchmarking process. The process starts with a self-assessment based on the documents provided after which the benchmarking process will take place. The benchmarking will be performed by an independent 3rd party and is selected by FSI. The benchmarking process will include a self-assessment, review, consultation and will be finalized with an end report. The report will indicate where the tool meets the criteria, where differences are observed and if the tool meets the benchmark criteria. The report will be shared with the tool provider directly. Upon successful completion of the benchmark, the results can be shared with FSI for further recognition. After approval, FSI will then communicate the updated list of “FSI Basket of FloriPEFCR tools”. The cost for the benchmarking process will be paid by the tool provider.

The tool provider shall complete and submit the following documentation:

- **Benchmark Application form** (template included at the end of this document) and process the benchmarking fee upon receipt of the invoice and terms and conditions.

After this the tool provider will receive the following documents to fill in and to complement:

- **FSI_FloriPEFCR Benchmark Declaration** indicating that the tool provider has understood the benchmarking criteria as set by FSI for recognition.
- **FSI_FloriPEFCR Checklist Self-assessment file** completed with the details of the tool to

benchmark. The checklist includes all FloriPEFCR criteria and, when required, clarifications and compliance criteria.

- **FSI_FloriPEFCR Data Set.** To be processed through the tool and the calculations and outcomes need to be shared for verification that the tool provides results as expected when FloriPEFCR compliant.
- A copy of any other supporting documentation in English.

The expert conducting the benchmark will notify the tool provider by email about the reception of the filled documents and, if applicable, will request any missing information.

3.2 Invoicing

After receiving the application form, the expert will invoice the benchmarking base fee (see section 5 Benchmarking Fees) to the tool provider.

The base Fee covers the costs for the typical benchmarking process where the tool provider provides accurate information with minimum iterations. Nevertheless, in some complex situations or with a bigger need for iterations, additional fees might be applicable. In such a case the tool provider will be notified, and a confirmation requested before any invoice for additional benchmarking fees is raised.

3.3 Assessment process

Desktop assessment. The expert will undertake a technical desktop evaluation of the information submitted with the application package to assess how the tool provider complies with the set criteria. The expert will request any clarifications needed from the tool provider when necessary.

The assessment process might include calls to check how the data is being processed to comply with the criteria.

Provisional report: once the payment is received and the assessment is completed, a provisional report indicating the compliance level will be submitted to the tool provider. This provides the tool provider the opportunity to clarify any pending issues.

Final report: the expert will send a final report to the tool provider after receiving and processing the feedback to the provisional report. The final report can be shared by the tool provider with FSI for further recognition.

3.4 FSI recognition process

The FSI Board will decide on admitting a tool to the *FSI Basket of FloriPEFCR Tools*, considering the following criteria:

1. All approval criteria from the FSI benchmarking document are marked compliant and the expert recommendation is positive.
2. The tool is in use by at least 1 stakeholder demonstrating the implementation of the tool.

FSI Secretariat will communicate the tool provider its decision on the recognition. When a tool provider has demonstrated to be compliant, FSI will communicate to the tool provider and the public about acceptance of the tool in the FSI Basket.

4. Timelines

Phase	Working days	Who	Start phase	End phase
Confirmation of application	5	Expert	Reception of application package	Confirmation of reception (or request of complementary information).
Desktop assessment	15	Expert	Reception of the complete application package	Send the provisional report (provided tool provider replies promptly and accurately to any clarifications needed).
Comments to provisional report	5	Tool provider	Reception of provisional report	Send comments to provisional report
Final report	5	Expert	Reception of feedback to provisional report	Send final report
Recognition process	10	FSI	Reception of final report	Decision on recognition of benchmarked tool provider

Timescales are just an orientation to provide an expectation. Multiple factors, such as local bank-holidays, annual holidays (typically Easter, Christmas and summer), incomplete or contradictory information, delayed responses, etc. can extend these target timescales.

5. Benchmarking Fees

Benchmarking base fee.....	2.000 Euros
Benchmarking Additional fee	100 Euros/h

- Prices do not include VAT. VAT will be added to the above prices if applicable.
- All bank charges and conversion fees shall be covered by the company making the payment.
- The Benchmarking base fee includes:
 - Reception and processing of the application form. Checking the benchmarking file and raising the invoice.
 - Process the **Self-assessment** excel file (that should be fully completed by the tool provider with the details of the tool that is being benchmarked) and supporting documentation.
 - Preparation of the benchmarking report.
 - **6 hours** of additional work that can be used to request additional information or clarifications, process new or complex evidence, iterations, and webinars with tool providers.
- The Benchmarking base fee does not include:
 - Translation. All documentation and information shall be provided by the tool provider in English.
 - Excess worktime over the 6 hours included in the base Fee. Applicable for complex situations, when information received is incomplete or inconsistent, situations that require multiple iterations with tool provider to clarify issues, etc.
 - Any other issue not explicitly included in the base fee.
- The Benchmarking Additional fee:
 - Should only be applicable in exceptional circumstances to cover work or situations not covered by the Base fee.
 - Will not be invoiced unless previously agreed with the applicant.

6. FSI FloriPEFCR benchmark application

Application made by (hereinafter **COMPANY**):

Legal company
VAT identification number
Address
Invoicing details (if different from above)

Tool to benchmark (hereinafter **TOOL**)

Company/Organisation name
Tool (name and version)
Tool applicable from date

1. COMPANY applies to benchmark the TOOL against the latest version of the FSI FloriPEFCR benchmark criteria.
2. The benchmarking procedure will be undertaken by the EXPERT *Peter Vermeulen research coaching & consulting* PVRCC
3. The applicable rates will be invoiced by the PVRCC to the COMPANY and its payment must be effective within 15 days from the invoice date.
4. COMPANY agrees to comply with the procedures and requirements laid down by the protocol in its most recent version as described in this document and the latest version of "PVRCC General Conditions of service".
5. PVRCC does not assume any responsibility derived from the outcome of the benchmark.
6. You are informed that the personal data provided will become part of a file owned by PVRCC, whose purpose is the maintenance of the contractual or pre-contractual relationship related to what is described in this application. You may exercise your rights of access, rectification or deletion, limitation of your data treatment, portability and/or opposition, by writing to PeterVermeulenrcc@caiway.net indicating in the subject Data Protection.

Signed in representation of COMPANY

Name:

Position:

Date:

Complete and sign this application page and send scanned to:

PeterVermeulenrcc@caiway.net



FLORICULTURE SUSTAINABILITY INITIATIVE

FloriPEFCR BENCHMARKING

FSI FloriPEFCR Benchmark Declaration

The FloriPEFCR benchmarking is offered on a voluntary basis by FSI and aims at supporting users and organisations offering pre-defined footprint tooling. The objective of this benchmarking is to ensure that the tool complies with the PEFCR requirements and that it accurately and reliably produces PEF results and is open for data exchange.

The set of benchmarking criteria supports the mainstreaming of principles across different tools and aims to avoid duplication of costs and efforts. Through monitoring of environmental impacts, identifying lifecycle hotspots, and pinpointing areas for improvement in environmental performance the main sector focus is on reducing emissions caused in the product life cycle. A uniform methodology will support these efforts to maximize reductions by sharing uniform data and addressing hotspots and best practices.

The further development of the methodology and tooling will continue the coming years, with the current version of the EU guidelines and mandatory database being valid until at least 31-12-2025. The methodology will be revised based on experience and feedback from users as it will not be a bulletproof methodology yet. Therefore, this benchmarking is seen as a first step in stimulating reduction efforts and sector alignment on methods and outcomes. The responsibility of the accuracy of calculations and outcomes remain with the companies offering the tooling.

By undersigning this *FloriPEFCR Benchmark Declaration* document, we agree with the above and declare that to the best of our knowledge:

- The FloriPEFCR methodology and guidelines are implemented correctly in our tool.
- We are in line with the EU requirements on data validation and the use of primary and secondary datasets.
- We are willing to facilitate and stimulate data exchange between supply chain actors and have implemented the prescribed protocols and formats.



Further,

- We are aware of the limitations the methodology and tooling currently have. We realize that both on data input and in the calculation process there are still assumptions made that can lead to different outcomes.
- Understand that this FSI benchmarking does not replace the EU criteria for a valid FloriPEFCR and does not aim to give 100% confirmation of results and claims made as a result of the outcomes.
- We will support in a B2B context that PEF results encourage industry-wide improvements and sustainability. By identifying areas for improvement, facilitating sharing best practices



FLORICULTURE SUSTAINABILITY INITIATIVE

among businesses, promoting collective efforts in emission reductions and fostering a culture of continuous improvement in environmental performance.

- We will be cautious when commercially using the results as the current PEFs and FloriFEFCR are still under development and have limitations.
- We are aware that any claims are subject to the **EU Green Claims Directive** that is under development. We will refrain from (un-)intentional greenwashing and work in accordance with the EU GCD by requiring and supporting companies to provide clear, accurate, and verifiable evidence for any environmental claims about their products or services. This Directive mandates third-party verification and ensures that detailed, transparent information is accessible to consumers, thereby enhancing trust and promoting sustainable business practices.
- We understand that our tools acceptance in the FSI Basket depends on meeting the formal benchmarking protocol and the statements in this declaration. If these standards aren't maintained, acceptance can be revoked.

Signed in representation of COMPANY

Name:

Position:

Date: