

ATTACHMENT L

Third-Party Profiler Application Form for Product Certification

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Safer Choice Third Party Profiler Application

Instructions for Application Form

Background: *The Safer Choice program is a voluntary certification program that helps people find cleaning and other products made with safer ingredients for people, families, pets and the planet. When you see the Safer Choice label on a product it means EPA scientists have screened each ingredient for potential human health and environmental effects and has determined the product contains only safer ingredients. Design for the Environment (DfE) is a similar program currently used by EPA for the purpose of helping consumers and commercial buyers identify antimicrobial products that meet the health and safety standards of the normal pesticide registration process required by the Federal Insecticide, Fungicide and Rodenticide Act (FIFRA) as well as other rigorous criteria required by the EPA.*

*EPA works with certified **third party profilers** to review applications from product manufacturers interested in qualifying their products for the Safer Choice label or the Design for the Environment (DfE) logo. The third party profiler compiles all hazard information available on each chemical, including detailed structure, physical-chemical properties, human health and environmental toxicology, and regulatory/administrative status. This compilation of data is known as a profile. Qualified third party profilers have the expertise and objectivity needed to ensure a quality review, with high confidence in its accuracy and reliability.*

Safer Choice has set stringent requirements, as outlined in Section 8 of EPA's Safer Choice and Design for the Environment (DfE) Standard, for parties applying to become qualified third party profilers. Before filling out the application in Section 2B, please review and consider the roles and responsibilities you will be asked to undertake as a third party profiler (TPP):

- A. **Supporting the Safer Choice Program.** Safeguard and uphold the integrity, quality, and trustworthiness of the Safer Choice product and chemical evaluation processes, program, and label, including development of strong and effective working relationships with Safer Choice staff.*
- B. **Meeting and Maintaining the TPP Provisions in the Safer Choice Standard.** Satisfy the provisions of the Safer Choice Standard, section 8—"Profiler Requirements," which include technical competence in chemical hazard and fate reviews; staffing with experts in the various profiling disciplines; facility with toxicological models and estimation tools; program managerial skills; credibility and good standing; and success at a pilot review that simulates an actual product evaluation. (See Safer Choice Standard at <http://www2.epa.gov/saferchoice/safer-choice-standard>.)*
- C. **Following the Procedures in the TPP Handbook.** Use the Third Party Profiler Handbook/Guidance Manual to inform its profiling activities, including, for example, searching the approved set of data sources; digesting the key, distinguishing hazard data; and preparing a dossier on each chemical ingredient in a candidate product. Beyond regular oversight, the TPP will conduct annual partner surveillance, including triennial on-site audits, to ensure compliance with program requirements.*

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- D. **Submitting to Performance Review.** *In addition to regular feedback and recommendations from Safer Choice staff, engage in annual performance reviews and, once every five years, a full performance evaluation.*
- E. **Adopting and Using the Salesforce Data System.** *Use the Safer Choice Salesforce data system to manage all Safer Choice product review and partnership activities, including purchase and maintenance of the necessary computer hardware and system licenses.*
- F. **Performing Supplemental Duties.** *Fulfill other requests and functions related to its TPP duties that may arise, if Safer Choice deems it necessary to the successful operation of the program.*
- G. **Adhering to Good Business Practices.** *Demonstrate and follow good business practices in dealing with companies working with Safer Choice. Good business practices include: offering open access to your services to legitimate potential clients in the TPP's sole discretion; adopting and implementing customer service standards; and avoiding potential conflicts of interest.*

Application Process: To apply to serve as a Safer Choice third party profiler, a candidate should complete this application and have it signed by an authorized company or organization official.

EPA may request additional information in support of your application. Failure to provide the information may result in a delay or suspension of your application review.

The application is available online and may be filled out, scanned and emailed (preferred), or submitted in hard copy by mail or fax. Online applications must be electronically signed and sent to SaferChoice_Support@abtassoc.com.

As part of the application process, an applicant who meets the basic TPP qualifications will be asked to perform a trial review (i.e., a simulated or mock product review) to demonstrate technical competence and will be screened for their history of civil or criminal enforcement actions. Safer Choice will reach out to schedule a pilot review after the paper application has been received.

If you choose to send a hard copy, the application may be mailed to the following address maintained by our contractor (EPA Contract No. EP-W-08-010):

Safer Choice TPP Application
c/o Abt Global
Attn: Emily Connor
6130 Executive Boulevard
Rockville, MD 20852
P: 301-634-1722

Confirmation of Receipt: You will receive an email within one week confirming any materials you submit. It will be sent to the contact provided in the application. If you do not receive confirmation within one week, please Emily Connor.

Questions: Questions about eligibility, application procedures, or the Safer Choice Program should be directed to Nicole Scharko at scharko.nicole@epa.gov.

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SECTION 1:

Contact information.

Enter requested information for the authorized representative.

Organization Name	
Contact Name	
Address	
City, State, Zip	
Phone	Fax
Email	
Website	

SECTION 2: Technical Competence and Credibility

Please describe your company or organization’s abilities and experience as a third party profiler, using the sections below to guide your response. Your narrative should be no more than five pages , not including any additional documentation referenced in section 2.1 and 2.7.	
<p>2.1 Staff</p> <p>____/10</p>	<p><i>A profiler shall have the appropriate personnel to perform hazard assessments. Staff shall include chemists, biologists, toxicologists, or others with science/technical backgrounds.</i></p> <ul style="list-style-type: none"> • Please list and attach resumes of personnel qualified to support the Safer Choice program.
<p>2.2 Assessment and interpretation abilities</p> <p>____/10</p>	<p><i>A profiler shall have the ability to assess and interpret diverse toxicological and other health and environmental information. This includes maintenance of appropriate staffing; a track record as a data reviewer; experience as a standards developer or certifier to standards or criteria.</i></p> <ul style="list-style-type: none"> • Describe your organization’s experience and expertise with assessing and interpreting chemical hazard and fate information. • Identify whether your organization currently meets all ISO/IEC 17065criteria.¹

¹ ISO/IEC 17065: 2012 – Conformity assessment- requirements for bodies certifying products, processes, and services. <https://www.iso.org/standard/46568.html>

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2.3 Access and management of hazard information _____/10	<p><i>A profiler shall have the ability to access and manage chemical, health and environmental hazard information, including fluency with chemicals at the structural level.</i></p> <ul style="list-style-type: none"> Describe your information technology expertise; protocol and equipment for data searching, storage and retrieval; and relevant experience and work products.
2.4 Use of estimation models and software _____/10	<p><i>A profiler shall demonstrate skill at using EPA and other physical-chemical and environmental estimation models and software.</i></p> <ul style="list-style-type: none"> Describe experience with EPA’s Sustainable Futures Program and/or other relevant hazard modeling software and work products.
2.5 Secure handling of proprietary business information _____/10	<p><i>A profiler shall have the appropriate systems and procedures in place to ensure the protection of all proprietary business information obtained through the review process for this program.</i></p> <ul style="list-style-type: none"> Describe protocols and procedures in place for handling proprietary business information.
2.6 Safer Choice training and interaction _____/10	<p><i>The profiler shall have the skills, experience, and training necessary to uphold the integrity, quality, and trustworthiness of the Safer Choice product and chemical evaluation processes, program, and label.</i></p> <ul style="list-style-type: none"> Describe any previous interaction or training with Safer Choice or companies interested in Safer Choice recognition. Demonstrate your adoption of good business practices – e.g., your policy on how to avoid conflict of interest.
2.7 Additional information	<ul style="list-style-type: none"> You may include testimonials, sample case studies, or other materials as attachments.
2.8 Pilot Review _____/40	<p>Safer Choice will reach out to schedule a pilot review that simulates an actual product evaluation after the paper application has been received.</p>
Total _____/100	

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**SECTION
3:**
Certification of
Application

Please have the appropriate company or organization official (e.g., CEO, vice president for governmental affairs, division head, or other authorized signatory) sign here to verify the accuracy of the application.

Signature of Authorizing Official	Date
Printed Name and Title	Date

I hereby affirm that the contents of this application are true and accurate to the best of my knowledge, and that I am a representative of the company or organization named above and am duly authorized to sign on its behalf.

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