

CEN Workshop ‘Fossil Free Products - Guidelines and Requirements for Ending Fossil Fuel Use in Supply Chains’

Workshop description form

- PART A – Workshop Summary
- PART B – Project Plan



PART A – Workshop SUMMARY

1	WS details	
1.1.	Organization	<input checked="" type="checkbox"/> CEN <input type="checkbox"/> CENELEC <input type="checkbox"/> Joint with <input type="checkbox"/> CEN lead <input type="checkbox"/> CENELEC lead
1.2.	Title	CEN WS “Fossil Free Products - Guidelines and Requirements for Ending Fossil Fuel Use in Supply Chains” (select CEN or CLC or leave CEN/CLC in case of joint WS)
1.3.	Scope	<p>The goal of this CEN/WS is the development of a CWA which provides clear guidelines and criteria for products produced without burning fossil fuels. Specifically, it will specify:</p> <ul style="list-style-type: none"> • Requirements for all elements and materials of a product to be created without burning oil, gas, coal (or peat) during their production process. • Operation of manufacturing sites, including suppliers and subcontractors, entirely on renewable energy sources during production. • Rules for demonstrating energy used in manufacturing processes. • Prohibition of incinerating waste from hydrocarbon-based materials for energy at manufacturing sites. • Permitted use of hydrocarbon-based materials in products, provided they are not burned during the manufacturing process. • Rules for demonstrating the use of renewable energy for transport of the product and its component materials. <p>The guidelines and criteria set forth by the CEN Workshop are applicable to and intended to be used by:</p> <ul style="list-style-type: none"> • Manufacturers eliminating the burning of fossil fuels in their supply chain. • Certification bodies verifying compliance with fossil free product standards. • Regulatory authorities implementing policies promoting fossil free supply chains. • Environmental organizations and consumer groups advocating for sustainable production practices. • Industry associations adopting and promoting standardized guidelines within their sectors. <p>The CEN Workshop guidelines are not applicable to and not intended to be used by:</p>

		<ul style="list-style-type: none"> Companies not aiming to eliminate the burning of fossil fuels in manufacturing. Hydrocarbon based products intended for combustion, such as gasoline, diesel, jet fuel, propane, etc. which cannot be considered fossil free products. 	
1.4.	Does this WS stem from an EU Research project?	<input type="checkbox"/> YES Name of the project: Type here Grant number: Type here End date Type here <input checked="" type="checkbox"/> NO	
1.5.	Financial support	<input type="checkbox"/> EU Research project <input type="checkbox"/> EC/EFTA Grant reference: Type here <input checked="" type="checkbox"/> Other Specify, if needed: Leave it in the Ground Initiative (LINGO).	
1.6.	WS Proposer/Proposed Chair WS proposer	Name: Organization: Postal address: Email: Phone: Webpage: Contact person (name and email):	Margaux Paine Leave it in the Ground Initiative (LINGO e.V.) LINGO, Augustusweg 59, 01445 Radebeul, Germany margaux.paine@leave-it-in-the-ground.org https://www.leave-it-in-the-ground.org/ Type here Type here
1.7.	WS Secretariat	Organization: Postal address: Email: Phone: Webpage: WS Secretary name: Email: Phone:	UNI – Ente Italiano di Normazione Via Sannio 2, Milano Type here Type here https://www.uni.com Fabio Rossi fabio.rossi@uni.com +39 0270024468
1.8.	CEN and CENELEC Management Centre (CCMC) contact	Organization: Postal address: Webpage: CCMC Project Manager name: Email: Phone:	CEN and CENELEC Rue de la Science 23B - 1040 Brussels, Belgium https://www.cencenelec.eu/Pages/default.aspx Carolina Mueller CMueller@cencenelec.eu Type here
1.9.	Tentative date and place of the Kick-off Meeting	Date: 2024-08-08, from 13.00 to 16.00 (CET)	Place: https://us06web.zoom.us/j/85465945842?pwd=EsEETbcrnPfNUczCBMI4n2C4gB6OBu.1
1.10.	Does the proposed Workshop fall within the scope of existing CEN and/or CENELEC Technical Bodies?¹	<input type="checkbox"/> YES Specify: Type here <input checked="" type="checkbox"/> NO	
1.11.	Are there other Technical Bodies or Joint Advisory and Coordination Groups potentially interested in the Workshop? ²	<input type="checkbox"/> YES Specify: Type here <input checked="" type="checkbox"/> NO	

¹ Part A and Part B of this form shall be sent by the WS secretary to the secretary of the Technical Bodies identified in this section to inform them about the creation of the WS and register any possible objection within 30 days (45 during the holiday period).

² Part A and Part B of this form should be sent by the WS secretary to the Bodies identified in this section to inform them about the creation of the WS.

1.12.	Are the following aspects affected?	Safety matters	YES ³	<input type="checkbox"/>	NO	<input checked="" type="checkbox"/>
		Management system aspects	YES ⁴	<input type="checkbox"/>	7	<input checked="" type="checkbox"/>
		Conformity assessment aspects	YES ⁵	<input type="checkbox"/>	NO	<input checked="" type="checkbox"/>
		Security matters	YES ⁶	<input type="checkbox"/>	NO	<input checked="" type="checkbox"/>
					NO	<input checked="" type="checkbox"/>
					8	
		Add information/explanations if Management System aspects and Conformity Assessment aspects are affected: Type here				
2 WS Deliverables						
2.1.	CWA #1					
2.1.1	Title	<input checked="" type="checkbox"/>	Same as WS title (1.2)			
		<input type="checkbox"/>	Other: Type here			
2.1.2	Scope		<p>The CWA provides clear guidelines and criteria for products produced without burning fossil fuels. Specifically, it will specify:</p> <ul style="list-style-type: none"> • Requirements for all elements and materials of a product to be created without burning oil, gas, coal (or peat) during their production process. • Operation of manufacturing sites, including suppliers and subcontractors, entirely on renewable energy sources during production. • Rules for demonstrating energy used in manufacturing processes. • Prohibition of incinerating waste from hydrocarbon-based materials for energy at manufacturing sites. • Permitted use of hydrocarbon-based materials in products, provided they are not burned during the manufacturing process. • Rules for demonstrating the use of renewable energy for transport of the product and its component materials. <p>The guidelines and criteria set forth by the CEN Workshop are applicable to and intended to be used by:</p> <ul style="list-style-type: none"> • Manufacturers eliminating the burning of fossil fuels in their supply chain. • Certification bodies verifying compliance with fossil free product standards. 			

³ Work on the proposed CEN and/or CENELEC Workshop shall not be initiated.

⁴ The CEN and/or CENELEC Workshop proposal shall be submitted to the CEN/CENELEC BT(s) for decision.

⁵ CEN-CENELEC Internal Regulations - Part 3, Clause 33 applies.

⁶ For projects dealing with security matters the security risk analysis provided in Annex I shall be carried out.

⁷ See Note 2 in CEN-CENELEC Guide 29, Clause 3.

⁸ See Note 2 in CEN-CENELEC Guide 29, Clause 3.

			<ul style="list-style-type: none"> • Regulatory authorities implementing policies promoting fossil free supply chains. • Environmental organizations and consumer groups advocating for sustainable production practices. • Industry associations adopting and promoting standardized guidelines within their sectors. <p>The CEN Workshop guidelines are not applicable to and not intended to be used by:</p> <ul style="list-style-type: none"> • Companies not aiming to eliminate the burning of fossil fuels in manufacturing. <p>Hydrocarbon based products intended for combustion, such as gasoline, diesel, jet fuel, propane, etc. which cannot be considered fossil free products.</p>
2.1.3	Does the proposed CWA conflict with a published EN	<input type="checkbox"/> <input checked="" type="checkbox"/>	<p>YES Specify: Type here</p> <p>NO</p> <p>In case the answer is 'yes', the development of the CWA shall be stopped</p>

PART B – Project Plan

Abstract

1 Status of the project plan

Draft project plan for public commenting (Version 1.0)

This draft project plan is intended to inform the public of a new Workshop. Any interested party can take part in this Workshop and/or comment on this draft project plan by sending an email to the WS secretary.

All those who have applied for participation or have commented on the project plan by the deadline will be invited to the kick-off meeting of the Workshop on **2024-08-08**.

2 Workshop proposer and potential Workshop participants

2.1 Workshop proposer

Person (and organization) 1: Margaux Paine (Leave it in the Ground Initiative (LINGO e.V.))

Short description and interest in the subject: LINGO has conducted extensive research activities, involving numerous partners across several European countries. The research focused on identifying and analyzing existing companies or organizations claiming fossil-free products, as well as complementary certification schemes. Key activities and collaborations include:

- Research Initiatives:
 - Various organizations have provided initial feedback, expressed interest, and offered advice on implementing Fossil Free Products in real-world scenarios.
- Presentations and Proposals:
 - The topic was presented to industry professionals to gather insights and feedback.
 - The topic was presented to national standards bodies to explore broader acceptance and alignment.
- Expert Consultations:
 - Engaged in conversations with experts to understand the broader implications and potential impact of Fossil Free Products.
 - Gained expert insights and guidance on certification standards.

These activities have provided a solid foundation for the development of the CEN Workshop Agreement on "Fossil Free Products - Guidelines and Requirements for Ending Fossil Fuel Use in Supply Chains." They have helped identify best practices, gather expert opinions, and build a network of interested and supportive stakeholders.

2.2 Potential participants

This CWA will be developed in a Workshop (temporary body) that is open to any interested party. The participation of the following persons/organizations would be helpful and is desired. It is recommended that:

- Governments and authorities

- Industry and commerce
- Environmental organizations
- Standards committees, working groups etc on relevant activities
- Certification bodies
- Others,

take part in the development of this CWA.

The CEN Workshop Agreement (CWA) resulting from this workshop will be made publicly available on the CEN website. Additionally, LINGO intends to disseminate the CWA through its network of industry associations, environmental organizations, and other relevant stakeholders to ensure wide accessibility and adoption. Promotional materials and outreach efforts will be undertaken to raise awareness about the CWA and encourage its implementation across sectors and regions.

3 Workshop objectives and scope

The goal of this CEN/WS is the development of a CWA which provides clear guidelines and criteria for products produced without burning fossil fuels. Specifically, it will specify:

- Requirements for all elements and materials of a product to be created without burning oil, gas, coal (or peat) during their production process.
- Operation of manufacturing sites, including suppliers and subcontractors, entirely on renewable energy sources during production.
- Rules for demonstrating energy used in manufacturing processes.
- Prohibition of incinerating waste from hydrocarbon-based materials for energy at manufacturing sites.
- Permitted use of hydrocarbon-based materials in products, provided they are not burned during the manufacturing process.
- Rules for demonstrating the use of renewable energy for transport of the product and its component materials.

The guidelines and criteria set forth by the CEN/CENELEC Workshop are applicable to and intended to be used by:

- Manufacturers eliminating the burning of fossil fuels in their supply chain.
- Certification bodies verifying compliance with fossil free product standards.
- Regulatory authorities implementing policies promoting fossil free supply chains.
- Environmental organizations and consumer groups advocating for sustainable production practices.
- Industry associations adopting and promoting standardized guidelines within their sectors.

The CEN/CENELEC Workshop guidelines are not applicable to and not intended to be used by:

- Companies not aiming to eliminate the burning of fossil fuels in manufacturing.
- Hydrocarbon based products intended for combustion, such as gasoline, diesel, jet fuel, propane, etc. which cannot be considered fossil free products.

3.1 Workshop background

The absence of standardized criteria for fossil free products leads to confusion and hinders progress towards reducing fossil fuel dependence. This workshop aims to address these challenges by providing a clear and consistent framework for companies pioneering the energy transition from fossil fuels to renewable energy, enhancing consumer trust through transparent and verifiable claims, and supporting regulatory bodies in implementing effective policies.

There is strong market demand for standardized fossil free criteria, driven by increasing consumer awareness and regulatory pressure. Interest is particularly high in countries with ambitious climate goals, such as Germany, France, and the Nordic countries. Industry associations and environmental organizations have expressed support for this initiative, recognizing its potential to accelerate the transition to renewable energy sources in supply chains.

The publication of this CWA is expected to lead to the early adoption of fossil free practices by pioneering companies, thereby reducing emissions and setting a benchmark for others to follow. In the long term, this CWA will serve as the foundation for a European Standard, driving faster adoption of renewable energy and contributing to climate change mitigation.

4 Workshop programme

4.1 General

The kick-off meeting is planned to take place on 2024-08-08, from 13.00 to 16.00 (CET) on Zoom

<https://us06web.zoom.us/j/85465945842?pwd=EsEETbcrnPfNUczCBMI4n2C4gB6OBu.1>

A draft for public commenting will be published for 30 days.

A total of 5/6 Workshop meetings (kick-off meeting and Workshop meetings) and web conferences will be held, during which the content of the CWA(s) will be presented, discussed and approved.

The working language (language of meetings, minutes, etc.) of the WS will be English. The CWA will be written in English.

4.2 Workshop schedule

Table 1: Workshop schedule (preliminary)

CEN/CENELEC Workshop	M01	M02	M03	M04	M05	M06	M07	M08	M09	...
Initiation	[Dark Blue Bar]									
1. Workshop description form submission and TC response	[Light Blue Bar]									
2. Open commenting period on draft project plan (mandatory)		[Light Blue Bar]								
Operation			[Teal Bar]							
3. Kick-off meeting			[Light Blue Bar]							
4. CWA(s) development			[Light Blue Bar]	[Light Blue Bar]	[Light Blue Bar]	[Light Blue Bar]	[Light Blue Bar]			
5. Open commenting period on draft CWA(s) (optional)							[Light Blue Bar]			
6. CWA(s) finalized and approved by Workshop participants								[Light Blue Bar]	[Light Blue Bar]	
Publication									[Green Bar]	[Green Bar]
7. CWA(s) publication									[Green Bar]	[Green Bar]
Dissemination (see 6)		[Orange Bar]	[Orange Bar]			[Orange Bar]	[Orange Bar]	[Orange Bar]		[Orange Bar]
Milestones			K	V				V/A	P	D

Legend



- K** Kick-off
- M** Workshop meeting
- V** Virtual Workshop meeting
- A** Adoption of CWA
- P** Publication of CWA
- D** Online distribution of CWA

5 Resource planning

The administrative costs of the Workshop Secretariat are financed by Leave it in the Ground Initiative (LINGO).

6 Workshop structure and rules of cooperation

6.1 Participation in the Workshop

The Workshop will be constituted during the kick-off meeting. By approving this project plan, the interested parties declare their willingness to participate in the Workshop and will be formally named as Workshop participants, with the associated rights and duties. Participants at the kick-off meeting who do not approve the project plan are not given the status of a Workshop participant and are thus excluded from further decisions made during the kick-off meeting and from any other decisions regarding the Workshop.

As a rule, the request to participate in the Workshop is closed once it is constituted. The current Workshop participants shall decide whether any additional members will be accepted or not.

Any new participant in the Workshop at a later date is decided on by the participants making up the Workshop at that time. It is particularly important to consider these aspects:

- a. expansion would be conducive to shortening the duration of the Workshop or to avoiding or averting an impending delay in the planned duration of the Workshop;
- b. the expansion would not result in the Workshop taking longer to complete;
- c. the new Workshop participant would not address any new or complementary issues beyond the scope defined and approved in the project plan;
- d. the new Workshop participant would bring complementary expertise into the Workshop in order to incorporate the latest scientific findings and state-of-the-art knowledge;
- e. the new Workshop participant would actively participate in the drafting of the manuscript by submitting concrete, not abstract, proposals and contributions;
- f. the new Workshop participant would ensure wider application of the CWA.

All Workshop participants who approved the publication of the CWA or its draft will be named as authors in the European Foreword, including the organizations which they represent. All Workshop participants who did not approve the publication of the CWA will not be named in the European Foreword.

6.2 Workshop responsibilities

The Workshop Chair is responsible for content management and consensus building. The Workshop Chair is supported by the Workshop Vice-Chair (if any) and the responsible Workshop secretariat, whereby the Workshop secretariat will always remain neutral regarding the content of the CWA(s). Furthermore, the Workshop secretariat shall ensure that CEN-CENELEC's rules of procedure, rules of presentation, and the principles governing the publication of CWA(s) have been observed. Should a Workshop Chair no longer be able to carry out her/his duties, the Workshop secretariat shall initiate the election of a new Workshop Chair. The list below covers the main tasks of the Workshop Chair. It is not intended to be exhaustive.

- Content related contact point for the Workshop
- Presides at Workshop meetings
- Ensures that the development of the CWA respects the principles and content of the adopted project plan

- Manages the consensus building process, assesses when the Workshop participants have reached agreement on the final CWA, on the basis of the comments received
- Ensures due information exchange with the Workshop secretariat
- Represents the Workshop and its results to exterior

The Workshop secretariat, provided by a CEN and/or CENELEC Member, is responsible for organizing and leading the kick-off meeting, in consultation with the Workshop proposer. Further Workshop meetings and/or web conferences shall be organized by the Workshop secretariat in consultation with the Workshop Chair. The list below covers the main tasks of the Workshop secretariat. It is not intended to be exhaustive.

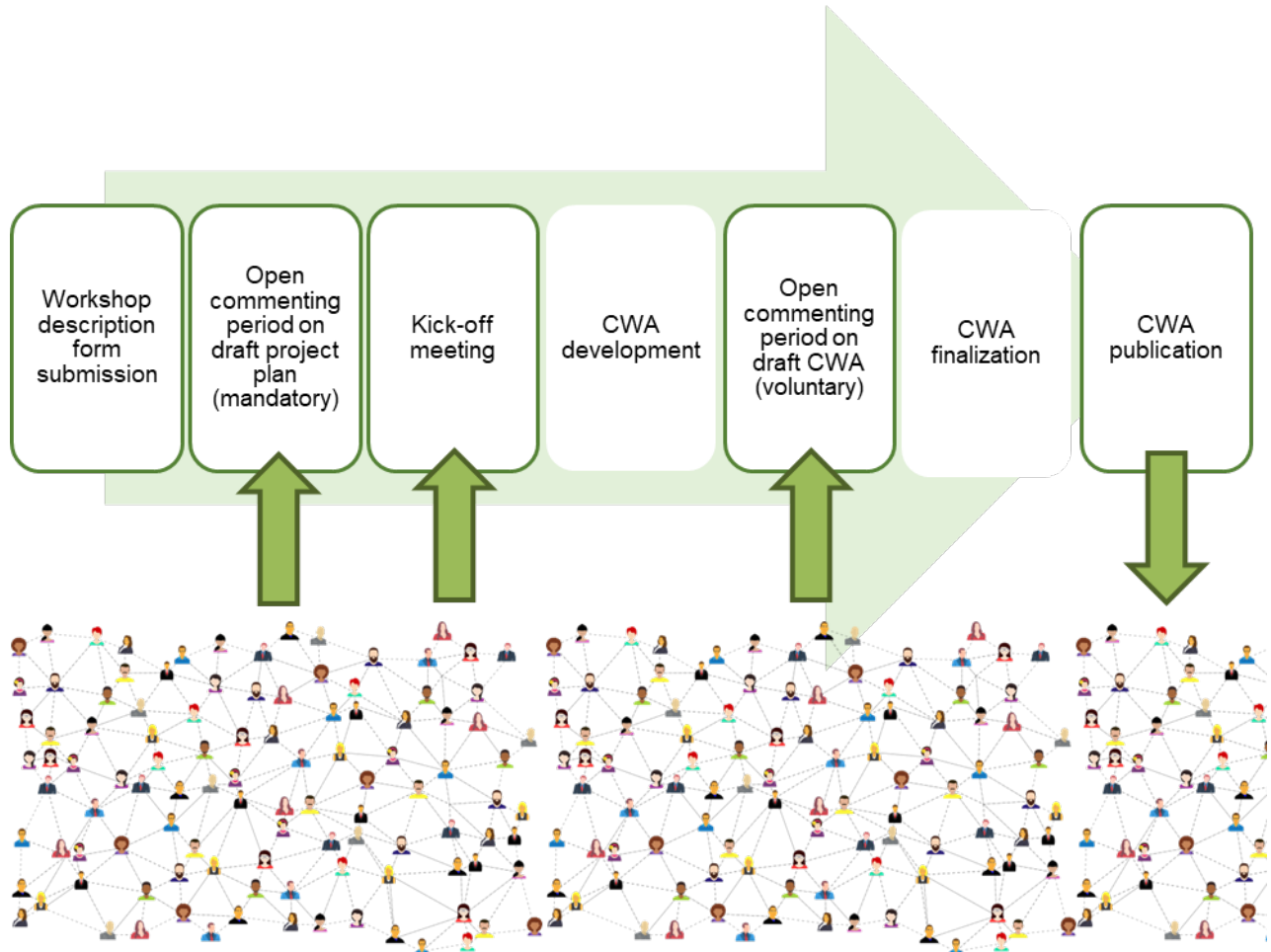
- Administrative and organizational contact point for the Workshop
- Ensures that the development of the CWA respects the principles and content of the adopted project plan and of the requirements of the CEN-CENELEC Guide 29
- Formally registers Workshop participants and maintains record of participating organizations and individuals
- Offers infrastructure and manages documents and their distribution through an electronic platform
- Prepares agenda and distributes information on meetings and meeting minutes as well as follow-up actions of the Workshop
- Initiates and manages CWA approval process upon decision by the Workshop Chair
- Interfaces with CEN-CENELEC Management Centre (CCMC) and Workshop Chair regarding strategic directions, problems arising, and external relationships
- Advises on CEN-CENELEC rules and brings any major problems encountered (if any) in the development of the CWA to the attention of CEN-CENELEC Management Centre (CCMC)
- Administrates the connection with relevant CEN or CENELEC/TCS

6.3 Decision making process

The CEN and/or CENELEC Workshop Chair is responsible for ensuring that the development of the CWA follows the principles and content of the project plan described in this document and the requirements of CEN-CENELEC Guide 29. The CEN and/or CENELEC Workshop Chair may take decisions on the conduct of the CEN and/or CENELEC Workshop on the basis of the comments expressed by the participants and of CEN-CENELEC Guide 29.

Decisions shall be taken based on consensus of the WS participants.

7 Dissemination and participation strategy



Potential participants identified in section 2.2 and potential interested stakeholders identified in Part A should be informed of the open commenting phase, if any, and of the publication of the CWA.

In addition to the CCMC website, the final CWA might be advertised on:

- sector specific newsletter
- social media, such as
 - Facebook
 - Instagram
 - LinkedIn
 - X
- Research Gate
- EC Newsroom
- Others

Annex I – Security risk analysis

This annex shall be completed if section 1.12 of Part A indicates that security aspects are addressed by the Workshop.

I.I General

Security risk analysis is a process of identifying and analyzing the main negative factors that may affect a standardization project's objectives. The following is targeted at secretariats of CEN and/or CENELEC Workshop Agreements (CWA) dealing with security issues. Its purpose is to help them identify and mitigate the risks associated with their project. It is structured around two main security threats that can affect the success of the work: major diverging interests among stakeholders and sensitive information.

I.II Risk analysis on major diverging interest among stakeholders

Diverging interests among stakeholders can impede the process in reaching agreement on the CWA and even lead to failure to deliver the planned CWA. In order to identify and possibly mitigate the risks, the following questions should be reviewed:

- Is the planned CWA expected to have a major impact on the security policy/strategy of the core stakeholders?
- Does the scope of the CWA cover products or services with a clear dual-use purpose (i.e. which can be used for military purposes)?

I.III Risk analysis on sensitive information

- In light of the scope of the CWA, is it likely that it may deal with sensitive information? If so, what is the information sensitivity level?
- Is there a need for a (non-)disclosure agreement?
- Is there any conflict of interest for stakeholders involved in the CEN and/or CENELEC Workshop, regarding especially the use they may make of any information they receive during the development of the CWA?
- What steps should be taken to manage information dissemination and storage (e.g. memory stick, emailing, storage) during the development process of the CWA?