

## eco-INSTITUT-Label Sampling guidance



It is generally to be noted that during all steps any proximity to solvent-containing products may contaminate the sample. Especially avoid the following: Cleaning agents, thinners, colourants, varnishes, fuel, and exhaust gases among other things.

### 1) Sampling

Sampling must be carried out by a **local neutral third party** (e.g. council, environmental office, expert, notary).

The samples of the products to be examined are to be taken **from the current production line**. Please make sure that the product has undergone the routine production processes (including washing/rinsing).

Otherwise, samples may be taken out of stocks. These should not be older than one week. The samples have to be taken from a packed load (e.g. a pallet unit) out of a **middle position**. Please make sure that the sample chosen has been approved for sale and has undergone the routine production process.

### 2) Sample size

Mattresses: It is allowed to cut the mattress in smaller units. **One fourth of a mattress** is sufficient for testing. Please make sure that the chosen mattress sample depicts the batch number.

Pillows: Please choose **2 samples!** Please make sure that each pillow sample depicts the batch number.

Textiles: 1 m<sup>2</sup> is sufficient per material type.

### 3) Packaging

First, the sample is to be wrapped in **aluminium foil**. Subsequently, the sample is to be packed as **hermetically** as possible into a **low-emission plastic foil** (polyethylene, polypropylene, freezer bag) and sealed with tape.

Please attach the sampling sheet on the package of each sample.

***Improperly packed samples cannot be accepted for laboratory testing.***

### 4) Dispatch

For the dispatch the usual post office and parcel service may be used or alternatively the customer may deliver it directly. Here it is to be noted that in the case of transport by car the sample is not to be stored in the proximity of sources of emission (e.g. fuel cans).

Please make sure to attach a proforma invoice on the package which declares a small value (e.g. 10 Euros) so that the package will not be retained by the customs.

### 5) Confirmation of sampling

The independent sampling must be confirmed by the sampler, both on the samples themselves as well as on the accompanying eco-INSTITUT-Label sampling sheet (with company stamp).