

# Juno

Juno™ Fiber  
Chain of Custody Standard



Juno™ Fiber

***Supporting landfill diversion***

[www.gpjuno.com](http://www.gpjuno.com)

Version 1.0

January 28, 2022

## Version History

Date	Revision	Version
January 28, 2022	Final Version	1.0



## 1 Purpose

The purpose of the standard is to describe the requirements for claims regarding the use of Juno™ Fiber in products (Juno claim). This standard allows a company to demonstrate that its marketing claims related to the use and production of Juno Fiber following the principles of the FTC Green Guides for the use of Environmental Marketing Claims.

## 2 Scope

This standard describes the requirements for an organization to implement a chain of custody related to Juno Fiber and to make Juno Fiber claims about their products. The Juno claim shall be based on the content of Juno Fiber within the product group. The Juno claim may be based on production at a single manufacturing site or across multiple sites.

Intended users of this standard are product manufacturers seeking to make a claim on products related to the conformance of this standard, as well as organizations interested in purchasing products meeting the requirements of the standard. The standard also provides guidelines for the use of Juno claims and labels.

This standard is voluntary. It is not intended to replace any legal or regulatory requirements that may be applicable to user operations.

This standard has been developed internally within Georgia-Pacific LLC. Juno is a Georgia-Pacific company.

## 3 Definitions

Certified product: Product that meets the requirements of this standard and is sold with a Juno Fiber claim.

Chain of Custody: The path a product and its components take from their origin to the end consumer, tracking each change in legal ownership.

Responsibly sourced fiber: Fiber sourced, at a minimum, under a due diligence or control program that is recognized by one or more globally recognized forestry certification systems, including but not limited to PEFC, FSC, and SFI.

Manufacturing site: The location where the production of material undergoing certification occurs.

Juno claim: A statement about the Juno Fiber attributes assigned to a product.

Juno Fiber: Wood fiber that is recovered using Juno Technology.

Juno® Technology: Juno Technology takes commercial waste and uses a proprietary process to sterilize waste, turn the food into biogas, and recover paper, plastics, and metals.

Product group: a product or group of products characterized by similar inputs and outputs, that can be combined for the purpose of mass balance accounting to support Juno Fiber claims.

Recycled content: recycled material in a product. Juno Fiber is considered recycled content for the purposes of making recycled content claims that are outside the scope of this standard; however, only Juno Fiber may be counted as an input in making Juno Fiber claims in a finished product.

Traceability: the ability to trace materials and products through a manufacturing process

Unknown Source: Fiber that is designated as neither responsibly sourced nor Juno Fiber. Fiber from unknown sources is not permitted in a product that carries a Juno Certified Fiber claim.

## 4 Material Requirements

### 4.1 Traceability

The manufacturer shall be able to trace the origin of all input materials to support conformance of this Standard.

### 4.2 Material Classification

Materials used in certified products must be classified and documented through the chain of custody. All materials used in certified product must, at a minimum, be from verified responsible sources. For this standard, fibers will be classified as either responsibly sourced, unknown sources, recycled or Juno Fiber.

Claims other than Juno claims will be made according to the applicable standards, and material inputs may be classified differently according to those standards.

Allowable inputs are Juno Fiber and other verified responsibly sourced fiber. Fiber of unknown sources is prohibited from being used in products that carry a Juno claim.

The amount of Juno Fiber obtained from each supplier shall be maintained and provided for the data review period. Data should be provided on a dry weight basis.

Origin of materials:

- Juno Fiber – originates from a Juno recycling facility
- Responsibly sourced fiber – originates from a supplier that has a due diligence system that ensures responsible sources. The origin of that material is the supplier.
- Recycled Material – Material sourced from a reclaimed or recycled source.
- Unknown sources – material that is neither designated as responsibly sourced, recycled or Juno Fiber.

### 4.3 Material Supply Records

The manufacturer shall maintain records from the suppliers of each input material, including the supplier(s) of Juno Fiber. Examples of records might include invoices, bills of lading, delivery receipts, supplier statements, supplier agreements, validation of supplier sources, or records of internal transfers.

The manufacturer shall maintain inventory records of the amount of Juno Fiber, separate from other types of recycled materials, used in the product for the data review period. Only the amount of Juno Fiber can be counted as inputs toward the Juno Fiber claims.

### 4.4 Manufacturing Process Description

The manufacturer shall provide a diagram and/or a description of the manufacturing process showing how Juno Fiber is accounted and how a chain of custody is maintained. It shall also describe all inputs of materials, all internal material flows, and all material outputs.

#### 4.5 Production Totals

For each product group, the manufacturer shall be able to provide production for the data review period.

### **5 Control of Claims**

#### 5.1. Product Groups

Product groups shall be defined based on similar inputs and finished products. Juno Fiber credits are not to be double counted if used in multiple product groups at a single site or shared across multiple sites.

#### 5.2 Conversion Factors

Conversion factors must be used to account for the loss of fiber within the manufacturing process.

#### 5.3 Mass Balance

A mass balance calculation using the material inputs and outputs will be used to demonstrate that there is sufficient Juno Fiber to produce the amount of product reported as Juno certified. Mass balances must be demonstrated by volume summaries of certified inputs and outputs over a defined accounting period.

#### 5.4 Accounting

A mass balance account may include a single or multiple sites that share Juno credits. If a mass balance includes multiple sites that share Juno credits, the product group(s) sharing the Juno credits must be consistent across the multiple sites.

The accounting period may be defined monthly or quarterly.

#### 5.5 Lifespan of credits

Credits must be used within 24 months of purchase. Juno Fiber not used within 24 months must be expired from eligibility of claims.

#### 5.6 Juno claims

A Juno Fiber claim can be made in conjunction with other claims, as permitted by the standards governing those other claims. See section 7 for valid Juno Fiber claims.

### **6 Certification requirements –**

#### 6.1 Certification schedule

An initial audit (remote, onsite or hybrid) is required prior to certification to make Juno claims. Thereafter, an annual audit is required to evaluate the conformance to this standard and if an onsite, remote, or hybrid audit is required will be evaluated by risk.

## 6.2 Audit requirements

The manufacturer shall submit all necessary records, documents, and data for review. The auditor will review the submitted evidence and assess the manufacturer's conformance with to the requirements of this standard. If deemed necessary, an onsite audit may be conducted.

## 6.3. Audit Findings

After the completion of the desk or onsite audit the auditor may have formal audit findings regarding the degree of the manufacturer's compliance with the requirements of the Standard. The three types of findings include:

- Non-conformity
- New Information Request
- Opportunity for improvement
- Conformity

### 6.1 Non-conformity

A Non-conformity (NC), defined as non-fulfillment of a specified requirement, shall be adequately resolved through root-cause analysis and corrective/preventative action at a minimum of 6 months. Significant or systemic issues shall be responded to no later than 30 days and implemented no more than 3 months, unless otherwise approved by the verification body. Otherwise, Juno claims need to cease.

### 6.2 Opportunity for Improvement

An Opportunity for Improvement (OFI) may be recommended when the minimum requirements of the standard are met. Certification is not impacted by an OFI, nor is a root-cause analysis or corrective action necessary.

### 6.3 New Information Request

A request for further information to verify a change or updated procedure that was observed in the audit. Documentation or Records requested to further validate the requirement that was not present at the audit or will need to be created as a result.

### 6.4 Certification

Once conformance to this standard is confirmed, a certification number and a statement of certification will be issued. An annual audit must be conducted, in which conformance to the standard is verified, to maintain certification and continue making Juno claims. A period of no more than 15 months may pass between audits.

## 7 Label Use and Claims

### 7.1 Claim statements

If a manufacturing site has been audited and found to meet the requirements of this standard, it may use one of the claims statements below to promote that Juno fiber is used on-site in their manufacturing processes. Claim statements may be used to identify products with Juno credits or in promotional materials (e.g., websites, sales catalogs, brochures, etc.)

When a statement is used on promotional materials, it does not indicate that Juno credits were used on a particular product.

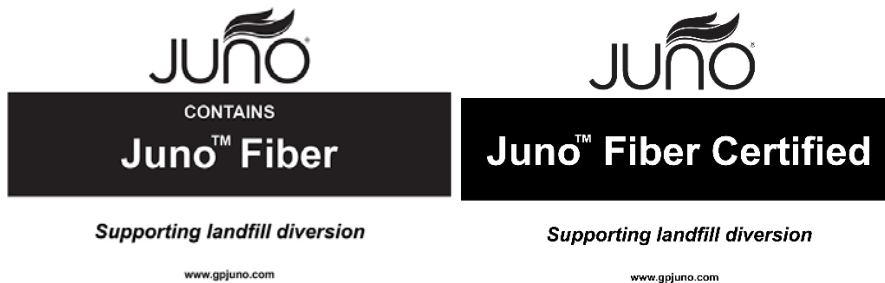
When a claim statement is added to sales, shipping documents, and/or product labels, this is an indication that Juno Fiber credits are allocated to that product at the time of sale.

The claims below are valid Juno Fiber claims.

- To verify product uses Juno Fiber through a mass-balance allocation:
  - Juno Fiber Credit
  - Verified Juno Fiber using Mass-balance
  - Produce uses xx% Juno Fiber using Mass-balance
  - Verified Juno Fiber. Manufacturer allocates material used in its production process using a mass balance approach
- To verify facility produces Juno Fiber:
  - Verified Juno Fiber Producer
- To verify the manufacturer is using and processing Juno Fiber in production:
  - Verified Juno Fiber Processor
- To verify Trader or Distributor is qualified and transacts verified Juno Fiber:
  - Verified Juno Trader / Distributor

## 7.2 Label use

The Juno label may be used on products that use Juno Fiber



## 7 Complaints

### 7.1 Complaints

Complaints associated with Juno credits and claims will be acknowledged, tracked, and addressed in a timely manner. Complaints will be available during audits.

Verified company shall have a public mechanism to collect and record complaints. If complaints are not settled and need further review, this shall be escalated to corporate. If a disagreement on a verification decision occurs, defer to the verification bodies quality control system to handle disagreements.