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# ZDHC Wastewater Guidelines Industry Standard Implementation Approach

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Ø ZDHC

Version 1.0

November 2022



# 1.0 Introduction

With the update of the ZDHC Wastewater Guidelines V2.1, all relevant stakeholders will be required to collaborate for the successful implementation across their supply chain. As ZDHC we have identified three key stakeholders groups that are essential to the implementation, that being:

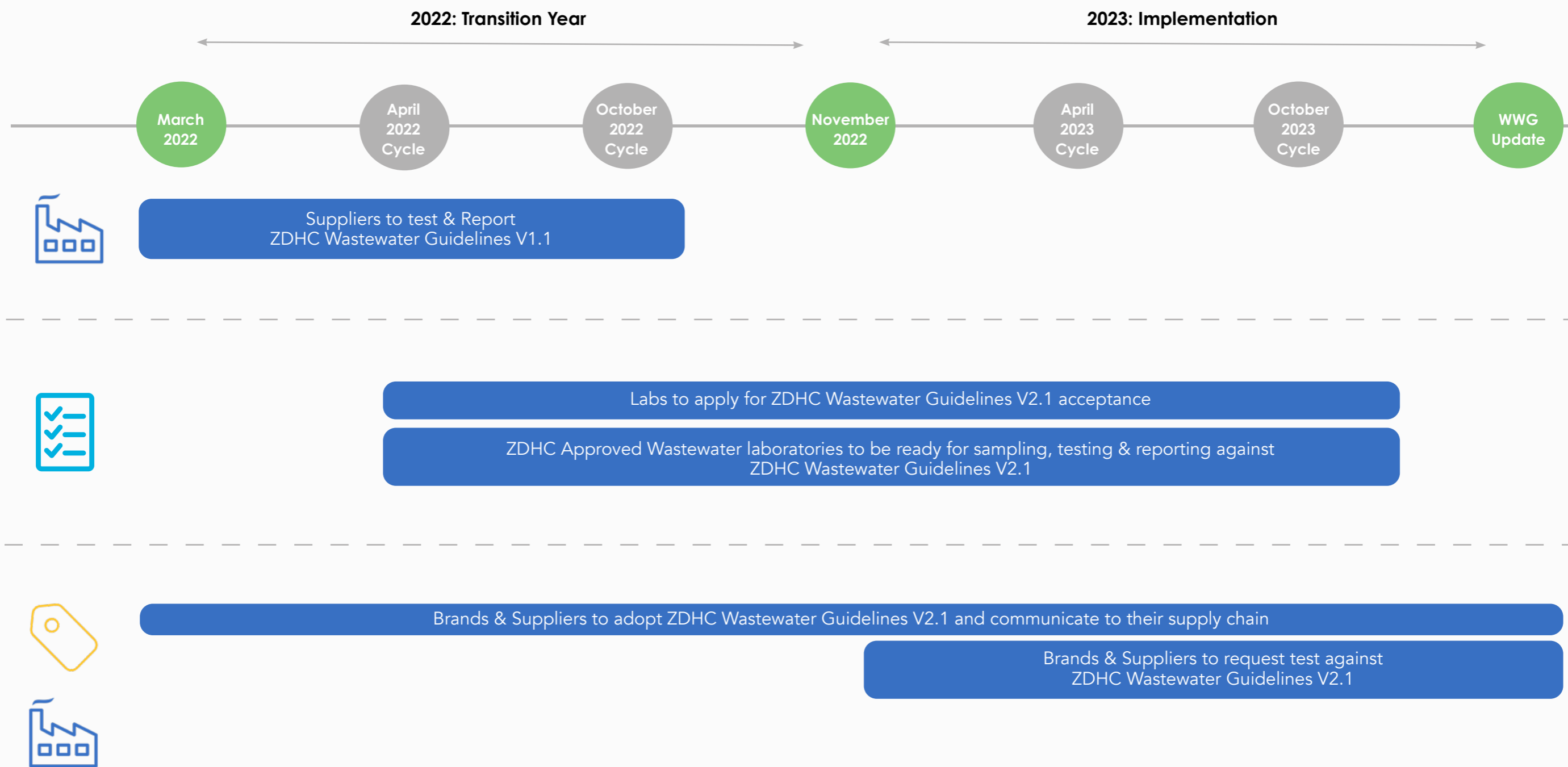
1. ZDHC Approved Wastewater Laboratories (Labs) and Samplers
2. Brands
3. Suppliers

Each stakeholder holds a key role in ensuring the implementation of the ZDHC Wastewater Guidelines V2.1 is a success. By each stakeholder respecting the actions of the other, there should be a minimum impact on the overall workflow.

Below is a high-level overview of the actions required, with further insight into detail pertaining to each stakeholder. A transition period of 8 months applies, starting 01 March 2022 to 31st October 2022. From 01 November 2022 onwards the implementation period starts, and Suppliers should test only as per ZDHC Wastewater Guidelines V2.1.

For note taking:

# ZDHC WWG V2.1 Industry Implementation Approach



## 2.0 Transition period

The transition period started from 01 March 2022 and lasted until 31 October 2022. In this transition period, the ZDHC Wastewater Guidelines V1.1 were used for the entire applicable stakeholder's supply chain.

During the transition period, all stakeholders were expected to update their respective policy statements (e.g. chemical management policy) and communicate this to their internal and external stakeholders by referencing to the ZDHC Wastewater Guidelines V2.1 to set clear expectations.

Brands should communicate the adoption of ZDHC Wastewater Guidelines V2.1 to their supply chain to ensure changes to requirements, practices and expectations related to wastewater testing for ZDHC ClearStream Report. If Brands/requirements refer to, e.g. "the latest version of the ZDHC Wastewater Guidelines", Suppliers should be informed about the updates nonetheless.

While an organisation has the right to test for additional parameters, to be rated as adopting the ZDHC Wastewater Guidelines V2.1 all communication must refer to the ZDHC Wastewater Guidelines V2.1 as the primary document and any additional substances included as an organisation-specific appendix. Those additional parameters cannot be reported in the ZDHC Gateway.

During this transition period,

- All stakeholders update their related policies and communicate the update to their relevant stakeholders.
- Brands and Suppliers: Communicate to their supply chain about ZDHC Wastewater Guidelines V2.1 and start adopting the ZDHC ClearStream Report V2.0.
- Suppliers: Test against ZDHC Wastewater Guidelines V1.1 for April & October 2022 cycles.

- Wastewater Laboratories: To submit their application for the ZDHC Wastewater Guidelines V2.1 solution provider approval process.
- Samplers: Sampler training will be available from Q3 2022 onwards and samplers to enrol and complete the training for ZDHC Wastewater Guidelines V2.1.

## 3.0 Implementation Period

The implementation period starts from 01 November 2022 to the next update of ZDHC Wastewater Guidelines. During implementation, steps must be taken to put adoption decisions to action. These steps could be, but are not limited to training, testing, tracking of results through Clearstream report, etc.

During this implementation period:

- Samplers: Upon completion of successful training, sample against ZDHC Wastewater Guidelines V2.1
- ZDHC Approved Wastewater Laboratories: Test and report against ZDHC Wastewater Guidelines V2.1
- Suppliers: Test against ZDHC Wastewater Guidelines V2.1
- Brands: Accept ZDHC ClearStream Report V2.0

# 4.0 ZDHC Approved Wastewater Laboratories

Most actions taken by labs are internal, to ensure they can test against the updated ZDHC Wastewater Guidelines V2.1. The labs should have updated their internal systems before the start of the implementation period and this will enable Suppliers to begin the immediate testing of wastewater against ZDHC Wastewater Guidelines V2.1.

For successful ZDHC Wastewater Guidelines V2.1 implementation, labs need to be (re-)approved on the ZDHC Solution Provider Platform and have certified samplers and understand the ZDHC Electronic Data Reporting System Guideline V3.0. The start of (re-)approval and sampler training will be communicated by ZDHC.

Labs should ensure customer communication and support teams are aware of the changes made due to adopting and implementing the ZDHC Wastewater Guidelines V 2.1.

Key actions to be taken by a Wastewater Laboratory:

- Update company policy and strategy and respective communication to internal and external stakeholders, especially Brand/Retailer and Supplier customers
- Update the internal systems for sampling, testing and reporting
- Get (re-)approved on the ZDHC Solution Provider Platform as a ZDHC Approved Wastewater Laboratory in order to be entitled to provide official ZDHC ClearStream reports via the ZDHC Gateway
- Install the electronic data reporting (ZDHC EDR V3.0) and start reporting to the ZDHC Gateway

## 4.1 Wastewater Sampler Training

The ZDHC Wastewater & Sludge Sample Collection training is undergoing an update to reflect any changes in the ZDHC Wastewater Guidelines V2.1 that will affect the sampling procedures. All currently certified samplers are required to do an update training when the new training material is available. ZDHC Academy will follow the underneath procedure to recertify and certify samplers as of the new training launch:

- ZDHC Academy will announce the launch of the new ZDHC Wastewater & Sludge Sample Collection training publicly.
- All currently certified samplers will receive an invitation to enrol to the updated training, do the exam and download their certificate. Note: the updated training will be offered for free for the already certified samplers.
- The old ZDHC Wastewater & Sludge Sample Collection training will no longer be available on our the ZDHC Solution Provider Platform.
- All new samplers that would like to become certified will attend the updated ZDHC Wastewater & Sludge Sample Collection training only.
- All samplers that wish to become certified need to be employed by one of the ZDHC Approved Wastewater Laboratories. The Laboratory will nominate the sampler via the Solution Provider Platform.
- The price for the ZDHC Wastewater & Sludge Sample Collection training and related certificate remain the same and are communicated on the ZDHC Solution Provider Platform.

All certified samplers are requested to conclude the new ZDHC Wastewater & Sludge Sample Collection and do the update training before the start of the implementation period.

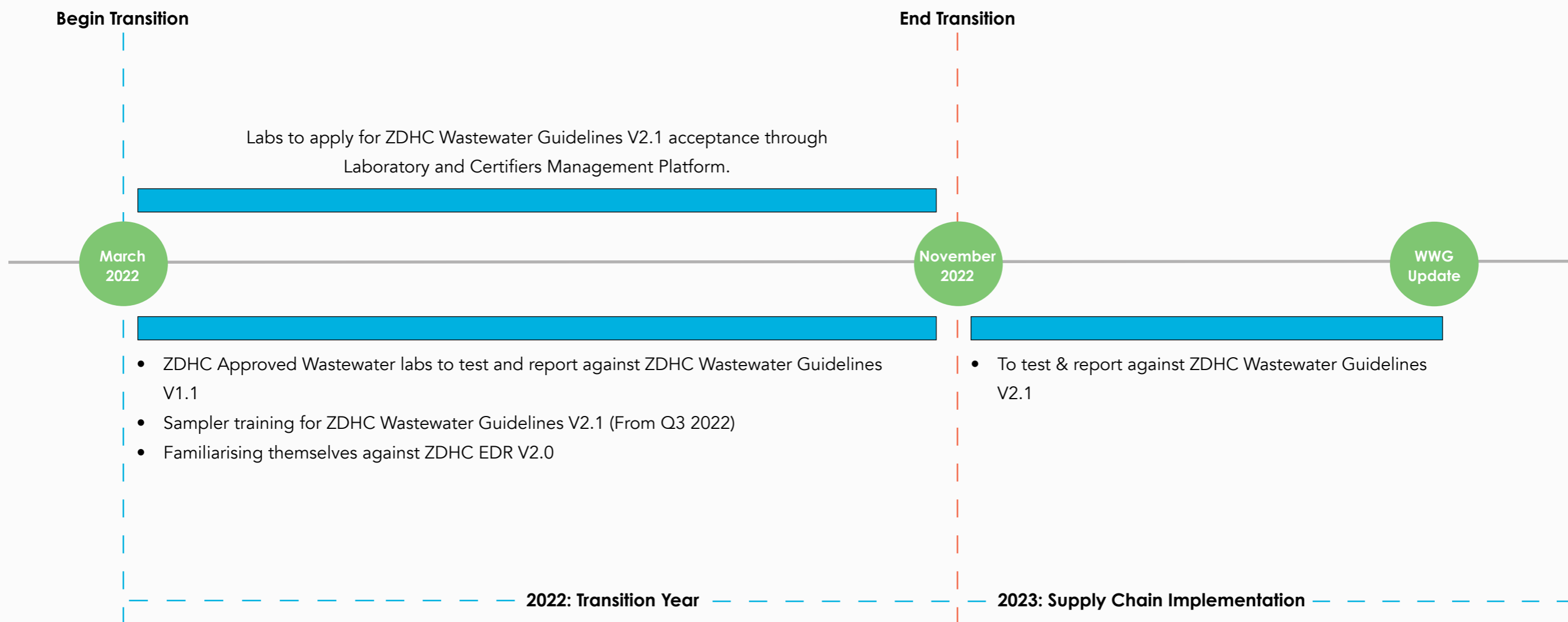


# 4.0 ZDHC Approved Wastewater Laboratories (continued)

Transition timeline activities for ZDHC Approved Wastewater Laboratories are:

## Transition for ZDHC Approved Wastewater Laboratory

ZDHC Wastewater Guidelines V2.1



## 5.0 Suppliers

During the transition period, for the April and October 2022 wastewater testing cycles, Suppliers commissioned testing against ZDHC Wastewater Guidelines V1.1.

The implementation period starts on 01 November 2022 onwards. During this period Suppliers must test against ZDHC Wastewater Guidelines V2.1 as per the two testing cycles to be completed by 30th April and 31st October in a calendar year and ensure the ZDHC Approved Wastewater Laboratories upload the test data to the ZDHC Gateway to generate the ZDHC ClearStream V2.0 report. Suppliers are responsible to accept and publish the ZDHC ClearStream report V2.0 once it is available in the ZDHC Gateway. It is important that the supplier keeps at least a minimum of 3 months gap between wastewater testing dates.

In case of not meeting the ZDHC Wastewater Guidelines either in ZDHC MRSL parameters or Conventional Parameters, Suppliers need to upload their root cause analysis and [corrective action plan](#) in the ZDHC Gateway when there is any non-conformance against ZDHC Wastewater Guidelines V2.1.

Key actions suppliers should take:

- Ensure the [ZDHC Gateway Supplier Profile](#) is filled in on wastewater-related information
- Conduct a conformance check of your chemical inventory against the ZDHC MRSL V2.0 to ensure the risk of non-conformities in wastewater testing is reduced.
- Ensure that brands are aware of the transition period to ZDHC Wastewater Guidelines V2.1. Clarify requirements and expectations with them.
- Ensure that for wastewater tests are conducted as per ZDHC Wastewater Guidelines V2.1 after 01 November 2022.

For note taking:



# 5.0 Suppliers (continued)

Transition timeline activities for Suppliers are:

## Transition for Suppliers

ZDHC Wastewater Guidelines V2.1





## 6.0 Brands

Brands have a key role in the roll-out and implementation of the ZDHC Wastewater Guidelines V2.1 by:

- Setting the policy, strategy and implementation plan for the roll-out and implementation of the ZDHC Wastewater Guidelines V2.1.
- Communicating their policy and respective expectations and requirements for Suppliers regarding the implementation of the ZDHC Wastewater Guidelines.
- Defining SOP for monitoring of and follow-up on ZDHC ClearStream wastewater testing and Suppliers corrective actions on the implementation of the ZDHC Wastewater Guidelines.

Key actions Brands should take:

- Update company policy and strategy and respective communication to internal and external stakeholders.
- Set or update Supplier requirements and expectations and communicate these to their supply chain partners.
- Take measures of capacity building for relevant internal staff and decision-makers.
- Consider capacity building for supply chain partners, e.g. via the ZDHC Academy
- Define SOP for monitoring and data management according to the ZDHC ClearStream V2.0 report.
- Define follow-up actions for the internal team and suppliers for cases of not meeting the ZDHC Wastewater Guidelines V2.1.
- Define follow-up actions for the internal team and Suppliers for cases of non-conformities the ZDHC Wastewater Guidelines V2.1.

For note taking:



# 6.0 Brands (continued)

Transition timeline activities for Brands are:

## Transition for Brands

ZDHC Wastewater Guidelines V2.1

