



# Assessor Qualification Process

Updated 7 October 2019

## Overview

ChemForward is a non-profit value chain collaboration to advance better chemistry in everyday products by expanding access to chemical hazard assessment (CHA) data. ChemForward is working with multiple industry sectors to make the case for high-quality, actionable CHA data to advance safer chemistry. We are convening sector-specific demand groups to share cost and access for CHAs for inherently safer alternatives to existing chemicals, materials and processes.

Our vision is a prosperous, toxic-free future for people, planet and commerce.

Our mission is to be a trusted source for chemical hazard information, empowering suppliers, manufacturers and brands to create products that are safe for humans and the environment.

We will realize our vision by collaborating with the value chain to provide affordable access to verified alternatives to high-priority chemistries of concern.

ChemForward (CF) seeks to qualify up to four ChemForward Assessors (CF Assessors) to perform high quality chemical hazard assessments for the program. Additional CF Assessors may be qualified and added in the future, pending demand.

There are four aspects to the CF Assessor Qualification Process:

1. Eligibility
2. Application Process
3. Contractual Agreement
4. Renewal Process

## **I. Eligibility**

Only *organizations* may become eligible to become a CF Assessor. An *individual* is not eligible to become a CF Assessor. A Candidate must provide evidence of their expertise and capacity. A CF Assessor will have the skills, experience, and resources to perform accurate and detailed chemical hazard assessments for the CF Program in a timely manner. A CF Assessor will assess and interpret diverse chemical, toxicological and other health and environmental information common to chemical hazard assessment programs including the Globally Harmonized System of Classification and Labeling (GHS), GreenScreen for Safer Chemicals, the Cradle to Cradle Certified Material Health Assessment Methodology and the US Environmental Protection Agency Design for the Environment Alternatives Assessment Criteria for Hazard Evaluation. To be eligible to be a CF Assessor, an organization must demonstrate the following by filling out an online application:

- **Appropriate Staffing.** A CF Assessor shall have the following:
  - At least two personnel trained in performing CHAs on staff at all times. Individuals performing CHAs with relevant professional degrees and certifications including expertise in toxicology along with supplemental expertise in chemistry, biology and other relevant scientific fields.
  - Commitment to ongoing professional development and training of staff
- **Access and management of hazard information.** A CF Assessor shall establish the ability to access and manage chemical, health and environmental hazard information, including fluency with chemicals at the structural level and toxicology. This is demonstrated by maintaining appropriate staffing, by chemical and information technology expertise; by providing evidence of protocols and equipment for data searching, storage and retrieval and by relevant experience and work products.
- **Assessment and interpretation abilities.** A CF Assessor will have a track record in chemical hazard assessment and the use and interpretation of scientific information including scientific literature related to human and environmental

toxicology, national and international regulatory toxicology test methods, structure activity relationship and other hazard screening models, analog identification, read-across, and hazard list screening. In addition, the CF Assessor will have demonstrated understanding of significant chemical regulations, particularly those in Europe and the United States.

- **Use of estimation models and software.** A CF Assessor will demonstrate existing skill at using US Environmental Protection Agency (USEPA) and other physical-chemical and environmental estimation models and software and read-across methodology. This may be indicated by evidence of completed training to US EPA's Sustainable Futures Program or on the OECD Toolbox and relevant experience and work products.
- **Secure handling of proprietary business information.** A CF Assessor will have the appropriate systems and procedures in place to ensure the protection of all proprietary business information obtained through this program.
- **Elements of credibility and good standing.** The CF Assessor will demonstrate professionalism including trustworthiness and reliability.
  - A CF Assessor shall demonstrate a commitment to scientific integrity and objectivity when assessing chemicals against hazard criteria.
  - The CF Assessor shall be expected to maintain ChemForward expertise and to participate in periodic calls with CF staff and other CF Assessors.
- **Eligibility Pre-Qualification.** An **initial** pool of potential CF Assessors has been identified. Accredited Material Health Assessment Bodies for the Cradle to Cradle Certified (C2C) Products Program, Licensed Profilers for Greenscreen for Safer Chemicals (GS), and approved Assessors for the US EPA Safer Choice (SC) Program are considered pre-qualified with respect to eligibility to apply to become CF Assessors. In the future, additional organizations that meet the eligibility requirements will be allowed to apply pending CF capacity.

## **II. Application Process**

The CF Assessor Application Process is designed to ensure that eligible organizations can 1) perform high quality chemical hazard assessments in a timely manner and 2) understand how to use the CF Platform including information input requirements. Candidates may be asked to provide ChemForward staff with two example CHAs for review by a CF Verifier. The CHAs must be submitted through the cloud-based CF input application.

## **III. Contractual Agreement**

Once the CF Assessor candidate has demonstrated eligibility and has successfully met the requirements of the application process, they will be invited to become a CF Assessor and to enter into a license agreement prior to engagement.

## **IV. Renewal Process**

A CF Assessor will demonstrate an ongoing track record of high performance and engagement in the CF Program. Renewal of the contractual agreement will occur annually. The Assessor will be invited to submit an online ChemForward Assessor Renewal Form to provide updates on current staffing and other organizational requirements. Renewal will be based upon:

- Professional performance. Evidence of CHAs that consistently require extensive revisions may be justification for a decision not to renew the contractual agreement.
- Submission of the Annual Renewal Form The CF Assessor agrees to verify ongoing compliance with eligibility requirements via the Annual Renewal Form.
- Collaboration. The CF Assessor agrees to participate in periodic calls with CF appointed staff and other CF Assessors and Verifiers to stay apprised of program and technical developments and to troubleshoot issues to ensure continual improvement. These calls will occur no more frequently than monthly.