

Global Organic Textile Standard International Working Group

## Licensing and Labelling Guide

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Contact:

[www.global-standard.org](http://www.global-standard.org)

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## 1. Objective of the Licensing and Labelling Guide

This guide specifies the licensing conditions for companies participating in the GOTS programme and defines the corresponding Licence Fees. It further sets the requirements for the use of the registered trademark 'Global Organic Textile Standard' (GOTS logo) and for referencing GOTS (certification) in order to ensure correct and consistent application on products as well as in advertisements, catalogues or other publications. Since the Global Organic Textile Standard (GOTS) refers in chapter 1.4 'Label Grading and Labelling' and in chapter 1.5 'Reference Documents' to this guide, it is to be seen as an integral part of the standard and the criteria given herein are binding in order to achieve compliance with the GOTS.

## 2. Definitions

For the purpose of this guide the following abbreviations and terms are defined as:

<i>IWG</i>	Global Organic Textile Standard International Working Group. The <i>IWG</i> has founded a legal entity (Global Standard gemeinnützige GmbH) which conducts all activities with regard to the licensing system and is proprietor of the registered trademark 'Global Organic Textile Standard' (GOTS logo).
<i>Approved Certifier</i>	Certification body which is approved by the <i>IWG</i> to perform inspections and certifications according to GOTS in the relevant scope. An updated list of <i>Approved Certifiers</i> and their scopes is available at: <a href="http://www.global-standard.org/certification/approved-certification-bodies.html">http://www.global-standard.org/certification/approved-certification-bodies.html</a>
<i>Certified Entity</i>	Processor, manufacturer, trader or retailer of <i>GOTS Goods</i> certified by an <i>Approved Certifier</i> .
<i>GOTS Goods</i>	Textile goods (finished or intermediate) produced in compliance with GOTS by a <i>Certified Entity</i> and certified by an <i>Approved Certifier</i> .
<i>GOTS Additives</i>	Accessories or chemical inputs (textile auxiliaries) approved (in a specific field of application) as additives for the production of <i>GOTS Goods</i> by an <i>Approved Certifier</i> .

## 3. Licence conditions

### 3.1. GOTS Goods

With the completion of GOTS certification by an *Approved Certifier* the *Certified Entity* acquires a sub-licence which entitles it to participate in the GOTS programme, including use of the standard and – upon express approval by the *Approved Certifier* – the GOTS logo on its respective *GOTS Goods* in accordance with the provisions of this Licensing and Labelling Guide and as long as the certification remains valid. It must keep full records for each client that receives *GOTS Goods* including lists of all products, their specifications and quantities and must make this information available for inspection by the *Approved Certifier*. The *Approved Certifier* must review and approve the intended use of the GOTS logo and labelling by the *Certified Entity* in advance.

### 3.2. Licence Fee

Each *Certified Entity* must pay an annual Licence Fee based on the number of facilities inspected.

The Licence Fee is set at 120 Euro for each facility that is inspected for a *Certified Entity*.

*Certified Entities* that are ordinary members of one of the member organisations of the IWG pay half of the amounts.

The Licence Fee must be collected by the *Approved Certifier* and transferred to the IWG until 31st January of each calendar year starting in the year which follows the initial inspection of the *Certified Entity*.

A *Certified Entity* which resigns and reapplies certification in the following year again, is required to pay the applicable Licence Fee for both years.

### 3.3. Annual Fee

The *Approved Certifiers* must pay an Annual Fee of 30 Euro per calendar year (including incomplete calendar years) per facility inspected and/or certified to the IWG.

### 3.4. Registration Fee

Producers and suppliers of chemical inputs who have applied to an *Approved Certifier* for approval of their inputs must pay a Registration Fee for each trade name of chemical inputs which gets listed on an approved inputs list (= Letter of Approval). The Registration Fee is payable for initial registration to each general new version of GOTS (general revisions of the standard are scheduled every 3 years).

The Registration Fee is set at 15 Euro for each trade name of chemical inputs listed. From 2016 onwards the Registration Fee is set at 25 Euro.

The Registration Fee must be collected by the *Approved Certifier* the latest with issuance of the related Letter of Approval and transferred to the IWG.

## 4. Identification of GOTS Goods

### 4.1. Product marking / On-product application with GOTS logo

Where used, the GOTS logo must be applied on *GOTS Goods* in such a way that it is visible to the buyer / consignee in the textile supply chain and to the end consumer at the time of purchase (e.g. use on (final) packaging and/or hangtag and/or a (care) label).

A buyer of *GOTS Goods* who is obliged to participate in the certification scheme according to the criteria as provided for in chapter 4.1. of GOTS is not permitted to present or (re)sell these (further processed) products with the GOTS logo if he is not GOTS certified himself.

The GOTS logo always must be accompanied by the applicable label grade "organic" (or "organic - *in conversion*") respective "made with (x %) organic materials" (or "made with (x %) organic - *in conversion* materials"), by a reference to the *Approved Certifier* who has certified the marked goods (e.g. certifier's name, short form and/or logo) and the licence number of the *Certified Entity* (as provided by the *Approved Certifier*). If the last *Certified Entity* in the supply chain is a trader or retailer the licence number used in labelling may be the licence number of the last manufacturer or of the certified trader or retailer.

Where the GOTS logo is used, *GOTS Goods* that comply with the material composition requirements as defined in chapter 2.2.1 of GOTS must be marked exclusively as follows:



**'organic'**

**Certified by [certifier's ref.]  
[license number]**

respective



**'organic – in conversion'**

**Certified by [certifier's ref.]  
[license number]**

or the equivalent terms in the language of the country in which the goods are sold. Alternatively the respective *Certified Entity* may use the following rules.

Where the GOTS logo is used, *GOTS Goods* that comply with the material composition requirements as defined in chapter 2.2.2 of GOTS must be marked as follows:



**'made with [X]<sup>1)</sup>%  
organic materials'**

**Certified by [certifier's ref.]  
[license number]**

respective



**'made with [X]<sup>1)</sup>%  
organic – in conversion materials'**

**Certified by [certifier's ref.]  
[license number]**

or the equivalent terms in the language of the country in which the goods are sold.

1) Indicating the exact composition percentage of organic fibre material (X>70%) remains optional. If it is not used the label grade must be presented as 'made with organic' resp. 'made with organic – in conversion materials'

These conditions also apply for identification of any *GOTS Goods* presented (for sale) in catalogues, on web pages or other publications (e.g. by mail order companies).

In every case the user must ensure that no confusion arises between certified and non-certified products in any marking, publications and advertising.

#### **4.2. Product marking / On-product application without GOTS logo**

*GOTS Goods* may be marked with the term “Global Organic Textile Standard” or the short form “GOTS” instead of the GOTS logo. If this option is chosen, all other labelling requirements remain the same as stipulated in chapter 4.1 above, which means labelling must be completed by the applicable label grade, by a reference to the *Approved Certifier* and the licence number of the *Certified Entity*.

#### **4.3. Final products without GOTS labelling**

If final products produced in compliance with GOTS are not marked with GOTS labelling as described in chapter 4.1 and 4.2 above in the retail trade, these products are no longer considered *GOTS Goods*. Accordingly they must not be presented, advertised or sold with any GOTS certification references in the retail trade.

#### **4.4. Referencing of products which are not (completely) produced in compliance with GOTS**

The GOTS labelling conditions do not permit to use the GOTS logo or any reference to GOTS (certification) on final textile products, if the GOTS certification is valid for intermediate stages (such as yarn or fabric stage) or for specific components of the product only. Accordingly the GOTS labelling conditions do also not permit to use the GOTS logo or any reference to GOTS (certification) on intermediates (e.g. fabrics), if the GOTS certification is valid for previous stages (e.g. ginned cotton or yarn) only.

GOTS labelling or referencing is also not permitted if not the entire processing and B2B trade chain is certified to GOTS. Precondition for GOTS product labelling and any referencing is that the entire supply chain of *GOTS Goods* up to the B2B trade level and the final product is certified.

### **5. Summary requirements for companies who sell or advertise *GOTS Goods* with GOTS labelling**

#### **5.1. *GOTS Goods* sold within the supply chain**

Before selling GOTS certified and labelled (semi-)finished products within the textile supply chain, the seller must ensure that:

- The seller holds a valid Certificate of Compliance (Scope Certificate) from an *Approved Certifier*. This requirement is valid for all processors and manufactures as well as for traders with a B2B trade activity (e.g. as importer, exporter or wholesaler) selling *GOTS Goods*. Only traders having an annual turnover of less than 5000 Euro with *GOTS Goods* per year who do not (re)pack or (re)label them are exempt from the certification obligation. However they must register with an *Approved Certifier* and must inform the same immediately after their annual turnover exceeds 5000 Euro.
- The intended GOTS labelling / reference to GOTS certification has been released by the *Approved Certifier*.

#### **5.2. *GOTS Goods* sold to the end consumer**

Before selling GOTS certified and labelled final products to the end consumer, the retailer must ensure that:

- The last operation in the textile supply chain that is obliged to participate in the certification chain holds a valid Certificate of Compliance (Scope Certificate) issued by an *Approved Certifier*.
  - a) If the retailer does also have a B2B trade activity with *GOTS Goods* > 5000 Euro / year (e.g. sale to other retailers) and/or (re)packs or (re)labels the *GOTS Goods*, the retailer must be certified. In this case the conditions for the certification of traders as detailed in chapter 5.1 above apply.
  - b) If the retailer does not have a B2B trade activity (with *GOTS Goods* > 5000 Euro / year) and does not (re)pack or (re)label the *GOTS Goods*, the retailer is exempt from the certification obligation. In this case the retailer must assure that the seller, from which the retailer purchases the ready packed and labelled *GOTS Goods*, is GOTS certified (= holds a valid Scope Certificate). If the retailer directly purchases from the manufacturer, he must ensure that this manufacturer is GOTS certified, if he however purchases from a B2B trader, this B2B trader must be certified as well.
- The GOTS on-product labelling is correct and complete as described in chapter 4.1 respective 4.2 and has been released by the *Approved Certifier* of the *Certified Entity* which is applying the GOTS labelling to the product. To assure this, the retailer may



ask the supplier to provide a written label release confirmation issued by the supplier's *Approved Certifier*. This is especially recommended if the retailer provides the content and artwork of the labels, hang tags or packaging on which the GOTS labelling is to be applied.

Further notes:

- By entering the licence number into the 'free text field' of the GOTS public data base ([www.global-standard.org](http://www.global-standard.org)) the corresponding data set of the certified entity (as entered by the applicable *Approved Certifier*) can be looked up. If the retailer does not want to disclose the licence number of the certified supplier on his products, he may apply for an own certification. With granted certification the retailer will receive an own licence number which can then be used for GOTS labelling of his products.
- As an additional quality assurance measure to ensure that the whole volume of shipments purchased from a certified supplier are indeed GOTS certified, the retailer may request from his supplier to provide transaction certificates (TCs), issued by the GOTS certifier of the supplier and listing the concrete products and shipment details including the buyers name and address and confirming the GOTS certification status. Retailers may decide to make the issuance of TCs for the whole quantity of purchased *GOTS Goods* a (contractual) condition to each supplier they want to work with in this field.

## 6. Identification of GOTS Additives

*GOTS Additives* which have been approved (in a specific field of application) as additives for the production of *GOTS Goods* may be presented (for sale) as "GOTS approved additive" or more specific, e.g. as GOTS approved input (dyestuff, washing agent etc.) or "GOTS approved accessory" (sewing thread, button etc.). This statement must be accompanied by a reference to the *Approved Certifier* who has provided the approval (e.g. certifier's name and/or logo).

On-product GOTS logo application is not allowed to present or market GOTS Additives.

It is also not allowed to present, label or market GOTS Additives as being "GOTS certified", since GOTS certification can only be granted to textiles processors, manufacturers, traders and retailers working in compliance with GOTS (*Certified Entities*) and their GOTS compliant textile products (*GOTS Goods*).

## 7. Use of the GOTS logo on compliance documents

*Approved Certifiers* shall use the GOTS logo on Certificates of Compliance (Scope Certificates) and Transactions Certificates (TCs) in accordance with the corresponding policies and templates. *Approved Certifiers* shall not use the GOTS logo on compliance documents issued for GOTS Additives (e.g. Letters of Approval for Colourants and Textile Auxiliaries).

## 8. Use of the GOTS logo for informative and/or advertising purposes / Off-product application

In addition to its application as identification mark for *GOTS Goods*, the GOTS logo represents the 'Global Organic Textile Standard' as such. It may accordingly be used only in the appropriate and unambiguous context, such as for informative and advertising purposes by:

- Members of the *IWG*
- *Approved Certifiers* referring to their approved status and offering their related quality assurance services.

- *Certified Entities* and retailers with reference to their certified operational status and/or their *GOTS Goods* that are marked with the GOTS logo. In particular, traders and retailers may only use the GOTS logo or other reference to GOTS (certification) in this context if the referred products sold carry complete and correct GOTS on-product labelling as described in chapter 4.1 respective 4.2.
- Stakeholders, NGOs, media and other parties that distribute independent (consumer) information.

## 9. Misuse of the GOTS logo

The *IWG* and/or the *Approved Certifiers* will pursue all legal remedies for any unauthorised or misleading use of the GOTS logo on product declarations, in advertisements, catalogues or other contexts, including actions such as corrective and/or legal action and/or publication of the transgression so as to safeguard credibility of the GOTS identification.

In case of unauthorized or misleading use of the GOTS logo as mentioned above or other violations of their obligations according to this Licencing and Labelling Guide by *Certified Entities*, these will be subject to payment of a penalty in the amount between 300 Euro and 5000 Euro to be set at GOTS's equitable discretion.



## 10. Design specifications

Size and place of the marking is to be chosen in such a way that the logo is always noticeable and the writing 'Global Organic Textile Standard; GOTS' - as well as the label grade, the reference to the *Approved Certifier* and the licence number in case of product marking - readable. To avoid legibility problems, the logo (including the lettering 'Global Organic Textile Standard; GOTS') should not be reproduced with a diameter less than 10mm (approx. 0,39 inches). Proportions of the label shall not be changed when increasing or reducing the label size.

The colour used for displaying the label grade of *GOTS Goods*, the reference to the *Approved Certifier* and the licence number connected to the logo in product marking is not prescribed. However all this information is to be printed in the same colour and preferably written with the "Frutiger Next bold" font face.

### 10.1. Print media

For prints of the logo the following print colour options can be used:

#### 10.1.1. Colour version

Writing 'Global Organic Textile Standard; GOTS'	100 % black "Frutiger Next bold" font face
Background to writing 'Global Organic Textile Standard; GOTS'	100 % white or transparent (= in the background colour of the media), provide it is still well readable
Garment	100 % white
Design mark	Euroscale 4-colour system: 80 % cyan; 0% magenta; 100 % yellow; 2 % black
or	Pantone colour system: Pantone 362 C (coated)
or	HKS colour system: HKS 60 N (uncoated)



### 10.1.2. Monochrome version

On monochrome printed matters the logo may be printed in black and white:

Writing 'Global Organic Textile Standard; GOTS'	100 % black "Frutiger Next bold" font face
Background to writing 'Global Organic Textile Standard; GOTS'	100 % white
Garment	100 % white
Design mark	100 % black



### 10.2. Non-print media

For non-print media the following colour options can be used:

#### 10.2.1. Screen based media

Writing 'Global Organic Textile Standard; GOTS'	0 red, 0 green, 0 blue HTML hexadecimal code: 000000 "Frutiger Next bold" font face
Background to writing 'Global Organic Textile Standard; GOTS'	255 red, 255 green, 255 blue HTML hexadecimal code: FFFFFFFF or transparent (= in the background colour of the media), provide it is still well readable
Garment	255 red, 255 green, 255 blue HTML hexadecimal code: FFFFFFFF
Design mark	63 red, 156 green, 53 blue HTML hexadecimal code: 3F9C35



## 10.2.2. Non-screen based media

Writing 'Global Organic Textile Standard; GOTS'	RAL CLASSIC colour system: RAL 9005 Jet black "Frutiger Next bold" font face
Background to writing 'Global Organic Textile Standard; GOTS'	RAL CLASSIC colour system: RAL 9003 Signal white or transparent (= in the background colour of the media), provide it is still well readable
Garment	RAL CLASSIC colour system: RAL 9003 Signal white
Design mark	RAL CLASSIC colour system: RAL 6018 Yellow green



Note: The *Approved Certifiers* have available template files of the GOTS logo in different formats for their *Certified Entities*.

## 11. Contacts

*Certified Entities* and brand holders should contact the applicable *Approved Certifier* for approval of their labelling with the GOTS logo. The *Approved Certifiers* are listed on the web site <http://www.global-standard.org/certification/approved-certification-bodies.html> .

A competent representative of the *IWG/Global Standard gmbH* can be addressed through the contact form on <http://www.global-standard.org/contact.html> or through e-mail to [mail@global-standard.org](mailto:mail@global-standard.org) .