

# DGNB NAVIGATOR GUIDELINES FOR MANUFACTURERS

## Product management in the DGNB Navigator

The aim of this guide is to familiarize product manufactures with the Navigator and how to enter products.

If you have any problems or questions, please contact the Navigator team directly by e-mail ([navigator@dgnb.de](mailto:navigator@dgnb.de)) or use our Navigator [consultation](#) hours.

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## 1. Registration

Unfortunately, self-registration is not yet available. To register, please download the registration form from the following [link](#), fill it out and send it by e-mail to [navigator@dgnb.de](mailto:navigator@dgnb.de).

If you already have access to myDGNB or the DGNB System Software, you do not need to register again. You can continue with the login.

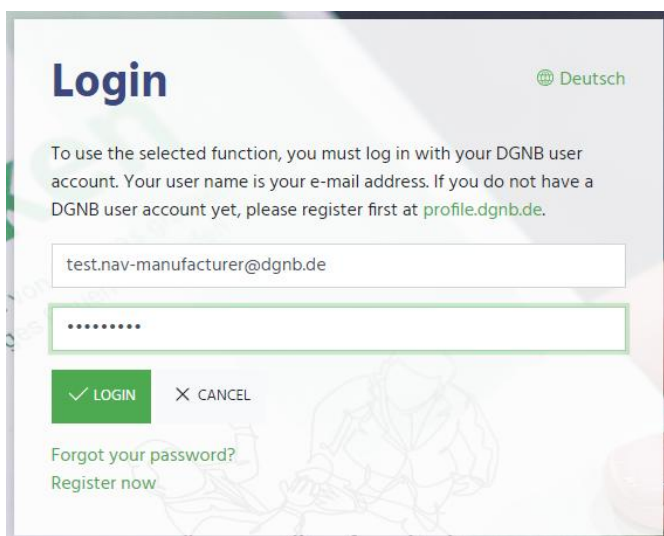
## 2. Login

If you are already registered, clicking on Login will take you to the login area where you can log in with your user name and password. If you are logging in for the first time after registration, please click on "Forgot password" to assign yourself a password.

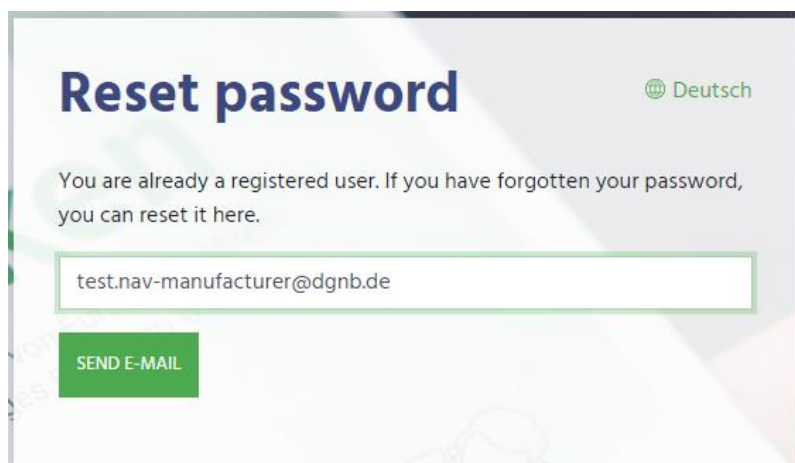
If you already have **access** to one of the **DGNB applications** (myDGNB, system software), you can log in using your e-mail address as your username and your existing password.



Clicking on Login will take you to the login area where you can log in with your username and password. If you are logging in for the first time and do not yet have a password, please click on "Forgot password" to assign yourself a password.



After clicking on "Forgot your password?" you will be asked to enter your e-mail address (= user name).

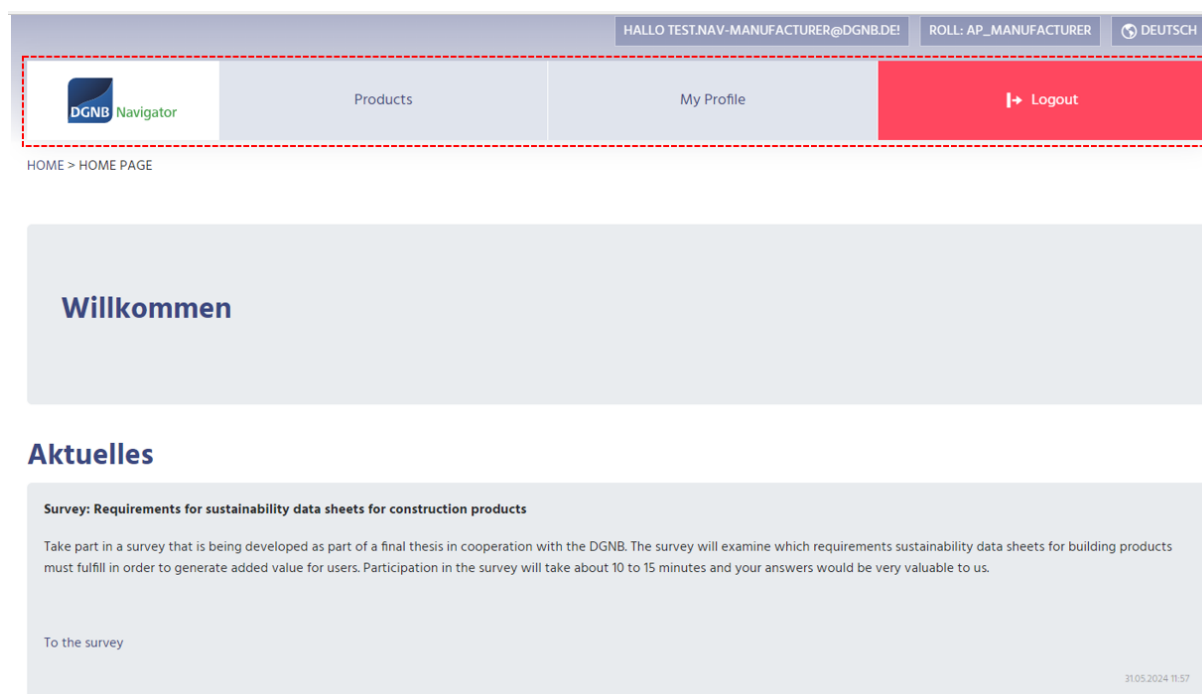


You complete your registration and assign a password via a double opt-in procedure.

If the system does not recognize your user, please go to the following page and contact the DGNB Navigator team: <https://www.dgnb-navigator.de/en/registration>.

### 3. Selection menu

After logging in, you will see the following view. The individual tabs are briefly explained below. More detailed explanations can then be found in the individual chapters.



- **Products:** View and manage existing products
- **My profile:** Changes to the user profile of the company

### 3.1. My profile

This tab is only displayed to the main contact persons of the respective company, as only they can edit the organizational data. The corresponding persons have the role AP\_Manufacturer. You have the option of editing your manufacturer name and the company logo here.

ROLLE: AP\_MANUFACTURER

#### Logo and name

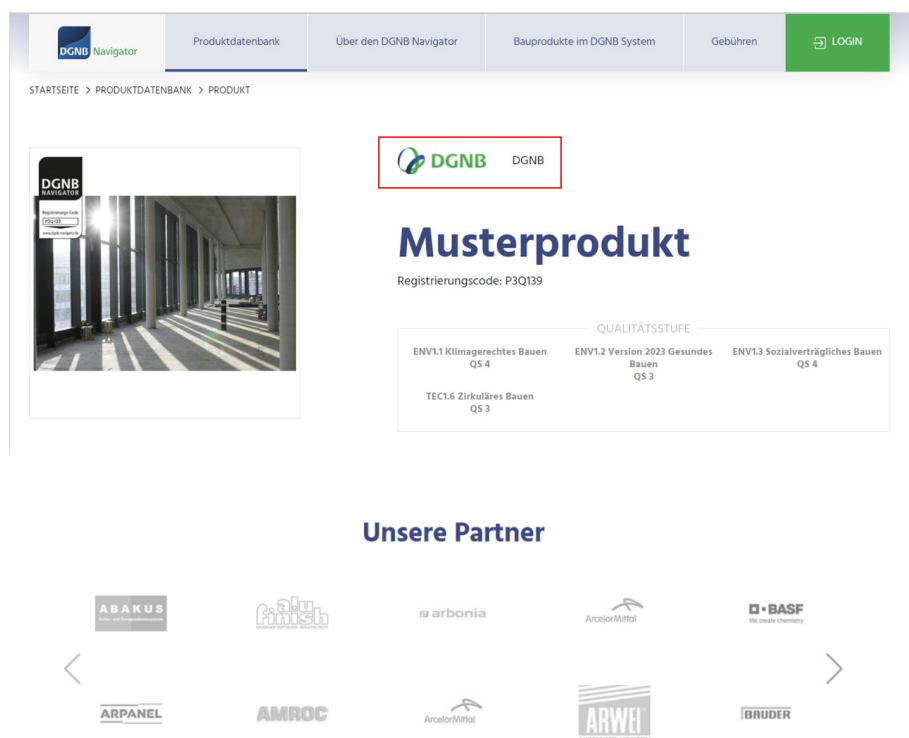
Current logo: 

Your new logo:

Manufacturer name (public):

**display name:** preferred manufacturer name appears in the product profile and when filtering by manufacturer.

**company logo:** appears both in the product profile and in the partner slider on the Navigator website.



The screenshot shows the DGNB Navigator interface. At the top, there is a navigation bar with links: Produktdatenbank, Über den DGNB Navigator, Bauprodukte im DGNB System, Gebühren, and a LOGIN button. Below the navigation bar, the breadcrumb trail reads: STARTSEITE > PRODUKTDATENBANK > PRODUKT. The main content area features a large image of a modern building interior on the left. To the right, the 'Musterprodukt' profile is displayed, including the DGNB logo, the product name 'Musterprodukt', and the registration code 'P3Q139'. Below this, a 'QUALITÄTSTUFE' (Quality Level) section shows three certification levels: ENV1.1 Klimagerechtes Bauen QS 4, ENV1.2 Version 2023 Gesundes Bauen QS 3, and ENV1.3 Sozialverträgliches Bauen QS 4. At the bottom, there is a 'Unsere Partner' (Our Partners) section with a horizontal slider of logos including ABAKUS, AR PANEL, AMROC, arbonia, ArcelorMittal, BASF, ARWEI, and BRUDER.





- **Logout:** Exit this interface and return to the website.

## 3.2. Product list and functions

There are various options for managing products in the product list. These are in the form of small buttons in the "Actions" column. The following illustration shows which function is hidden behind each button.

### Product management

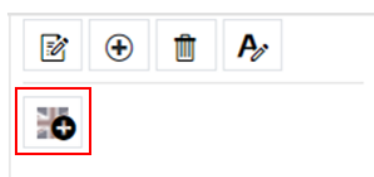
Fast add
Add product

Product name	Quality Level	Status	Navigator label	Created & Updated	Cost group	Seal	Datasheet	Actions
Test_product_Guide_fast_add		Main status: Not published Processing status: In processing	False	Updated: Created: 20.06.2022			Datasheet	<div style="display: flex; align-items: center;"> <div style="margin-right: 10px;"> <div>1</div>  </div> <div> <div>2</div>  <div>3</div>  <div>4</div>  </div> </div>

1. **Edit product:** If you click on this button, you will be redirected to the editing view (see chapter 6 Entering product information). You can then edit and save the details in your product
2. **Copy product:** Click on this button to create a copy of an existing product
3. **Delete product:** This button irrevocably deletes your product from your product list and the product database
4. **Translate the product int other languages:** With this button you have the possibility to add an English version of your product

It is currently possible to create the product in English; the translation and maintenance of the English product profile is carried out by you as the manufacturer. No new product is created, but only an English view of the product appears as soon as a user has selected the English page of the DGNB Navigator.

It is not possible to change the product name for English products. If the product has a different name in English-speaking countries, you would have to create a completely new product in English. If a translation of the German product is sufficient, click on the translation button and the following symbol will appear:



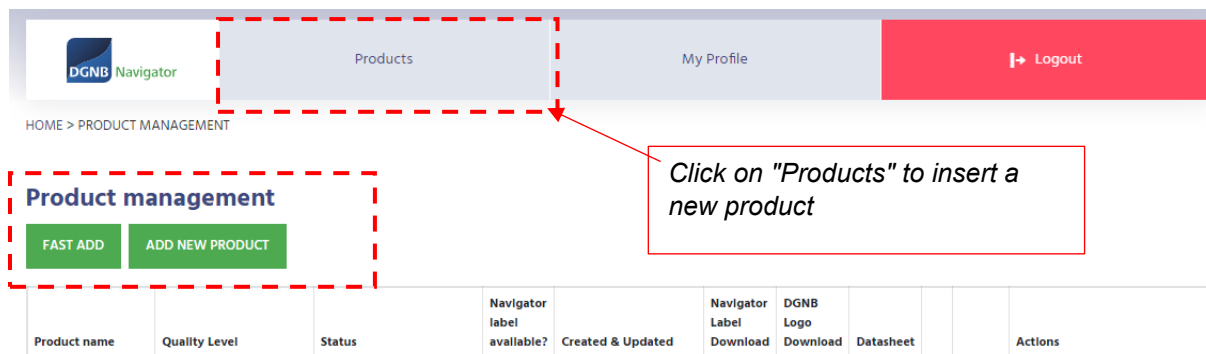
After clicking on the symbol, you will automatically be taken to the editing mode of the product and can enter the translations. Once you have saved the product under "summary", it is available in English.



If the flag shows a pen and is colored, then there is an English version of this product. You can edit the English version of the product by clicking on the colored flag again. The changes in the translated profile are activated immediately and do not need to be submitted separately.

## 4. Product registration

The product list also contains the options for registering new products. The “Quick add” and Add product” options are available for product registration, which are explained in more detail in the next sections.

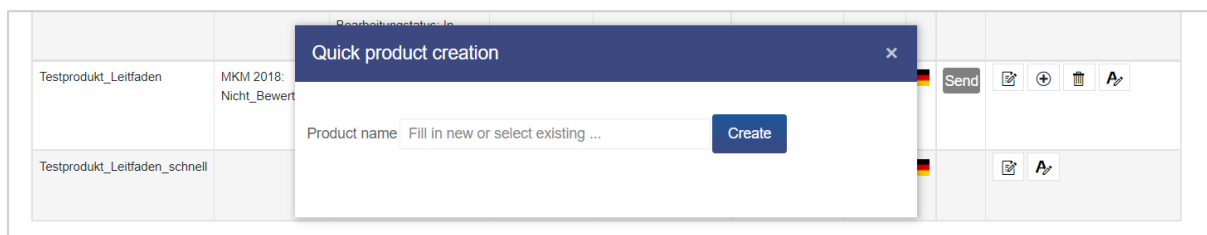


Click on "Products" to insert a new product

Product name	Quality Level	Status	Navigator label available?	Created & Updated	Navigator Label Download	DGNB Logo Download	Datasheet	Actions
Testprodukt_Leitfaden	MKM 2018: Nicht_Bewert							
Testprodukt_Leitfaden_schnell								

### 4.1. Fast add

If you select this option, you only need to enter a product name in the first step (please note that a list of products with similar names is displayed - this helps you to avoid duplicates). See screenshot:



By clicking on “Create”, the product is created automatically and you have the option of editing it in detail and adding information or even adding a translation directly.

Test_product_Guide_fast_add	Main status: Not published Processing status: None	False	Updated: Created: 20.06.2022	Datasheet			
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### 4.2. Add product

Click on “Add product” to go directly to the editing process for the product, in which you go through a 5-step process for product registration. This is described in detail in the following chapter 6 “entering product information”.













## 5. Entering product information

This chapter describes the individual steps of the 5-step process that you go through as soon as you add a new product.

### 5.1. General information

In the first step, you enter the general information of your product. The information you need to enter in the individual fields is explained below.

Edit product 

GENERAL INFO	CRITERIA	MANUFACTURER HINTS	DOCUMENTS	SUMMARY
REGISTRATION CODE 	<input type="text"/>			
MANUFACTURER * 	<input type="text" value="DGNB"/>			
PRODUCT NAME * 	<input type="text" value="Fill in new or select existing ..."/>			
ITEM OR PRODUCT GROUP NUMBERS OR GTIN * 	Sie können die Enteraste, ein Komma oder ein Leerzeichen benutzen um eine Nummer hinzuzufügen <input type="text"/>			
COST GROUP * 	<input type="text" value="Select ..."/>			
MATERIALITY* 	Bitte geben Sie die Materialien an wenn Ihr Produkt aus mindestens 10% der angegebenen Materialien besteht (eine Mehrfacheauswahl ist möglich)			
	<input type="button" value="+ Add material"/>			<input type="text" value="kg/m"/>
	material	details	share of mass i...	mass in [unit se...
DESCRIPTION * 	<input type="text"/>			
COMBINED PRODUCTS 	<input type="text"/>			
	Geben Sie hier entweder eigene Produkte ein oder verweisen Sie auf Produkte anderer Hersteller.			
PRODUCT USAGE INFORMATION 	<input type="text"/>			
MAIN STATUS 	<input type="text" value="Nicht Veröffentlicht"/>			
MANUFACTURER CONTACT * 	<input type="text" value="test.nav-manufacturer@dgnb.de"/>			
	<input type="button" value="SAVE AND CONTINUE"/>			

- **Registration Code:** Is assigned automatically as soon as you create a new product
- **Manufacturer:** Is assigned automatically
- **Product name:** Input of the product name (mandatory field)
- **Item or product group number or GTIN:** Type the relevant number for your product here. Please separate multiple entries with „,“ (mandatory field)
- **Cost group:** Here you can select the area of application with the option of multiple selection. Enter the respective cost group for all common application areas of your product here (mandatory field)
- **Materiality:** Enter the materiality of which the product consists (mandatory field)
  - You can add further materiality by clicking on “Add materiality”
  - Also enter a more detailed description of the material in the “Details” column. The table below provides assistance.
  - In addition, the percentage by mass of the material in the product.

- The absolute mass is specified in the next column. The unit of the specification can be selected in the dropdown above.
- **Description:** Enter brief information about the product (**free text**)
- **Combined product:** Information on products that can be used in combination with the product shown. Alternatively, products that can be used to install the product (**free text**)
- **User notes:** Enter brief information on the use of the product in the building context (**free text**)
- **Main status:** Informs you on whether the product is published or not
- **Manufacturer contact:** After the product has been created, the user who created the product does not appear publicly (see chapter 5.7 Display in the product database)

Information on materiality:

Primary resource	Composition (according to level(s))	Individual building material (based on Volume 06 Material flows in building construction, BBSR)	Largest proportion by mass (main component) is assigned, only once! Concrete <1% by mass is not taken into account (cut-off criterion)
regrowing	<b>Wood and wood-based materials</b>	Other wood-based materials	e.g. chipboard, hard fibreboard, soft fibreboard, wood wool, cork, wood shingles, sheep's wool, flax, cellulose, hemp, seaweed, natural resin, straw, reed, cardboard, paper, mushroom mycelium
		Timber Construction	e.g. sawn timber boards, sawn timber scantlings, glulam, plywood
fossil	<b>Synthetic</b>	Other plastics	z.B. PVC, HDPE, PP, PS, PA, ABS, ASA, SAN
		Plastic insulating materials	e.g. polystyrene rigid foam (EPS, XPS), polyurethane (PUR) / phenolic resin (PF) rigid foam
		PVC-U windows / doors	e.g. PVC window profiles and door profiles
		Plastic roof membranes	e.g. plastic roofing membrane, plastic sealing membrane, PVC film, PE film
	<b>Bituminous mixtures</b>	Bitumen	e.g. bitumen, bitumen roofing membrane
mix	<b>Materialmix</b>	Other materials	
		Composite Building Materials	e.g. composite building materials (made from at least 2 raw materials: e.g. mineral raw materials and/or metals)
	<b>Electrics and electronics</b>		e.g. cables
mineral	<b>Metals</b>	Other metals	e.g. zinc, aluminium, lead, cast iron
		Steel	
		Copper	
	<b>Plaster</b>	Other plaster construction materials	e.g. gypsum plaster, gypsum mortar, anhydrite screed
		Plasterboard	e.g. gypsum plasterboards, gypsum fibre cement boards, gypsum wallboards
	<b>Glas</b>		e.g. flat glass, wired glass, glass blocks, container glass, expanded glass, glass mosaic
	<b>Mineral construction materials</b>	Other mineral products	e.g. clinker, cement (plaster, screed), lime mortar, lime plaster mortar, lime cement mortar, quarry stone, asbestos cement, slate, sand, gravel, grit, slag, granite, basalt, marble, sandstone, shell limestone
		Concrete	e.g. normal concrete, lightweight concrete, aerated concrete, hollow concrete blocks, wood concrete, concrete roof tiles
		Brickl	e.g. bricks in general, clinker bricks, solid bricks, vertically perforated bricks, lightweight vertically perforated bricks
		Porenbeton	z.B. Porenbeton-Blocksteine
		Sand-lime brick	
		Mineral insulating materials	e.g. mineral wool (rock wool, glass wool), blast furnace slag, expanded clay, foam glass
		Ton, Lehm, Keramik	z.B. Fliesen
bauchemisch	Bauchemische Produkte	Schätzwert bis 1% erlaubt	z.B. Lack, Farbe, Kleber, Kunstharze



## 5.2. Criteria

Building products make a significant contribution to the sustainability of a building. In over half of the criteria in the DGNB System, there is a direct or indirect product relevance that needs to be assessed. In the “Criteria” tab, you have the option of entering product characteristics for the products.



With this click, all available criteria are displayed and the product characteristics can be entered for each criterion.



Later, only the criteria that you have actually specified will be displayed on your product detail page:



Please make sure to fill in each field with content. If you do not have any information on a specific criterion for your product, please select “No information”. This ensures a uniform declaration. If a statement is not relevant for your product, please enter “not relevant”.

### 5.2.1. The quality level assessment

As a manufacturer, you have the option of classifying products into quality levels. The corresponding tools are available in the quality level assessment menu. The assessment tools make it clear which elements are considered and which evidence must be provided. The assessment tools result in **quality levels 1 to 4** for your product, with quality level 4 corresponding to the highest quality level. Criterion ENV1.2 can also result in the statement **not relevant for consideration**, which means that the product can be used without hesitation for the evaluated application. The following section explains which quality levels there are and how they are evaluated.

Please note that the assessment of the quality levels has been mandatory for obtaining the label since September 2023.

#### What quality levels are there?

Originally, only a quality level assessment for the ENV1.2 criterion could be carried out in the Navigator. With the release of version 23, products can now also receive a quality level assessment in the criteria ENV1.1, ENV1.3, TEC1.6 and in the new version of ENV1.2. As certification is currently still possible according to both versions, the quality level assessment for the ENV1.2 criterion exists in both version 18 and version 23.

Criterion **ENV1.1** deals with the life cycle assessment of the building with the aim of presenting the emissions of the building over its life cycle. The assessment of the quality level is primarily intended to establish comparability, with which the life cycle assessment data of different products can be directly compared.

In the **ENV1.2** criterion, construction products are tested for harmful and hazardous substances. The products are classified in a criteria matrix in order to determine which hazardous and harmful substances must be considered and which evidence is recognized for them.

Criterion **ENV1.3** deals with the responsible extraction of resources with the aim of improving human rights and environmental protection in global supply chains. To this end, companies should identify potential risks with suppliers so that the value chain can be optimized in terms of environmental and social impact.

Criterion **TEC1.6** deals with the topic of circular construction with the aim of creating a real circular economy and thus reducing the consumption of natural resources to a minimum. To this end, the recyclability of the product itself and its use in the building is assessed.

## How can I evaluate the quality levels?

Proceed as follows to classify the quality levels 1:

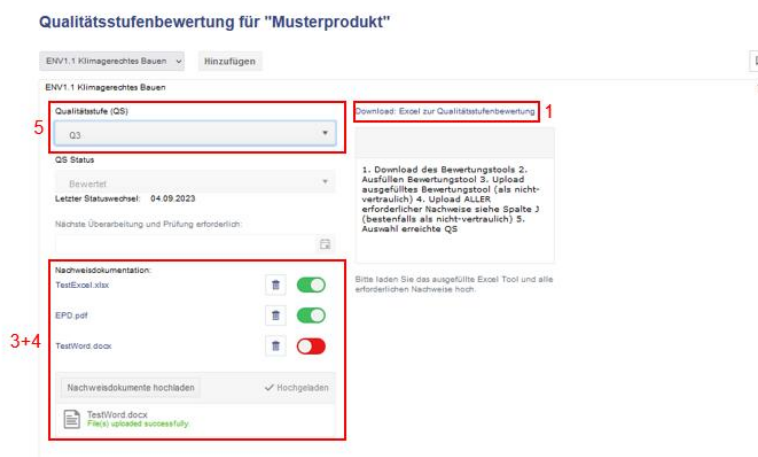
1. click on the "To quality level menu" button in the criteria with quality level assessment (QS assessment) to carry out an assessment
2. select the criterion for which you would like to carry out a quality level assessment and click on "Add"



3. A window then opens in which the evaluation can be carried out. These windows are arranged one below the other in alphabetical order.



4. The evaluation is then carried out in the following steps:
  1. Download the evaluation tool
  2. Filling out the evaluation tool
  3. Upload the completed evaluation tool (as non-confidential)
  4. Upload ALL required evidence, see column J (also non-confidential)
  5. Selection of the achieved quality level (QS)



## Meaning of the sliders



**public** - the document is available for download in the public profile

**confidential** - document is not displayed in the public profile

All documents should be uploaded as public evidence. Only very confidential documents should be marked as such.

You have the option of adding further quality levels by selecting another criterion at the top and clicking "Add" again. Another editing screen will then appear for the new quality level.

If a QS assessment has already been carried out for the criterion, all relevant information and public documents are displayed in the summary table below the button.

ENV1.2 Local environmental impact - Quality level assessment			
<a href="#">to quality assessment menu</a>			
Quality	Quality Level	Status of quality level	Proof documents
ENV1.2 Version 2023 Risiken für die lokale Umwelt	QS3	Published	

Once you have added all QS, you can return to the criteria view via "Save and return to product".

## Meaning of the QA processing status

Once you have assessed a quality level, you can view the current status of your assessment in the **quality level menu or in the criteria view**.

If the status of your rating has changed, you can only see it in the quality level menu

ENV1.1 Version 2023 Klimaschutz und Energie

Quality Level (QL) assessed

QS 3

QS State

Rated

last status update: 24.07.2024

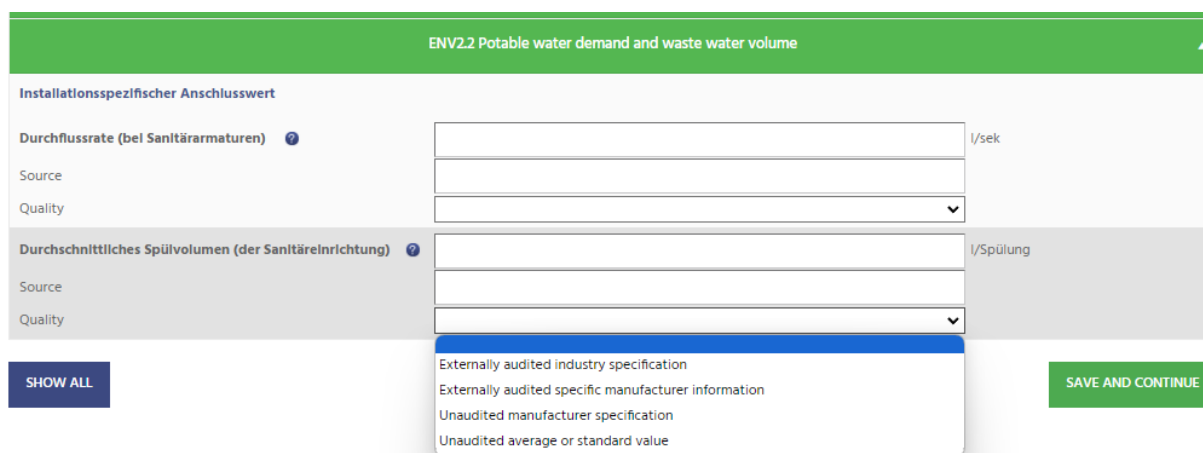
ENV1.1 Life cycle assessment - Quality level assessment			
<a href="#">to quality assessment menu</a>			
Quality	Quality Level	QS State	Proof documents
ENV1.1 Version 2023 Klimaschutz und Energie	QS 3	Rated	ENV1.1 Klimagerechtes Bauen.xlsx

The processing phases are categorized as follows:

- **Rated:** The product owner has rated the QA assessment
- **Checked:** The QA assessment is currently being rated and reviewed by the DGNB QA auditor
- **In pending submission:** The product has been sent back to the product owner by the DGNB QA inspector as subsequent submissions are required. Specifically, this may involve queries, subsequent submissions of evidence or additions to the MKM tool. You will usually find the relevant information in the “Product note”
- **Reviewed and published:** The review of the QA assessment has been successfully completed and is now publicly visible in the product profile.
- **None:** The QA assessment is neither checked or processed

### 5.2.2. Processing of further criteria

In the criteria that are not subject to a QS assessment, you can enter the corresponding values in the lines provided and then add the source and the quality of the value. This is explained in more detail below.



**Dropdown selection field:** Here you have the option of making and entering the appropriate selection for your product from various predefined entries. If none of the details apply or no details are possible, select “no entries”.

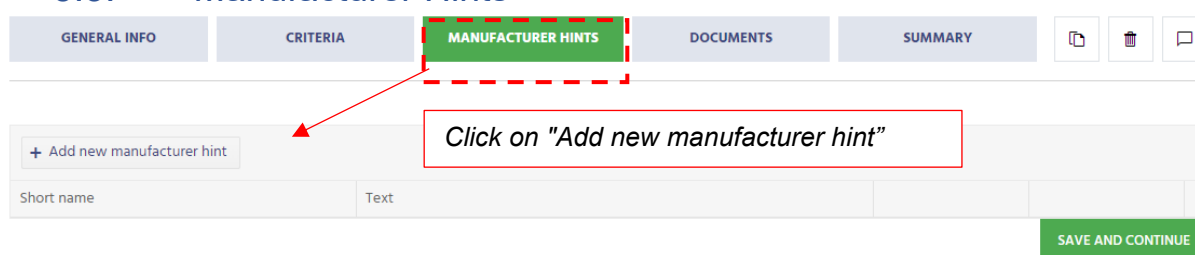
- If there are any questions about individual indicators or if the selection cannot be assigned directly, click on the question mark to find help for each criterion.

**Source:** The primary source of information is stored in the data source. This can be, for example: EMICODE, Blue Angel, EPD No., version Ökobau.dat, manufacturer. If you have selected "no information", you can leave this field open.

**Quality:** For each specification and data source, a data source must also be deposited. The different data sources are explained in more detail in a table. Here it is also possible to leave the field open when selecting "no information".

Data quality	Explanation/ Example
Externally audited sector information	Association/industry data, e.g., association EPD
Externally verified specific manufacturer information	Externally verified product-specific data, e.g., EPD, which has been verified by an independent third party.
Unverified manufacturer information	Unaudited data material collected by the manufacturer from undeclared data sources
Unaudited average or default value	Information from standard catalogues e.g., Ökobau → <a href="http://www.oekobaudat.de">www.oekobaudat.de</a>

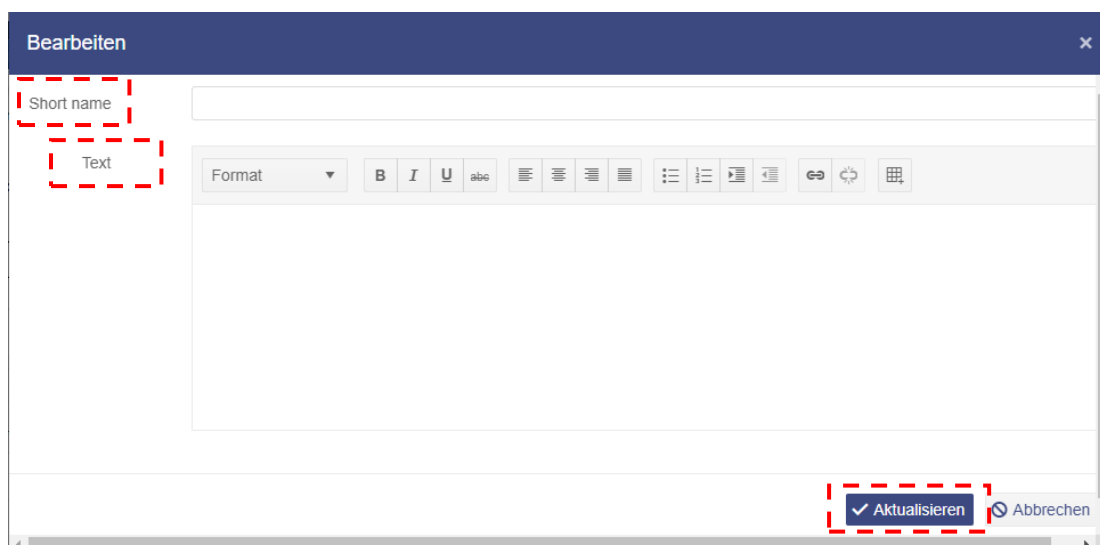
### 5.3. Manufacturer Hints



Here you can fill in short contributions with information on various topics, e.g. additional information about your product, your company's commitment to sustainability or explanations regarding stored data.

Process of creation:

1. Contribution description: input by short description
2. Contribution content: input by free text
3. Add: Click on „Update“






Add another post and edit an existing post:



1. Add another record: click on “+add new record”
2. Edit/delete existing post: go to your post and select between edit/delete

### Hersteller Hinweise

ALLGEMEINE INFO
KRITERIEN
**HERSTELLER HINWEISE**
DOKUMENTE UND WEBLINKS
ZUSAMMENFASSUNG

+ Neuen Datensatz hinzufügen




Kurzbezeichnung	Text		
Test: Nachhaltigkeit DGNB	Test: Informationen zum Hersteller	 Bearbeiten	 Löschen

SPEICHERN UND WEITER

## 5.4. Documents and web links




In the Documents and web links step, you have the option of uploading verification documents for the assessment of the criteria, inserting product images and linking websites. The functions are explained in more detail below.

GENERAL INFO
CRITERIA
MANUFACTURER HINTS
**DOCUMENTS**
SUMMARY

Documents can be edited, deleted, and downloaded

### Upload document

Name	Date		
Muster_EPD_Ergebniss.jpg	02.08.2024	 Bearbeiten	 Löschen
			 Download

Select file

Dateien hierhin ziehen zum Hochladen

Product documents - criteria assignment:

Muster\_EPD\_Ergebniss.jpg ▼
ENV12 Risiken für die lokale Umwelt x
ENV1.1 Ökobilanz x

SAVE

Additional criteria assignments are made here Please press "Save" after making a change

In order for the images to be displayed correctly in the product database, they must be uploaded in landscape format with a resolution of at least 1024 pixels.

## Upload picture

	Name	Date	Main picture	
	Nav_test.png	20.06.2022	✓	<a href="#">Bearbeiten</a> <a href="#">Löschen</a>

*Indicates which image is a main image. With "Edit" the tick can be removed / reassigned.*

*Upload new / additional image*

Select file

Dateien hierhin ziehen zum Hochladen

If you do not have any product images available in landscape format, you can alternatively upload your images as follows:

1. Open Power Point
2. Insert your image in portrait format into an empty PPT slide using Copy & Paste
3. Cut out the entire film using the snipping tool on your computer
4. Save the image in your files and upload it to the DGNB Navigator

This method ensures that the image has sufficient resolution and is displayed correctly in the product database.

## Weblinks


+ Neuen Datensatz hinzufügen		
Name	URL	
manufacturer link	https://www.dgnb.de	<a href="#">Bearbeiten</a> <a href="#">Löschen</a>


## DGNB Labels / Navigator Label Download

CSC Gold

[HINZUFÜGEN](#)

Please select product certifications of your product. The selection presents all product labels that has been recognized by DGNB. For more information: <https://www.dgnb-system.de/en/system/label-recognition/>

Cradle to Cradle Certified® Gold 

FSC 100% 

[SAVE AND CONTINUE](#)

*Select, upload or delete new/ additional labels*

To provide guidance on product labels, the DGNB has developed a procedure for recognising product labels. Under DGNB labels / seals you can select the appropriate label for your product from a list of labels that have already been recognised. You can find more information [here](#).



## 5.5. Summary

Once all values have been successfully entered, you will be taken to the last step “Summary”. All details and documents are clearly displayed here. . If you notice any errors, use the menu to click through the individual steps.

In this step, you have the option of either sending the product for evaluation or saving it.

If you click on the “send for assessment” button, you send the product to the DGNB for assessment. This is necessary both when creating a new product and when making changes to an existing product.

GENERAL INFO
CRITERIA
MANUFACTURER HINTS
DOCUMENTS
SUMMARY

General info

REGISTRATION CODE	R4RGH4
MANUFACTURER	DGNB
PRODUCT NAME	test
ITEM OR PRODUCT GROUP NUMBERS OR GTIN	iii
COST GROUP *	
MATERIALITY*	Glas
DESCRIPTION	1
COMBINED PRODUCTS	
PRODUCT USAGE INFORMATION	
MAIN STATUS	Nicht Veröffentlicht
PROCESSING STATUS	In Bearbeitung
ASSESSOR	
OWNER TYPE	Manufacturer
MANUFACTURER CONTACT	
NAVIGATOR LABEL DOWNLOAD	
Currently published products from	50

Manufacturer notes

Titel fill the text!

Documents

Muster\_EPD\_Ergebniss.jpg

Image

Weblinks

Navigator Label Download

Cradle to Cradle Certified® Gold

FSC 100%

Send the product to the DGNB for testing

Save the product and edit it at any time again

SAVE

SEND TO ASSESSMENT

SILENT PRODUCT PUBLISH

PUBLISH PRODUCT

Before you can send the product to the DGNB after a change, you must add a note in the product notes (see chapter 5.6) for the DGNB.

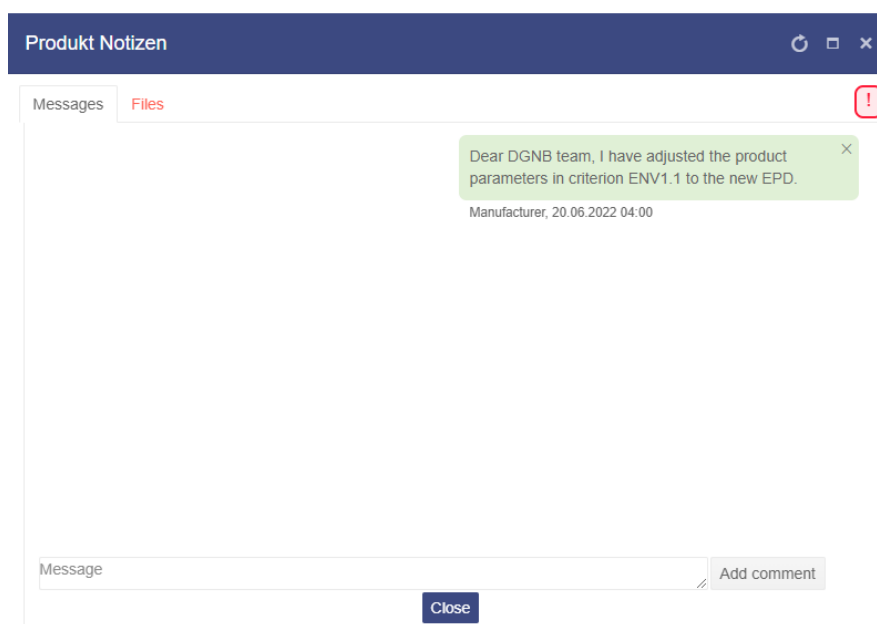
If you do not yet want to send the product to the DGNB for review, you can use the “Save” option. The information you have entered will only be saved and you can edit the product again at any time.

Click on the “Submit” button to send your product to the DGNB for inspection. While the product is under review, it can no longer be edited for the time being.

## 5.6. Product notes

Use the product notes to provide the DGNB assessment team with important information. This function is particularly important if you are editing products that have already been published and are resubmitting them for assessment. Please briefly list here which changes have been made. For first-time submissions, please note "First submission". After completion, click on "Add comment" so that the comment appears in the product notes. The DGNB will see these product notes when reviewing your products.

The product notes are structured as a chat:



You also have the option of sending us test documents that should not be published via the product notes. To do this, click on the "Files" tab in the product note and upload the relevant documents there, as well as a note in the comment.

To enter a comment, click on "Add comment" after entering it in the free text field. The comment will then be added to the chat.

## 5.7. Display in the product database

The following illustrations show where the information entered in the product registration can subsequently be found in the product database.

To do this, the registration form is first numbered and the numbers are then displayed in the product database

### Edit product

GENERAL INFO
CRITERIA
MANUFACTURER HINTS
DOCUMENTS
SUMMARY

1
REGISTRATION CODE ⓘ
R4R9H4

2
MANUFACTURER \* ⓘ
DGNB

3
PRODUCT NAME \* ⓘ
Musterprodukt

4
ITEM OR PRODUCT GROUP NUMBERS OR GTIN \* ⓘ
*Sie können die Enter-Taste, ein Komma oder ein Leerzeichen benutzen um eine Nummer hinzuzufügen*
  
iii X

5
COST GROUP \* ⓘ
KG 300 Building - Building construction X KG 349 Other to KG 340 X

6
MATERIALITY\* ⓘ
*Bitte geben Sie die Materialien an wenn Ihr Produkt aus mindestens 10% der angegebenen Materialien besteht (eine Mehrfachauswahl ist möglich)*
  
+ Add material
kg/m

material	details	share of mass i...	mass in [unit se...	
glass	Glas	1	1	Bearbeiten Löschen

7
DESCRIPTION \* ⓘ
1

8
COMBINED PRODUCTS ⓘ
  
*Geben Sie hier entweder eigene Produkte ein oder verweisen Sie auf Produkte anderer Hersteller.*

9
PRODUCT USAGE INFORMATION ⓘ

10
MAIN STATUS ⓘ
Nicht Veröffentlicht

11
MANUFACTURER CONTACT \* ⓘ
test.nav-manufacturer@dgnb.de

SAVE AND CONTINUE






## Criteria

GENERAL INFO
12 CRITERIA
14 MANUFACTURER HINTS
DOCUMENTS
SUMMARY





Do you want to receive the DGNB Navigator Label? Then you need to have an EPD for your product as well as place ALL product parameters below as well as rated ALL quality levels. If there are product parameters which aren't relevant for your product please select 'not relevant'. The answer 'not applicable' is not valid in this case. Further information is available in the FAQs on the DGNB Navigator webpage.

 Environmental quality
 Economic quality
 Sociocultural and functional quality
 Technical quality
 Process quality

ENV1.1 Life cycle assessment - Quality level assessment ▲

to quality assessment menu




Quality	Quality Level	Status of quality level	Proof documents
ENV1.1 Version 2023 Klimaschutz und Energie	Not rated	Rated	ENV1.2_Navigator_V23_.xlsx

ENV1.1 Building life cycle assessment ▼
ENV1.2 Local environmental impact - Quality level assessment ▼
ENV1.3 Responsible resource extraction - Quality level assessment ▼
ENV2.2 Potable water demand and waste water volume ▼





SHOW ALL
SAVE AND CONTINUE

## Documents and weblinks

GENERAL INFO
CRITERIA
MANUFACTURER HINTS
DOCUMENTS
SUMMARY

### 15 Upload document

Name	Date		
Muster_EP_D_Ergebniss.jpg	02.08.2024	 Bearbeiten  Löschen	Download  

Select file
Dateien hierhin ziehen zum Hochladen

Product documents - criteria assignment:

Muster\_EP\_D\_Ergebniss.jpg ▼
SAVE

### 16 Upload picture

Please upload pictures in horizontal format with a resolution of minimum 1024 pixels.

	Name	Date	Main picture	
<div> Select file Dateien hierhin ziehen zum Hochladen </div>				

## 17 Weblinks

[+ Neuen Datensatz hinzufügen](#)

Name	URL	

## DGNB Labels / Navigator Label Download

18 + 19

CSC Gold

CSC Platinum

CSC Silver

eco-INSTITUT

FSC 100%

FSC MIX

FSC Recycled

HOLZ VON HIER

Indoor Air Comfort Gold

HINZUFÜGEN

action presents all product labels that has been recognized by DGNB. For more information: <https://www.dgnb->

SAVE AND CONTINUE

## Kontakt

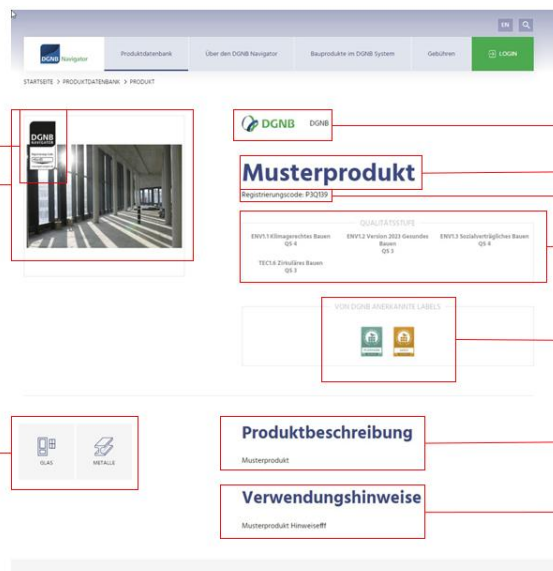
## Rechtliches

19. Navigator Label

16. Bild

6. Materialität

12. Kriterien



2. Hersteller

3. Produktname

1. Registrierungscode

13. Qualitätsstufen

18. DGNB Labels

7. Beschreibung

9. Verwendungshinweise



### Produktbeschreibung

Musterprodukt

### Verwendungshinweise

Musterprodukt Hinweiseff

### Dokumente

DOWNLOADS



testdocument.xlsx  
XLSX | 69 KB



TestPDF23.pdf  
PDF | 28 KB

LINKS



www.muster

15. Dokumente

Dokumente

DOWNLOADS

testdocument.xlsx

testPDF23.pdf

17. Weblinks

LINKS

www.muster

14. Herstellerhinweise

Herstellerhinweis

Hinweis zum Musterprodukt

Hinweis zum Musterprodukt wird hier gegeben.

11. Herstellerkontakt

Kontakt zum Hersteller

DGNB

Tübingen Straße 43

70578 Stuttgart

The Main status field is not displayed in the product database as it is an administrative field.

## 6. Procedure of the examination

### 6.1. Process of examination

- Once the data has been entered into the product profile, the product details are sent to the DGNB Navigator team.
- The entered data is checked for completeness and plausibility. After the check by the DGNB, you will receive an automated e-mail about the successful check and the publication of your product.
- If any information is missing, the product will be sent back to you for subsequent submission. Once you have adjusted the changes, you can send the product back to the DGNB for a second check. The process is the same as for the first assessment and inspection.
- Please use the product notes to communicate with the DGNB

### 6.2. Product state

There are two independent statuses for your products. These are visible in the “Status” column in the product list.

#### Produktverwaltung

Schnelles Hinzufügen
Produkt erstellen

Produktname	Qualitätsstufe	Status	Navigator Label	Erstellt & Aktualisiert	Kostengruppe	Siegel	Datenblatt		Aktionen
Musterprodukt	ENV1.3 Sozialverträgliches Bauen: Q4 ENV1.1 Klimagerechtes Bauen: Q3 TEC1.6 Zirkuläres Bauen: Q2 ENV1.2 Version 2018 Gesundes Bauen: Q4	Hauptstatus: Veröffentlicht Bearbeitungsstatus: Keiner	True	Aktualisiert: 01.08.2023 Erstellt: 08.08.2023		DGNBLabel	Datenblatt		    

**Main status:** there are two main statuses

- Published: visible to the public in our product database: <https://www.dgnb-navigator.de/produkt Datenbank>
- Non-published: not visible to the public, but visible to DGNB auditors)

**Processing status:** there are three processing statuses

- **In Edit:** the product is currently being edited by you or your colleagues
- **In examination:** the product is currently being examined by the DGNB.
- **None:** the product is neither in edit nor in examination

## 6.3. Navigator Label







If the DGNB determines during the inspection that your product qualifies for the DGNB Navigator Label because it has an EPD, all relevant product parameters have been entered and all quality levels have been identified, the DGNB automatically awards the DGNB Navigator Label. You can find more detailed information on the label requirements [here](#).

This label will then be offered to you for download in the product management area. It also appears automatically on your product images in the view of our Navigator.

As soon as your product has a Navigator label, this will be displayed in the “Seal” column.

### Produktverwaltung

Schnelles Hinzufügen
Produkt erstellen

Produktname	Qualitätsstufe	Status	Navigator Label	Erstellt & Aktualisiert	Kostengruppe	Siegel	Datenblatt		Aktionen
Musterprodukt	ENV1.3 Sozialverträgliches Bauen: Q4 ENV1.1 Klimagerechtes Bauen: Q3 TEC1.6 Zirkuläres Bauen: Q2 ENV1.2 Version 2018 Gesundes Bauen: Q4	Hauptstatus: Veröffentlicht Bearbeitungsstatus: Keiner	True	Aktualisiert: 01.08.2023 Erstellt: 08.08.2023		DGNBLabel	Datenblatt		    

## 7 Cooperations

Our digital interface allows you to exchange sustainability-related building product information with the systems of our cooperation partners. The Ausschreiben.de platform from ORCA Software and the product database from Sentinel Haus Holding Institut (SHI) are currently available for this purpose. The interface is designed to support you in updating your product data.

### 7.1 Ausschreiben.de

AUSSCHREIBEN.DE is a portal in which construction product manufacturers publish current tender texts for their products together with further information. The portal is operated by ORCA Software GmbH.

Manufacturers whose building products are listed in the DGNB Navigator and on the AUSSCHREIBEN.de platform can use the digital interface to automatically supplement their information on AUSSCHREIBEN.DE with selected sustainability parameters and information (EPD, GWP value, sustainability certificates, verification documentation), which they make available in the DGNB Navigator.

To be able to use the interface, the article number/GTIN must be maintained in the product profile in the DGNB Navigator. This must match the respective number stored in the corresponding AUSSCHREIBEN.DE product profile. In addition, the product profile must be public in the DGNB Navigator. Necessary requirements on AUSSCHREIBEN.DE can be found in the video on the [AUSSCHREIBEN.DE website](#).



## How is the data transferred between the platforms?

Basically, this is an export interface, which means that the data is exported from the DGNB Navigator to the Ausschreiben.de platform.

Prerequisites: You need both a catalog on Ausschreiben.de and products in the DGNB Navigator. The same article number must be stored on both platforms to ensure a clear assignment.

How is this stored?

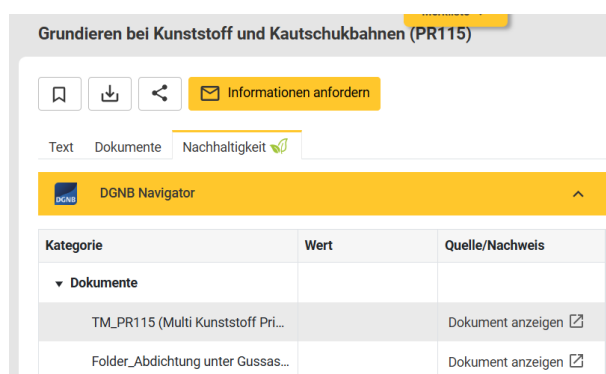
- At AUSSCHREIBEN.DE: There are various ways to store the article number, e.g. via ORCA Text, Excel or XML. If in doubt or if you have any questions about the transfer, please contact AUSSCHREIBEN.DE directly
- In the DGNB Navigator: Enter the article number in the “General info” tab in the “Article or product group number or GTIN” field. Then click on “Save and continue” at the end of the tab and send the product to us for verification.
  - Important: If you make changes to the article number or add new article numbers for the data transfer, you must send the product to us for verification, as the data transfer is only possible after the new article numbers have been published



How does the data transfer take place?

As the data is exported to Ausschreiben.de, it is necessary for you to grant authorization to search for your products in the DGNB Navigator at Ausschreiben.de. To do this, log in and go to the following path: Catalog -> Catalog management -> Upload catalog -> Settings -> Portals. In the DGNB Navigator field, enter your manufacturer name exactly as it is stored in the DGNB Navigator. When you leave the field, the platform automatically searches for matching entries. If the manufacturer is found in the DGNB database, a green message appears. Permission is granted by clicking on “Accept”. Then upload your catalog again under “History” so that existing data is analyzed again and new data is pulled from the Navigator.

In the catalog preview (Catalog management / Check and release / Preview), you can check whether the “Sustainability” filter on the left-hand side has been activated. Here you can also see all the items for which data matching has been carried out and can make them visible to everyone by clicking “Share”.

After successful approval, the information from the DGNB Navigator appears in the “Sustainability” tab of the individual products.



Kategorie	Wert	Quelle/Nachweis
▼ Dokumente		
TM_PR115 (Multi Kunststoff Pri...		Dokument anzeigen 
Folder_Abdichtung unter Gussas...		Dokument anzeigen 

If you have any further questions regarding data transmission, please contact AUSSCHREIBEN.DE.

## 7.2 SHI

The SHI database is a platform for the collection and management of construction product information. It offers validated and up-to-date data that is indispensable for planners, manufacturers and certification experts. The platform is operated by Sentinel Holding Institut GmbH. The Sentinel Holding Institut specializes in the testing and certification of construction products, in particular their indoor quality.

Manufacturers whose building products can be found in the public area of the SHI database can also make their information publicly available in the DGNB Navigator via a digital interface. If changes are made to the product, these will also automatically become active in the DGNB Navigator. To do this, you must agree to publication in the SHI database.

The assessment (classification of a building product into a quality level) by Sentinel Holding Insitut GmbH is accepted by the DGNB as a possible verification document as part of the project audit for the submission of a project for DGNB certification at product level. Further evidence may be required at building level.

### How is the data transferred between the platforms?

This cooperation is an import interface, which means that the data from the SHI platform is imported into the DGNB Navigator. All products that are available as public profiles in the SHI database are automatically stored as public profiles in the DGNB Navigator. If you have specific questions or uncertainties on this topic, please contact our partner directly.

### What data is transferred?

As soon as a product is transferred from the SHI database to the DGNB Navigator, the following fields are filled in the product profile:

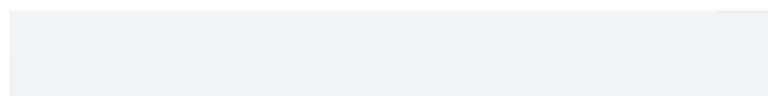
New product: Product name, article or product group number or GTIN, description, documents and images, quality level rating for criterion ENV1.2

Existing product: Article or product group number or GTIN, description, documents and images, quality level assessment for criterion ENV1.2

In the case of an existing product, the above fields are overwritten with the information from the SHI database so that a merged product is then published.

The fields that have been transferred from SHI are marked accordingly with the SHI logo in the product processing.

BESCHREIBUNG \* 



 DGNB



## Dokument hochladen

Name	Datum		
	05.11.2024	 SENTRALE HOLZBAU INSTITUT	
	05.11.2024	 SENTRALE HOLZBAU INSTITUT	
	05.11.2024	 SENTRALE HOLZBAU INSTITUT	
	05.11.2024	 SENTRALE HOLZBAU INSTITUT	

Dateien hierhin ziehen zum Hochladen

### Produktdokumente - Kriterienzuweisung:

## Bild hochladen

	Name	Datum	Hauptbild	
		05.11.2024	✓	 SENTRALE HOLZBAU INSTITUT

The quality level ratings are displayed as follows:

The input mask for the criterion is fully completed and SHI is specified as the source.

ENV12 Version 2023 Risiken für die lokale Umwelt

Qualitätsstufe (QS)

QS 4

QS Status

Veröffentlicht

Letzter Statuswechsel: 08.11.2024

Relevante KM-Zeile

47 Beschichtete und unbeschichtete Holzwerkstoffe

Prüfungsdatum

30/11/2023

Quelle

SHI

Nachweisdokumentation:

If you have any questions, please contact the DGNB Navigator team at [navigator@dgnb.de](mailto:navigator@dgnb.de) or use our [booking page](#) for individual appointments.