Interreg CENTRAL EUROPE

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SYMCRAFT

CREATION OF MODELS OF AGREEMENT

From a cooperation opportunity to an arrangement on re-use of waste

Replication Guideline



Textile

Agro-food

Wood & Furniture

FOREWORD

Foreword / Introduction

SYMCRAFT – Creative craft for industrial symbiosis in circular economies – builds bridges between industrial material providers, crafts, designers and intermediary organisations. Eleven partners from eight countries and nine regions implemented three linked pilots that move from reuse opportunities through business models to structured cooperation.

Pilot Action 3 translated the previous pilot experience into practical cooperation instruments for industry and handicraft actors. It produced three sector-specific Cooperation Framework Models: Agro-food, Textile, and Wood & Furniture. These are adaptable framework models and should not be described automatically as three signed contracts. Each model helps the parties clarify the material stream, intended use, transfer point, roles, logistics, costs, quality criteria, legal and safety questions, liability, intellectual property and fallback arrangements. Practical annexes support material specification, delivery checks, problem handling and evidence retention. Partner feedback favoured a modular and initially non-binding approach, followed by a small test batch and formalisation only when the case is sufficiently mature. Solution 3 converts this experience into a six-step pathway from selecting the case to an adapted or signed cooperation arrangement.

Scope	Core outputs	Practical logic	End point
3 sectors • transnational transferability	**3 sector cooperation framework models**	**Green / Yellow / Red readiness**	**adapted or signed arrangement, where appropriate**

GRAPHICAL IMPLEMENTATION TO-DO LIST

Follow in order • adapt the checks, not the agreed outputs



IMPLEMENTATION PACK people • evidence • decisions • companion tools

Who does what

Industrial supplier	Artisan / craft receiver	Facilitator / adviser
Describes the material and confirms transfer conditions.	Defines intended use, acceptance criteria and practical needs.	Guides the framework, evidence trail and referrals for review.

Minimum readiness and evidence

- ✓ Concrete parties, material stream and intended use identified
- ✓ Acceptance, transfer, logistics, costs and fallback agreed
- ✓ Legal/technical questions classified Green, Yellow or Red
- ✓ Small test batch completed before scaling
- ✓ Final arrangement reflects test evidence

Sector adaptation

Agro-food: legal status, hygiene, traceability, perishability and allergens. Textile: fibre composition, treatments, sorting, safety, confidentiality and branding. Wood & furniture: moisture, coatings, adhesives, hazardous treatments, liability and final use.

Digital tools and separate System Map

Tool 3 helps identify cooperation, legal and contractual questions; it does not determine legal status or replace qualified review. Tool 4 formats reviewed content only. Web link **Digital tool**: **https://www.t2i.it/symcraft/**

Use this guideline together with the separately maintained **SYMCRAFT Solution 3 System Map**. The graphical To-Do List is reproduced on page 2, while the System Map remains a separate companion file and is not counted within the three content pages of this guideline.

DO	DON'T
Start with one concrete case • verify critical facts • test proportionately • record decisions and open questions.	Assume feasibility or legal status • treat digital output as validation • scale before testing • hide unresolved risks.

Working rule: use the graphical To-Do List for the operational sequence, the System Map for the wider relationships, and this guideline for method, evidence and decision logic.

Method in practice and evidence to retain

METHOD IN PRACTICE	EVIDENCE TO RETAIN
Begin with one concrete supplier–receiver case and the correct sector framework. • Describe the material and intended use before negotiating detailed clauses. • Apply Green/Yellow/Red logic and test a limited batch. • Formalise only after responsibilities and material conditions reflect test results.	Cooperation and material/status sheets • Delivery and material checks • Problem, fallback and test-batch records • Reviewed/adapted framework and signed text if used

Sector lens for replication

AGRO-FOOD	TEXTILE	WOOD & FURNITURE
Clarify legal status, hygiene, traceability, storage, temperature, allergens, acceptance and fallback before transfer.	Specify fibre/finish, sorting, hygiene, quality, packing, confidentiality, branding and acceptance conditions; sensitive items such as lingerie require respectful handling and clear end-use rules.	Specify species/material, dimensions, grade, moisture, coatings, adhesives, hazardous treatments, liability and final use.

Benefits from taking over (Why to join)

Clearer cooperation Creates shared language for material, use, roles, logistics, costs and fallback.	**Lower uncertainty and risk** Makes legal, technical, safety and product-use questions visible early.
Safer learning Uses a small test batch before wider or repeated transfer.	**Accessible uptake** Offers a modular and initially non-binding route for SMEs and artisans.
Stronger trust Clarifies responsibilities, checks and fallback procedures between partners.	**Circular value creation** Connects residual materials with craft and design capabilities.
Evidence for scaling Builds a trail of material sheets, delivery checks, tests and adaptations.	**Transferability** Applies a common logic across three sectors and different regions.

How to start

Select one residual stream, one industrial supplier and one craft/creative receiver; choose the relevant sector framework and complete the first two steps. Test on a small scale and formalise only when the evidence supports proceeding.

Important limitation. Solution 3 provides a cooperation structure; it does not guarantee legal status, technical feasibility, commercial success or economic returns.

Use together with: SYMCRAFT Solution 3 System Map, the relevant SYMCRAFT digital tool and the detailed source instruments referenced in the full Solution.

From interest to uptake

Start: Select one supplier–receiver case and sector model.	**Mobilise:** Agree material information, intended use and responsibilities.
Demonstrate: Test a limited batch and update the framework from evidence.	**Continue:** Formalise when appropriate; archive the cooperation record.

Uptake and monitoring questions

Who benefits? Industrial suppliers, artisans, craft SMEs, facilitators and qualified technical/legal advisers.	**What to monitor?** Specifications completed; deliveries checked; deviations resolved; test batches assessed; frameworks revised; agreements used where appropriate.
When to proceed? Only when the case is Green, or Yellow issues have been resolved and recorded.	**Next decision** Continue, adapt, formalise or stop the affected material transfer.

FREQUENTLY ASKED QUESTIONS

PURPOSE

What does Solution 3*** organise?
The conditions for a cooperation between an industrial supplier and a craft receiver.

Which framework should we choose?
Use the Agro-food, Textile or Wood & Furniture model that fits the material and intended use.

FIRST AGREEMENT

What is the minimum starting point?
Name one supplier, one receiver, one residual stream, an intended use and a sector framework.

Is the framework already a contract?
No, it's a guide for discussion; binding use needs adaptation and case-specific national review.

Can a one-off transfer use it?
Yes; record the conditions even without plans to repeat the transfer.

MATERIAL & LEGAL STATUS

What material information is essential?
Specify origin, composition, quality, variability, treatments, safety issues and acceptance criteria.

Who determines the material status?
The parties establish it from evidence and applicable national rules, with qualified advice where needed.

TRANSFER & RESPONSIBILITIES

What must be agreed before transfer?
Acceptance, ownership or possession, delivery point, transport, storage, costs and fallback.

What if a batch fails the specification?
Record the deviation, isolate it if needed, then apply the agreed correction, return or stop procedure.

SMALL TEST & DECISION

Why start with a small batch?
To check quality, handling, usability, costs and roles before repeated or larger transfers.

What do Green, Yellow and Red mean?
Green: proceed as documented. Yellow: resolve open conditions first. Red: suspend the affected transfer or use.

What follows a Yellow decision?
Assign the open issue, evidence, owner and deadline; resolve it before proceeding.

FORMALISATION & RECORDS

When should cooperation be formalised?
After the test, once material conditions, responsibilities and necessary reviews are settled.

Which records should be kept?
Material/status sheet, delivery checks, test results, problem and fallback notes, revisions and signed text if used.

*** **Solution 3 -** One solution for the collaborations between Industry and Handicraft for the re-use/recycling of waste

SYMCRAFT
Creative craft for industrial symbiosis

SOLUTION 3

Industry-Craft Cooperation for the Reuse and Recycling of Industrial Residual Materials

SYSTEM MAP - REPLICATION PATHWAY, MODELS AND SUPPORTING TOOL

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WHAT IS SOLUTION 3?

Solution 3 provides three sector-specific Cooperation Framework Models and supporting instruments to help industry and handicraft actors cooperate safely, legally and sustainably when reusing industrial waste and residual materials.

START HERE: SELECT SECTOR & MODEL

AGRO-FOOD

By-products and residuals from food processing as resources for craft-based products and services.

Use the Agro-food Cooperation Framework Model

TEXTILE

Textile by-products and end-of-roll materials for new craft, design and creative products.

Use the Textile Cooperation Framework Model

WOOD & FURNITURE

Wood residues and furniture by-products for craft, design and circular product development.

Use the Wood & Furniture Cooperation Framework Model

ALL MODELS SHARE

- Common structure and key questions
- Adaptable to local and national rules
- Optional signature-enabled templates
- Practical annexes and checklists
- Support for test, learning and scaling

1 Select the Cooperation Case & Sector Model

OBJECTIVE

Choose the cooperation case and the most suitable sector-specific framework.

ACTIONS

- Identify industrial supplier
- Identify artisan / craft partner
- Define cooperation objective
- Select sector: Agro-food, Textile, or Wood & Furniture
- Choose the relevant Cooperation Framework Model

EXPECTED OUTPUT

Selected cooperation case and sector-specific Cooperation Framework Model

2 Define Material & Intended Use

OBJECTIVE

Clarify the residual material and the intended use in craft-based products or services.

ACTIONS

- Describe material (type, source)
- Quantity, frequency, variability
- Technical specifications
- Acceptance criteria
- Intended artisan use
- Initial ideas for transformation

EXPECTED OUTPUT

Material and Intended-Use Profile

3 Define Cooperation Conditions

OBJECTIVE

Agree the main conditions for cooperation and material transfer.

ACTIONS

- Roles and responsibilities
- Ownership / possession transfer
- Logistics, storage and handling
- Costs, payment or donation
- Confidentiality
- IP, design and branding
- Liability and insurance
- Fallback arrangements

EXPECTED OUTPUT

Draft Cooperation Framework Inputs

4 Legal, Technical & Safety Check

OBJECTIVE

Verify legal status, technical feasibility and safety requirements.

ACTIONS

- Material legal status (waste / by-product / end-of-waste)
- EU and national requirements
- Technical requirements
- Product safety
- Sector-specific restrictions
- Obtain qualified legal / technical review

EXPECTED OUTPUT

Legal and Technical Readiness Check

5 Test the Cooperation

OBJECTIVE

Pilot the cooperation on a small scale before wider use.

ACTIONS

- Define small test batch
- Delivery and material check
- Usability and transformation test
- Record problems and insights
- Corrective actions
- Green / Yellow / Red decision

EXPECTED OUTPUT

Tested Cooperation Case

6 Formalise & Document

OBJECTIVE

Formalise the cooperation and document the case.

ACTIONS

- Adapt the Cooperation Framework Model
- Finalise roles, specs, logistics, costs and responsibilities
- Legal review where required
- Sign the agreement (if applicable)
- Archive documents and evidence
- Plan next steps and scaling

EXPECTED OUTPUT

Adapted or Signed Cooperation Agreement and Case Documentation

DIGITAL SYMCRAFT TOOL 3 - Industry-Craft Cooperation & Agreement Tool

Supports the entire six-step pathway from case selection to documentation.

Issue Identification
Guided prompts to map legal, technical, safety and contractual issues by sector and country.

Preparation Support
Structure information, roles, conditions and questions for your specific case.

Documentation
Export summaries, checklists and issue maps to support reviews and decisions.

Not a Legal Adviser
Provides orientation and information only - always seek qualified national legal / technical advice.

TOOL 4 - MARKDOWN CONVERTER TOOL

Universal support tool for Solutions 1-3 - converts reviewed Markdown-formatted reports into polished, ready-to-share PDF documents.

PRACTICAL PRINCIPLES

- Start simple, learn fast, scale safely.
- Clarify key issues early.
- Test on a small scale before scaling up.
- Use the right sector model.
- Always obtain case-specific legal advice.

LEGEND

- Agro-food sector
- Textile sector
- Wood & Furniture sector
- 1 Process step
- Digital tool support
- Flow / connection

AUTHORITY & EVIDENCE

The three Cooperation Framework Models are the authoritative instruments of Solution 3. The digital tool supports issue identification, preparation and documentation throughout the approved six-step pathway.

NEXT STEPS

Use this map as your guide. Start with Step 1 and move forward step by step. The models and tools are there to support you.