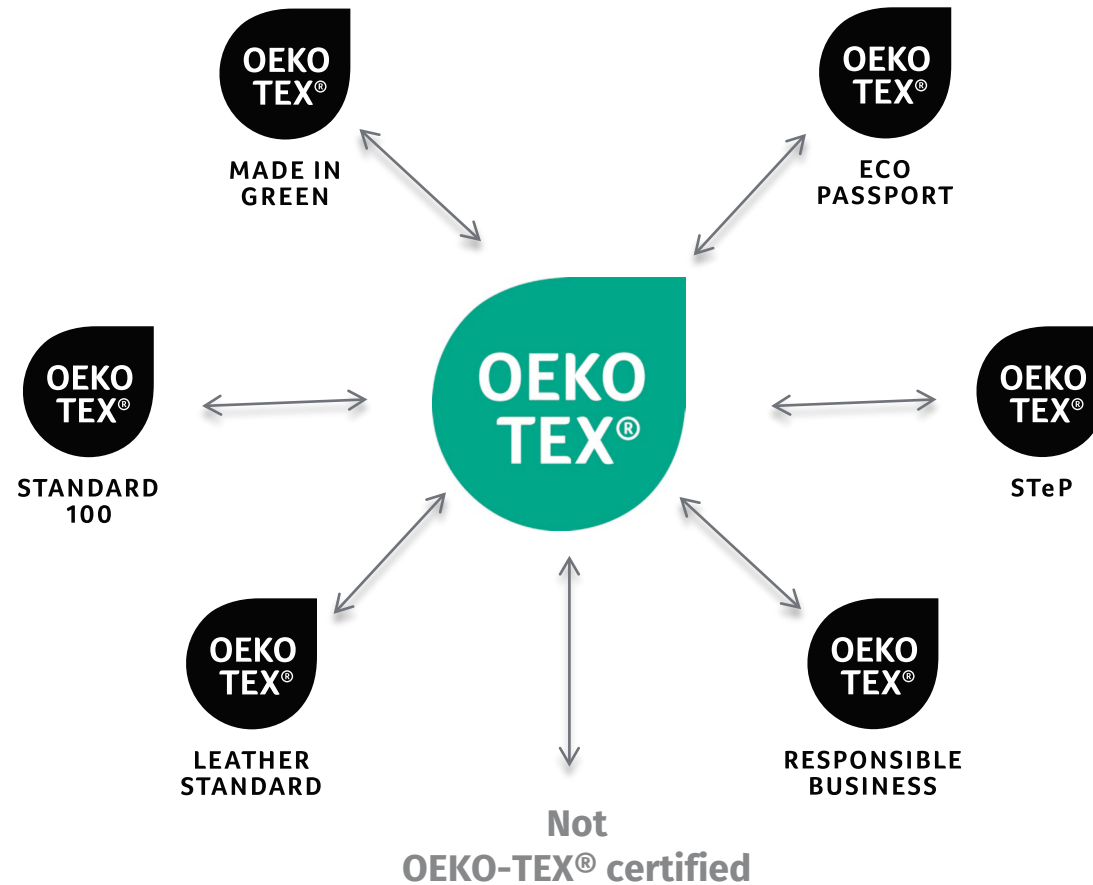


myOEKO-TEX® Platform

- Quick Start Guide



Contents

1. [Access myOEKO-TEX® platform & online applications](#)
2. [Navigate myOEKO-TEX®](#)
3. [Manage OEKO-TEX® services, certificates](#)
4. [Design & download labels \(Label Editor\)](#)
5. [Connect supply chain](#)
6. [View alerts](#)
7. [Visualize supply chain](#)
8. [Update company profile + find OEKO-TEX® customer #](#)
9. [OEKO-TEX® MADE IN GREEN label management](#)
10. [OEKO-TEX® label check](#)
11. [Manage users](#)



1. Access myOEKO-TEX®

Login myOEKO-TEX®

Please log in or register as a new customer to apply for OEKO-TEX® STANDARD 100, OEKO-TEX® LEATHER STANDARD or OEKO-TEX® ECO PASSPORT

B

Username

Username

Password

Password

Log in

C [Register as new customer](#)

D

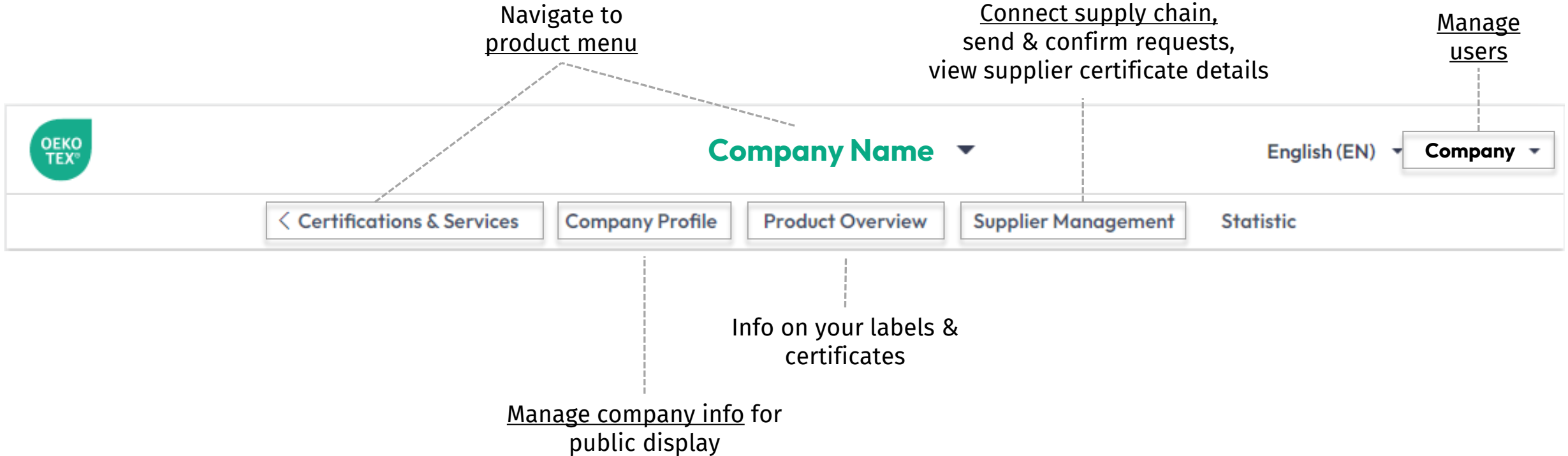
OEKO-TEX® MADE IN GREEN for new customers only **Apply**

OEKO-TEX® STeP for new customers only **Apply**

OEKO-TEX® DETOX TO ZERO for new customers only **Apply**

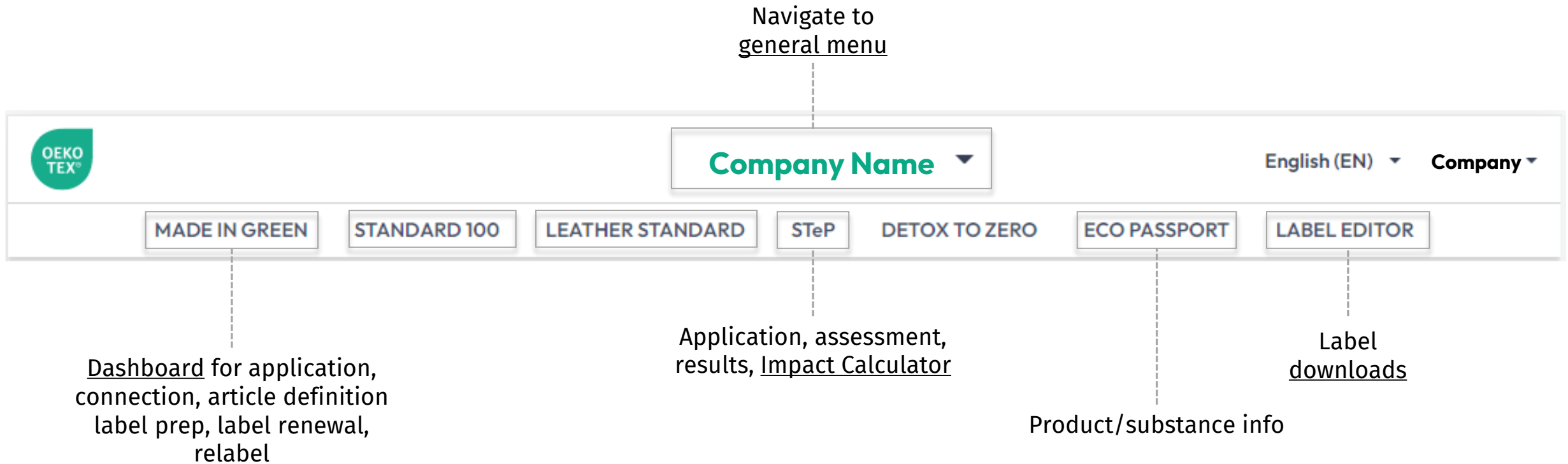
- A. Go to oeko-tex.com & click 'login'
- or -
Go directly to [myOEKO-TEX® Portal](#)
- B. Login
 - Use existing OEKO-TEX® customer login
 - To obtain existing login details, e-mail: service-ot@hohenstein.com
- C. Register as a new customer
- D. New customers – start application (Current customers login first, then apply)

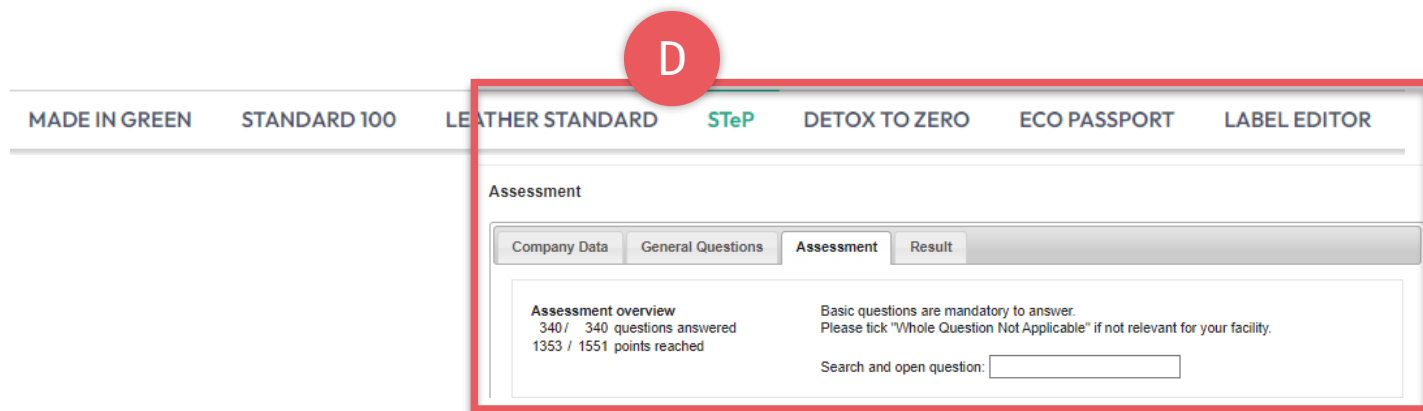
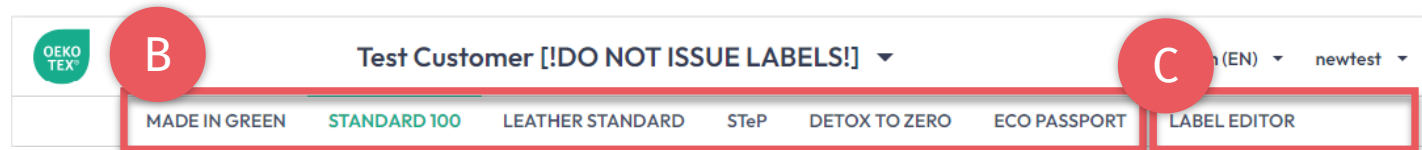
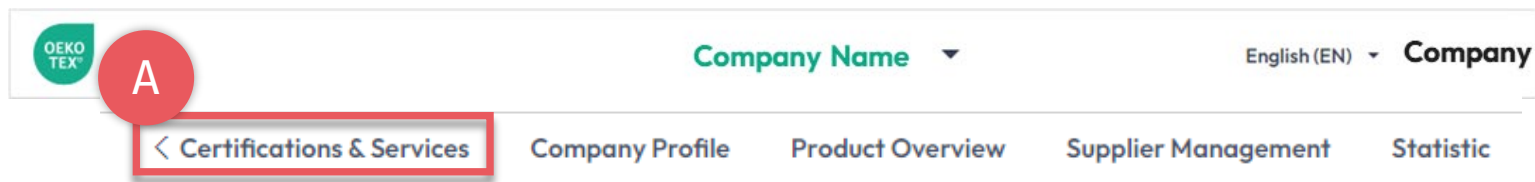
2. myOEKO-TEX® Interface General Menu



2.1 myOEKO-TEX® Interface

Product Menu





3. Manage OEKO-TEX® Services

- Click 'Certification & Services'
- Manage your OEKO-TEX® certifications & labels
 - Download label files for your existing OEKO-TEX® certifications (formats, QR codes, colors)
 - View STeP scores, update your internal assessment for compliance or renewal audit
- Apply for any OEKO-TEX® products that you don't yet have (Choose HOHENSTEIN as your institute)

Your labels

🔍 Search by product ID or certificate number

0 of 0 labels displayed



Design your first label

C

OEKO-TEX®
Labelling Guide

Labelling guide

For more information about Product Labels and how to use them, please see the Labelling Guide.

[View labelling guide](#) →

E



Not sure how to start?

We created a video tutorial explaining how to create labels and hangtags for all your OEKO-TEX® products.

▶ [Start the video tutorial](#)


D

4. OEKO-TEX® Label Editor


- A. Click on company name to navigate to product menu
- B. Click 'LABEL EDITOR'
- C. Click 'Design your first label'
 - Select certificate or label #
 - Select layout options, colors, QR code
- D. [Watch short video tutorial](#)
- E. Follow the [Labelling Guide](#)

Choose a label type ×

Labels are used for woven clothing tags and marketing materials, while hangtags are used for physical products only.



Label A



Hangtag

← Back
Continue → B

🏠 > Label editor > Design label

Products

Please select certificates or MADE IN GREEN labels 2 selected

For all selected products one common label design will be applied in the next step

-
Select all

<input checked="" type="checkbox"/>	TESTCERT-2-Betti0 D	Valid	
<input checked="" type="checkbox"/>	TESTCERT-2-Betti1	Valid	
<input type="checkbox"/>	TESTCERT-2-Betti3	Valid until 30.9.2022	STANDARD 100

STANDARD 100
▼

- MADE IN GREEN
- STANDARD 100
- ECO PASSPORT
- STeP
- LEATHER

← Your labels

1 Products

2 Layout

3 Export

E

Next →

4.1. Label Editor - Product

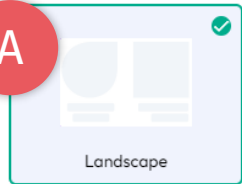
- A. Choose type: 'Label' or 'Hangtag'
- B. Click 'Continue'
- C. Filter by type of OEKO-TEX® certification or label
- D. Select the specific label number(s) to create
- E. Click 'Next'

Layout

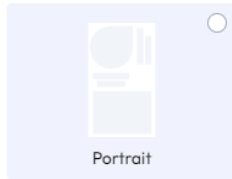
Select label orientation

Do you need a landscape or portrait label?

A



Landscape



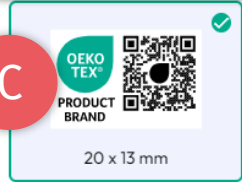
Portrait

Select a template

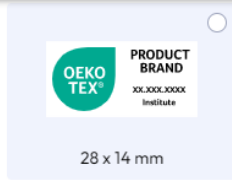
I am creating a label for products sold in the European Union

B

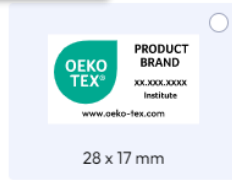
C



20 x 13 mm



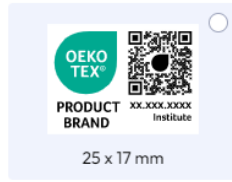
28 x 14 mm



28 x 17 mm



25 x 20 mm



25 x 17 mm

D

Next →

← Previous

✓ Products

2 Layout

3 Export

4.2. Label Editor - Layout

- A. Select 'Vertical' or 'Horizontal' orientation
- B. For EU legal compliance, Select: 'I am creating a label for products sold in the European Union' (This adds "oeko-tex.com" that is required in the EU)
- C. Select a label template
- D. Click 'Next'

Export

Select color schemes

Select one or more color schemes. These will be applied to each label.

Select all



A

Select file formats

Select one or more file formats. These will be applied to each label.

Select all



B

C

← Previous

✓ Products

✓ Layout

3 Export

✚ Export

4.3. Label Editor - Export

- A. Select the label color(s)
- B. Select file format(s) (svg, eps, pdf, png)
- C. Click 'Export' to download a zip file of your label(s) (If you didn't select a location for the download, check your 'Downloads' folder.)

Please refer to the [Labelling Guide](#) for correct usage

The screenshot shows the OEKO-TEX Supplier Management interface. At the top, the 'Supplier Management' tab is highlighted with a red box and callout A. Below it, the 'Direct Suppliers' tab is highlighted with a red box and callout B. A '+ Add Supplier' button is highlighted with a red box and callout C. A 'Sent Requests' section is highlighted with a red dashed box and callout D. A 'Received Requests' section is highlighted with a red dashed box and callout E. The 'Received Requests' section shows a table with columns for Sender, Status, Last Received, and Marked. A detailed view of a request is shown, including fields for Company Brand, Address, and Status (Pending). The request is dated Oct 14, 2019. The detailed view includes checkboxes for 'Contact sender', 'Mark this request for later review', and 'I accept the terms of use!'. There are also checkboxes for 'B2B Website' and 'Release data of my entire supply chain'. At the bottom of the detailed view, there are buttons for 'Reject the request' and 'Accept and save request'.

5. Connect Supply Chain

- A. Click 'Supplier Management'
- B. View 'Direct Suppliers' or 'Indirect Suppliers'
- C. Invite your (certified & uncertified) direct suppliers via '+Add Supplier'
- D. Review sent supplier requests
- E. Confirm pending requests received from customers via 'Accept & save request'

(View detailed supply chain connection guide)



Company Name

English (EN) Company

< Certifications & Services Company Profile Product Overview **Supplier Management** Statistic

Direct Suppliers Indirect Suppliers Supplier Tree Supplier **Alerts**

Alerts

Export to Excel

If you are looking for alternative OEKO-TEX® certified suppliers, click here: [Buying Guide](#)

Filter (Displaying 1 of 1 suppliers.)

Name	Country	Certifications	STeP Performance	Type(s) of Operation	STeP valid to	Alerts
Dog Ready Made Garments S.p.A. customer-26 Name2	Austria	STeP		F: Making up of products	Jan 16, 2022	1

Dog Ready Made Garments S.p.A. customer-26 Name2

Show supplier KPIs

Sunny Street 26

More address info (26)

Post Code: 1234-26

City: Metropolis

Country: Austria

Institute: INST-1083

Certifications: STeP

STeP Certificate: 19000066

Certificate Scope:

This is the certificate scope.

STeP certificate is valid until: Jan 16, 2022

STeP alert:

19000066: No valid audit found

6. View Alerts

- A. Click 'Supplier Management'
- B. Click 'Alerts'
- C. Track supplier certificate expirations

C

The screenshot displays the OEKO-TEX Supplier Management interface. At the top, the 'Supplier Management' tab is selected. Below it, the 'Supplier Tree' view is active, showing a hierarchy of suppliers. The root node is 'Bettina Brand Austria' with a 60% score. It branches into five sub-suppliers: Bettina Mills Ltd. (67%), Cat Mills Ltd. (60%), Dog Mills Ltd. (66%), Alligator Mills (46%), and Alligator Spinni... (Austria). A 'Display STeP Module' dropdown menu is open, showing options: Quality Management (selected), All, Chemical Management, Environmental Performance, Environmental Management, Social Responsibility, and Health and Safety. A red circle with the letter 'A' is positioned over the 'Supplier Management' tab.

7. Visualize Supply Chain

- A. Click 'Supplier Management'
- B. Click 'Supplier Tree'
- C. View direct & indirect suppliers - marked with certificates (STeP, STANDARD 100, LEATHER STANDARD)
- D. Click your company name to view supply chain's OEKO-TEX® STeP scoring – overall or for each module
- E. Evaluate suppliers according to their OEKO-TEX® STeP scoring – overall or for each module

OEKO-TEX®

English (EN) Company

Company Name

< Certifications & Services Company Profile Product Overview Supplier Management Statistic

Company Profile

Bettina Brand AG

Customer number
C7C44YLML1

Bettina Brand AG
Street 1
95701 City
Austria
Email: info@bettinabrand.com

Show this address in the OEKO-TEX® Buying Guide? Yes

Edit

The first address comes from the master data that is connected with your OEKO-TEX® certificates and cannot be changed. You can deactivate the display of the address in the Buying Guide and indicate any further contact addresses.

Bettina Brand AG
Street 1
95701 City
Austria

Phone
Email: info@bettinabrand.com

Shall this address be displayed in the OEKO-TEX® Buying Guide? Yes No

Logo web link:
This link will be added to your logo.

Add a new address

Web addresses:
Please separate multiple addresses with commas

Cancel Store changes

8. Company Profile

For display on oeko-tex.com Buying Guide

- A. Click company name to switch between menus
- B. Click 'Company Profile'
- C. View your OEKO-TEX® customer number
- D. Click 'Edit' & complete the info
- E. Select 'Yes' to show in Buying Guide
- F. Click 'Store changes'

(View detailed Buying Guide instructions)



Company Name

English (EN) Company

< Certifications & Services

Company Profile

Product Overview

Supplier Management

Statistic

MADE IN GREEN

STANDARD 100

LEATHER STANDARD

StEP

DETOX TO ZERO

ECO PASSPORT

LABEL EDITOR

Articles / Requests

Labels

Product lines

Alerts

Articles

+ Add Article

+ Relabel

Export xlsx

Enter MIG product ID to rel

Article name	Article number	Article internal remark	Submitted	
BLANKET	110			Show supply chain
Testex cushion cover	123			Show supply chain
Baby shoe	123			Show supply chain

Archived articles

Article name	Article number	EAN	Submitted	
Bathrobe, 100%Microfiber	2332322222			Show supply chain

9. MADE IN GREEN Management

- A. Click 'MADE IN GREEN'
- B. Click 'Article/Requests'
- C. Add a new article via '+Add Article'
- D. Relabel a supplier's MADE IN GREEN labelled product via '+Relabel'
- E. View & edit existing articles including their supply chain
- F. Archive unused articles & view archives list

(View MADE IN GREEN Technical Manuals)



Company Name

English (EN) Company

MADE IN GREEN

STANDARD 100

LEATHER STANDARD

STeP

DETOX TO ZERO

ECO PASSPORT

LABEL EDITOR

Articles / Requests

Labels

Product lines

Alerts

I

Sent Requests

G

Contact

Receiver



Country



Unanswered / Total



All

With unanswered requests

H

Received Requests

Sender



Country



U

Articles / Requests

Labels

Product lines

Alerts

Received Requests

← Back

Company Name

Show profile

Pending

Article name: Towel
Article number: 12942
MiG Label Number: M21LM35T6

Article Description:
Towel produced from white and dyed terry fabric made of 100% Cotton, 450 gsm
Used in articles: SET 3PCS BATH TOWELS 100% COTTON.SCALPERS HOME

Classifications:
▪ Fabrics
▪ Woven fabric
▪ Home textiles

Confirm request

9.1 MADE IN GREEN Management

In 'Article / Requests' tab

- G. Review sent & received component requests
- H. Confirm pending received requests from customers via 'Confirm request'

In 'Alerts' tab

- I. View expirations of components from direct & indirect suppliers including the certificates involved in the label's supply chain

(View MADE IN GREEN Technical Manuals)

OEKO-TEX® Label Check

Want to check an OEKO-TEX® label is official?

Simply enter its number below. All our label numbers are case sensitive. If your Label Check does not bring up a result, please [contact us](#).



[Withdrawn certificates and labels](#) >

The product ID is traceable.

The certificate is valid



Supply Chain



STANDARD 100 by OEKO-TEX®
Certified according to annex 6

Product class:

|

Type of certified article:

Woven terry products like towel, bath sheet, bath mat, bathrobe made of 100 % cotton, cotton/modal, cotton/linen, cotton/polyester, cotton/recycled polyester, cotton/viscose (bamboo) in raw white, bleached white, reactive yarn dyed, reactive solid dyed, reactive printed (only on 100 % cotton, cotton/polyester, cotton/recycled

10. OEKO-TEX® Label Check

Go to 'Label Check' on [oeko-tex.com](https://www.oeko-tex.com)

- Trace an OEKO-TEX® MADE IN GREEN label, view article information & supply chain on map
- Validate OEKO-TEX® certificates

([View Label Check guide](#))

Company Name ▾ English (EN) ▾ **Company**

< Certifications & Services Company Profile Product Overview Supplier Management **User management** Sign out

Users

Username	Last login	Date joined
kimmel	Mar 8, 2022, 6:27:34 AM	Mar 2, 2015, 7:43:53 AM
newtest	Nov 4, 2022, 2:57:05 PM	Jun 28, 2012, 6:17:40 AM

+ Invite user

Invite user ✕

Please enter the e-mail address you want to send the invitation to.

Please be aware that by doing this, you are granting them full permissions over your company's account at MyOEKO-TEX®.

Invite

Invitations

E-Mail	Invited by	Invited on	Revoke
sales@bettinabrand.com	bettinabrand	St	Revoke invitation

Revoke invitation? ✕

Are you sure you want to revoke your invitation to this user?

✕ Cancel **✓ Revoke**

11. User Management

- A. Click on your company name in the in upper right-hand corner
- B. Click 'User management'
- C. View active users list
- D. Add a new user to company's myOEKO-TEX® account
- E. Click 'Invite user'
- F. Enter email address
- G. Click 'Invite'
- H. Unconfirmed invitations can be revoked, if necessary

A

MyOEKO-TEX® Invitation

You have been invited by b.turner@bettinabrand.com to join the company Bettina Brand AG at MyOEKO-TEX®. Please follow the link below to accept the invitation.

Accept invitation

C

MyOEKO-TEX® User Registration

The registration at MyOEKO-TEX® for your company Bettina Brand AG is almost complete.

Please follow the link below to complete your registration and set a password for your account. The link is valid for the next 24 hours.

In case you did not request this you can safely ignore this email.

Complete registration

Set password

Please enter your new password.

Enter your new password

.....

Confirm your new password

.....

Set new password

E

MyOEKO-TEX® User Registration

Thank you for your registration at MyOEKO-TEX® for your company Bettina Brand AG!

From now on, you can always log in on the login page using the password you just set.

Log in

Registration complete

Your registration is completed. You may go ahead and log in now.

Log in

11.1 User Registration

- A. New user receives email 1 from info@oeko-tex.com
- B. Click 'Accept invitation'
- C. Receive confirmation email 2
- D. Click 'Complete registration' within 24 hours
 - Enter new password
 - Click 'Set new password'
- E. Receive confirmation email 3
- F. Log into myOEKO-TEX® company account

A large, light blue circular graphic is centered on a dark blue background. The circle is partially cut off on the right side by a vertical bar of the same color. The text 'Hohenstein.US/OEKO-TEX' is centered horizontally across the circle and the bar.

Hohenstein.US/OEKO-TEX