

#### Introduction

Webinar: Getting ready for submitting SCIP notifications

19 November 2020

Clara Rueda, ECHA







#### **Agenda**

- Introduction
- SCIP data preparation

('Grouping', 'hierarchy', recommendations)
Telmo Vieira Prazeres

SCIP tools

Ferran Villar Garcia

- Tools to refer to data already submitted to ECHA
   `Referencing' and Simplified SCIP Notification (DEMO)
   Clara Rueda and Tommy Hägg
- Concluding remarks

#### Webinar open for questions





## Q&A

Join Q&A at: slido.com
 Event code: #scip2020

- Send questions at any time we will answer as many as possible until 15:00 Helsinki time
- We can only answer questions related to the scope of the webinar
- If your question is not answered by the end of the webinar, send it via our contact form: <a href="mailto:echa.europa.eu/contact">echa.europa.eu/contact</a>





#### SCIP data preparation

Webinar: Getting ready for submitting SCIP notifications

19 November 2020

Telmo Vieira Prazeres, ECHA





#### **Summary**

- Introduction to the SCIP database and to the SCIP notification duty
- How to get prepared
- ECHA recommended solution(s) for level of reporting ('grouping' and 'hierarchy')
- Recommendations for preparing and submitting SCIP notifications

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# SCIP Database

 Database of information on Substances of Concern In articles, as such or in complex objects (Products)















- Established under the Waste Framework Directive (WFD)
- Ensures information about substances of very high concern (SVHCs) is available throughout the whole life cycle of products and materials, including at the waste stage



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# **SCIP** Database objectives

Reduce the content of (severely) hazardous substances in materials and products, including recycled materials

Push for **substitution** of substances of concern & **prevention** of waste generation containing hazardous substances









circular economy: improve waste treatment operations



Increase authorities' information basis on substances in articles



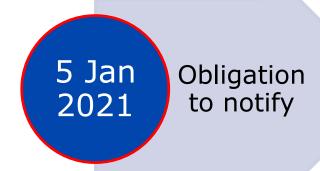




#### Opened on 28 October 2020

to receive data to fulfil legal obligation

28 Oct 2020 SCIP v1 (opened to receive notifications)



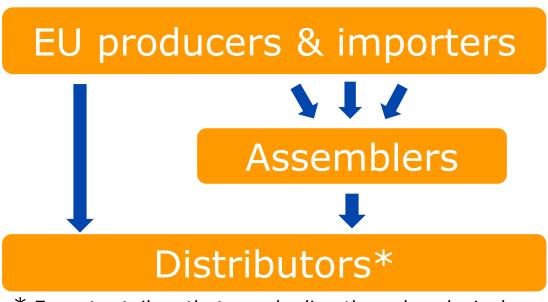


## SCIP notification duty

Any supplier of articles containing above 0.1% w/w of a substance of very high concern on the Candidate List

(WFD - Directive 2008/98/EC, Article 9(1)(i))

**Note:** There is no tonnage trigger for this duty



\* Except retailers that supply directly and exclusively to consumers





#### **Non-EU suppliers**



Not allowed to submit SCIP notifications

**NO OBLIGATIONS** 

Support **importers** in the EU to fulfil their regulatory obligations by submitting SCIP notifications to ECHA







# **SCIP Get prepared!**







#### **Visit our SCIP webpage:**

echa.europa.eu/scip

SCIP Database

Suppliers of articles

Waste operators

Consumers and SCIP

- SCIP support
- Tools to prepare and submit notifications

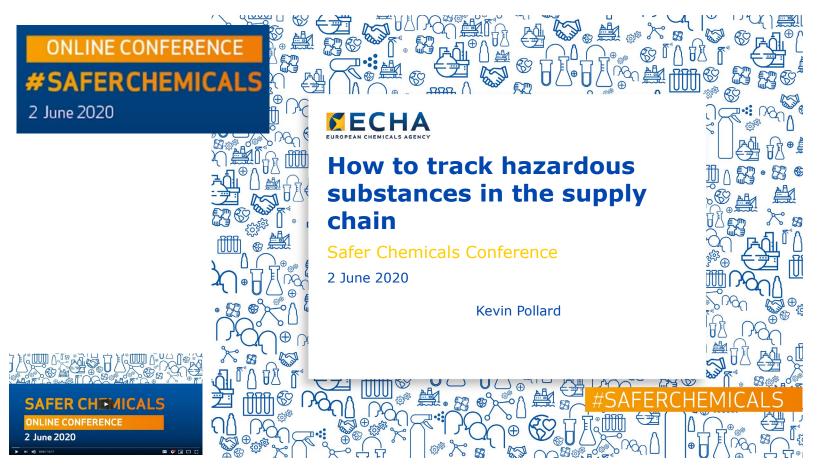








# How to track hazardous substances in the supply chain



https://echa.europa.eu/-/safer-chemicals-conference-2020



# **SCIP Get prepared!**



#### **HOW TO PREPARE FOR SCIP?**

- Find out whether you need to submit a SCIP notification
- 2 Know and understand the information requirements
- **3** Know your portfolio of articles
- **4** Adapt your data
- **5** Prepare your submission
- **6** Submit your notification

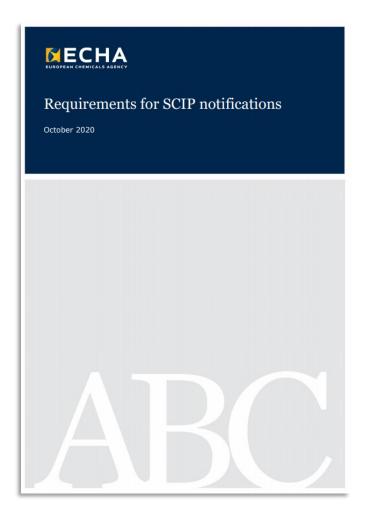


# **SCIP Get prepared!**





# SCIP Requirements



# Requirements for SCIP notifications

- Introduction
  - Duty holders
  - Scope
  - Timelines
- Information requirements
- Recommended solutions for level of reporting
  - 'Grouping'
  - 'Hierarchy'





### **Information requirements**





#### **Common**



- Identifiers
- Categorisation
- Characteristics



## Complex objects (only)

## Complex object components

Identifiers

- Article name
- Other names (brand, model)
- Primary article identifier (EAN, GTIN, catalogue number, part number...)
- Other identifiers (EAN, GTIN, catalogue number, part number...)

#### Categorisation

- Article category (CN/TARIC code)
- Production in the EU

Characteristics (picture, dimensions, colour, weight...)

Safe use instructions

# Articles as such (only)



(Concern elements)

Candidate List substance in the article



# Identification of articles and complex objects















## **ECHA** Identification of articles and complex objects

	Communication in supply chain (REACH Art. 33(1))	SCIP Notification	
Conditions	Substance of very high concern in the Candidate List  'Article' defined under REAC  (shape, surface and design),		
Information	Sufficient information to allow safe use of the article, considering all life-cycle stages, as well as foreseeable misuse, recycling and disposal		
Identification	Available on articles/products on shelves/labels, in catalogues, etc.	Needs to be provided	
Format	Not specified  To be used?	SCIP format by ECHA	

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#### **Target audiences**











Available info to

- ✓ drive waste stream decisions
- ✓ support compliant re-use
- ✓ increase recycled materials





## Consumers and other interested parties

- Empower informed choices
- ✓ Improve targeted disposal



#### **Authorities**

- ✓ SVHC monitoring to address regulatory actions
- ✓ Available info to support (waste) policy decisions
- ✓ Support enforcement



# Recommendation concerning the identification of the article or complex object

- Provide sufficient identifiers (names and alphanumeric identifiers available in products, labels, catalogues, etc) enabling to search in the SCIP database for the information linked to a specific product placed on the market by e.g.
  - waste operators,
  - o consumers,
  - authorities,
  - actors in the supply chain.

The name and the primary article identifier assigned by the submitter (to facilitate creation and submission of notifications) are most likely not sufficient for the purposes of the SCIP database. Other names and identifiers may most likely needed to be submitted.



# Making information available















#### **Making information** available

- ECHA will **publish** the information as **received** on its website.
- The **quality** of the data remains the responsibility of each duty holder.







# Protecting confidential information



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#### **Submitter's information**

SCIP will not disclose the link between the notification and its submitter (legal entity)

#### **Identifiers**

Only identifiers of articles notified as such, or identifiers of top level articles, complex objects, will be disclosed

#### Level of reporting and text fields

You have a responsibility to avoid reporting information that could disclose other commercially sensitive information (e.g. detailed product composition or trade volumes)

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# ECHA recommended solution(s) for 'grouping'









#### The fully identical articles



**Fully identical articles** means articles on their own with

- the exact same function or use (e.g. same name and article category),
- the same physical form (shape, surface and design),
- and the same chemical composition.

**Example:** 100 fully identical screws = 100 SCIP notifications?

No!

One SCIP notification covering the 100 fully identical screws

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#### Quasi-identical articles as such

#### Criteria for *quasi-identical* articles as such:

- The articles have the same function or use (e.g. same name and article category);
- They contain the same Candidate List substance(s);
- The material that the articles are made of is the same;
- The safe use instructions are the same, which is a logical consequence of the previous two criteria.



**Recommendation:** articles meeting these criteria can be submitted in the same SCIP notification, provided that the right elements for the identification of each <u>identical article</u> (e.g. names and alphanumeric identifiers) are included in the notification.

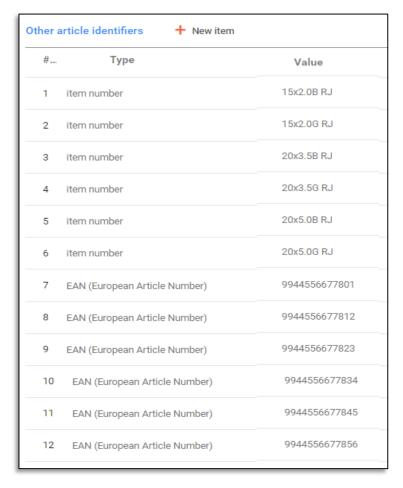
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#### Quasi-identical articles as such: example





**Example:** O-rings made of the same material containing the same Candidate List substance, but of different width, diameter or colour

They can be submitted in the same SCIP notification, provided that the right elements for the identification of each (identical) article are included in the notification.

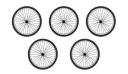
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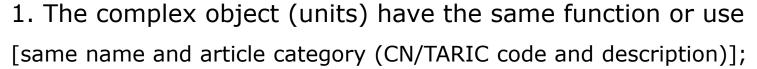
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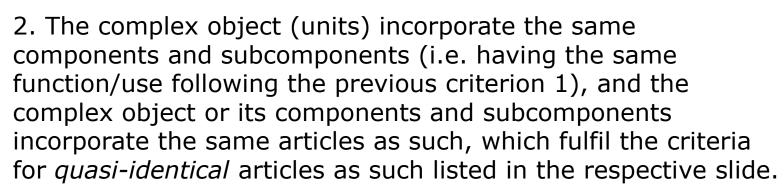
#### Quasi-identical complex objects

#### Criteria for quasi-identical complex objects:











3. The safe use instructions are the same for the complex object (units)

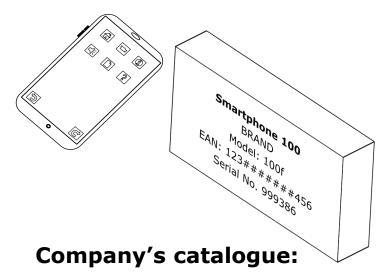


[which is a logical consequence of the two criteria above]

Recommendation: complex objects meeting these criteria can be submitted in the same SCIP notification



## **ECHA** Example: sets of quasiidentical complex objects



**Smartphone 100** 

Brand: BRAND

Model: 100f

Bar code number (EAN):

123#######456

Note: serial numbers available for the 649 units 999350-999999

Several units from the 649 units placed on the market by a company incorporate the same combinations of components and subcomponents with articles as such containing Candidate List substances.

> Subject to the SCIP notification obligation

Those combinations are the same for different **sets of** the assembled **units**, where those units fulfil the criteria of quasi-identical complex objects.

Each of those sets must be submitted to the SCIP database as **one notification** with a specific primary article identifier



## **ECHA** Example: the SCIP identification



#### "Smartphone 100"

Required specific identification of the "smartphone 100" sets for SCIP notifications				
Primary article identifier	Primary ID	Primary ID	Primary ID	
	(Set 1)	(Set 2)	(Set 3)	
	200 units	350 units	99 units	
Smartphone 100	100-1	100-2	100-3	
O Printed Circuit Board PCB	PCB-01	PCB-02	-	
Ø Capacitor CAP	CAP-001	CAP-002	-	
- Contact CO	CO-0001 ¶ SVHC 1	CO-0001 ¶ SVHC 1	-	
- Casing CA	CA-0002 ¶ SVHC 2	-	-	
O Battery BAT	BAT-03 ¶ SVHC 3	-	BAT-03 ¶ SVHC 3	

It is recommended to submit one SCIP notification for each set of quasi-identical smartphones (100-1, 100-2 and 100-3). Do not submit a SCIP notification for each individual unit.

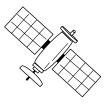










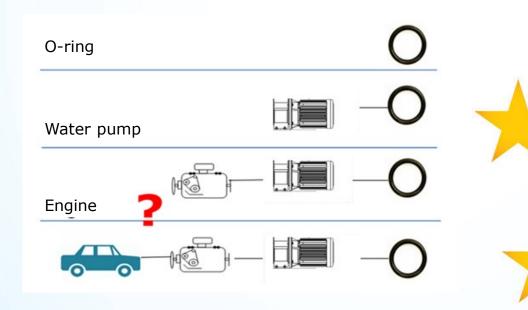


## No submissions for each single unit

- Submissions for each single unit placed on the market must be avoided
- Do not submit a notification for each unit: it is the same as submitting the same required SCIP data multiple times. The WFD requires one notification per article and not per unit.
- Companies should submit identifiers or make them available in supply chains to allow users to search in the SCIP database for the information linked to a specific product placed on the market



ECHA recommended solution for 'hierarchy' (for complex objects)









Requirements for SCIP notifications

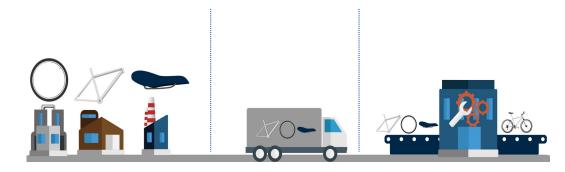






## Recommendation for structuring 'hierarchy' for complex objects

Structure the 'hierarchy' based on practical considerations, to include the number of layers that reflect the incorporation of the articles in subcomponents, as well as the incorporation of the subcomponents and components in that complex object at **each assembling stage**.



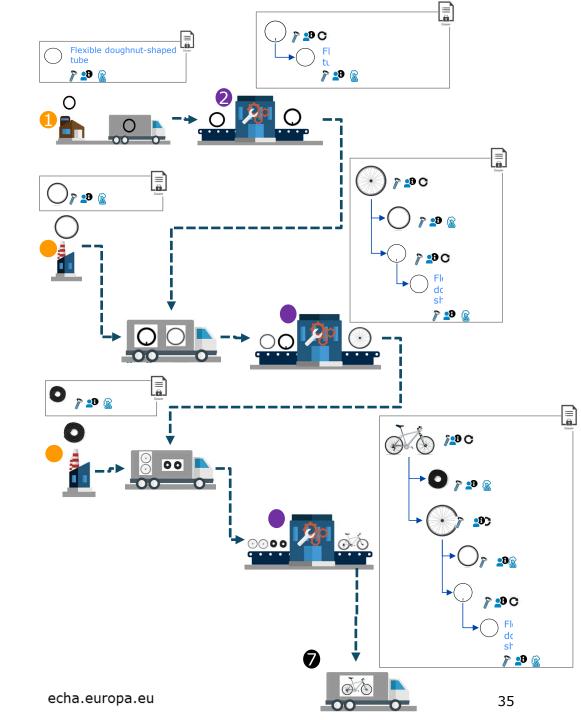
- Industry and sector associations should support their members in finding the better solutions that 'fit-for-purpose'.
- Work in a collaborative way within your supply chain with suppliers and customers. Use 'referencing' in a SCIP notification when preparing your notification.

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# Structuring the 'hierarchy' in a SCIP notification

- Follow the assembling of complex objects looking at the inputs and outputs of each assembling stage
- Make use of 'referencing', whenever possible



## SCIP

Recommendations for preparing and submitting SCIP notifications













**Be transparent** by making efforts to submit and structure your information in a clear and understandable way to be useful for users of the SCIP database, while ensuring compliance

#### Keep in mind your company's image

• Be aware that the publicly available information in the SCIP database will potentially be subject to scrutiny by users of the database, namely waste operators, consumers, NGOs representing the interests of consumers, and Member States authorities.

SCIP notifications <u>without information in addition</u> to the mandatory fields to submit a successful notification <u>are potentially not compliant</u> and <u>may not fulfil the SCIP objectives</u>.



#### Avoid submission of incomplete or unclear SCIP notifications

- Provide a clear identification for the article or complex objects placed on the market to enable searches by users of the database (using e.g. other names, other identifiers, characteristics, pictures)
- Provide sufficient information, including instructions, to support
  waste operators to treat properly waste (e.g. by including safe use
  instructions, uploading disassembling instructions, providing
  accurate concentration ranges), once the articles or complex
  objects become waste

Report the information following the purpose of each field (e.g. do not use the "safe use instructions" to report location of substance).

Avoid to submit the same information multiple times! Do not make submissions for each unit of a complex object placed on the market, where you can group those units using the quasi-identical complex object criteria.

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Take sufficient time before submitting your notifications to

- work in a collaborative way within your supply chain with suppliers and customers.
- use 'referencing' in a SCIP notification when preparing your notification.
- facilitate the work of distributors placing your products on the market by allowing them to use the Simplified SCIP Notification (SSN)

Prepare simpler notifications by using 'referencing', and following the 'grouping' and the 'hierarchy' recommendations from ECHA

If you are submitting your notifications via system-to-system (S2S), consider asking your IT service provider to implement features that allow using 'referencing' and allow you to follow the 'grouping' and the 'hierarchy' recommendations from ECHA

Avoid submit notifications by mistake. ECHA is not able to delete submissions, neither prevent its dissemination.

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Avoid to the extent possible the need to submit updates to correct minor mistakes. Ensure the quality of the data before submitting your notification.

Run the validation of your dossiers in IUCLID before submitting your notification. If you are submitting via S2S, please validate representative dossiers in IUCLID.

Become familiarised with the validation checks that are implemented in the ECHA submission portal in addition to those available in IUCLID.







## **IT Tools**

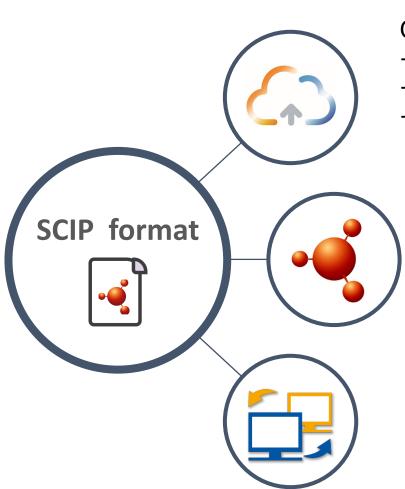
November 2020 Webinar SCIP

Ferran Villar Garcia SCIP Team European Chemicals Agency





### Prepare and Submit SCIP notifications



#### Online in ECHA Cloud service

- Maintained by ECHA
- Secure data storage
- More:

https://echa.europa.eu/support/dossier-submission-tools/echa-cloud-services

#### Offline in IUCLID 6

- Downloaded from IUCLID website
- Desktop and server versions
- Public IUCLID API
- More: <a href="https://iuclid6.echa.europa.eu/">https://iuclid6.echa.europa.eu/</a>

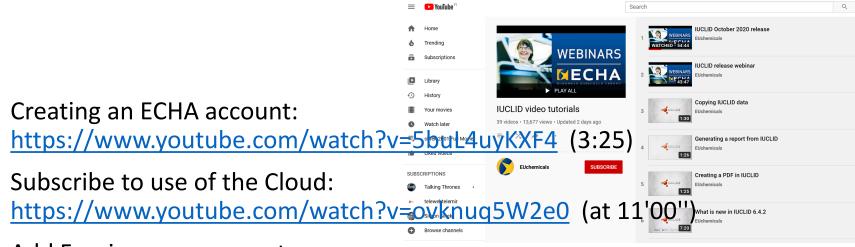
#### System-to-system service

- Prepared in company's system
- Automated approach
- Bulk submissions



#### Video tutorials available on how to get started

https://www.youtube.com/playlist?list=PLOPGDACSd6qyDkdXwPua1Fjb5bJksY75k



Add Foreign user account:

https://www.youtube.com/watch?v=4JGsQUbGYqw (3:25)

**IUCLID Cloud:** 

https://www.youtube.com/watch?v=kXaDjajaDOU (1:11)



#### **Tools:** IUCLID6

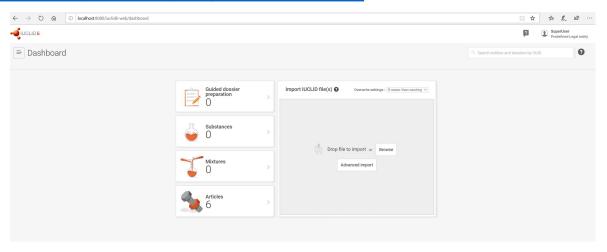
https://iuclid6.echa.europa.eu/

• Download centre (Offline in IUCLID 6):

https://iuclid6.echa.europa.eu/download

Public API descriptions:

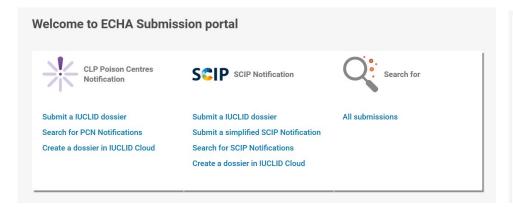
https://iuclid6.echa.europa.eu/project-iuclid-6

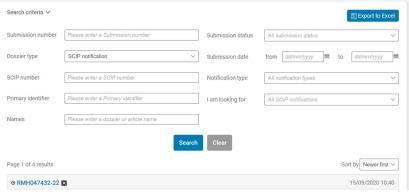


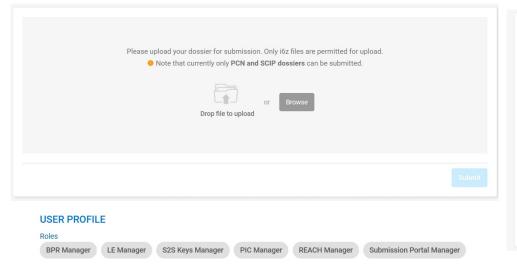


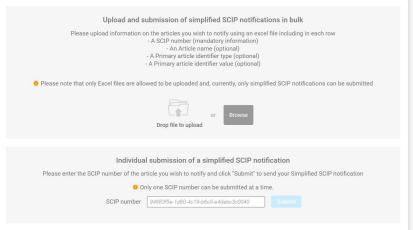


#### **Tools:** Submission Portal



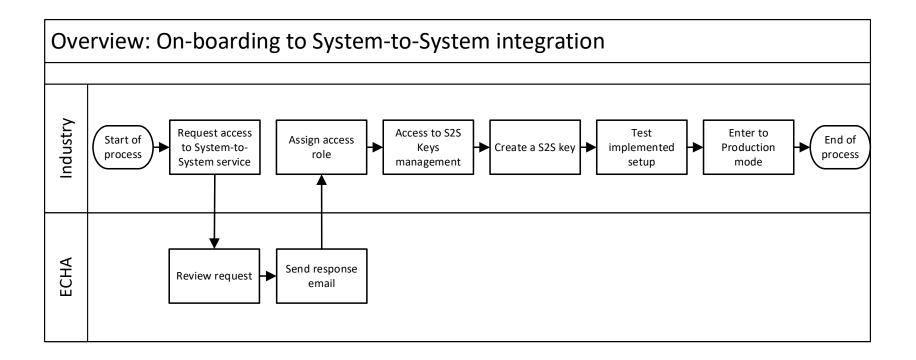








# **S2S** - How to get on-board?



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#### **S2S** - Service request

- When you ask for S2S service you may
  - Ask only for one Legal Entity
    - ECHA account username
    - Legal Entity UUID that wants to submit dossier
    - Legal Entity name
    - Software used to connect to ECHA system
  - Ask for multiple Legal Entities
    - Information about your company
    - Process you have in place to legitimate your member companies
    - Excel file containing Legal Entity name and UUI

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#### **Production Environment**



#### Production submissions will be kept and published!



We have received some requests to delete SCIP notifications submitted to the SCIP database. ECHA does not have the capacity to delete SCIP notifications submitted to us on the production environment. The information submitted to the SCIP database will be publicly available and therefore readily available on our website from early next year.

ECHA will publish the information, as received, on its website. The quality of the data remains the responsibility of each duty holder.

In order to avoid any misunderstanding about the environment used to submit SCIP data, we recommend you to pay extra attention to the layout and the messages included in the ECHA submission portal environment if you are using the ECHA Submission portal user interface and also the need of a test flag in the HTTP header when submitting testing data via S2S.

https://echa.europa.eu/home



4.2 Test flags

#### Test Environment for S2S

- Submissions made in the context of the integration tests will not be further processed i.e. will not disseminated.
- See technical documentation for further information

system:		
Table 17: Test flags in the HTTP Header		
Request Param	Description	
X-ECHA-Mode	HTTP Header to indicate the mode of operation, i.e.  X-ECHA-Mode=test while testing;  X-ECHA-Mode must be omitted when switching to Production mode.  In case it is provided and takes a value other than "test", it causes a 400 - Bad request.	
X-ECHA-Test-Run	A test run identifier effectively provides an isolated testing environment, both from regular production submissions, but also from test submissions with a different test run identifier.  It allows grouping multiple submissions, potentially from different legal entities, into a single test run, in order, in particular, to verify cross-submission and even cross-legal entity portal business rules. As a consequence, the same dossiers (and associated UUIDs, UFI, etc) can be reused in different test runs, without interfering with each other. The expected structure of the identifier consists of two parts separated by a dash "-" character: a globally unique alphanumeric "company" prefix, and an incremental number. Note that the uniqueness of the prefix is not ensured by technical means. Integrators are advised to use a characteristic acronym or name that has little chance to be selected by another company or group e.g. the legal entity key. Obviously, generic choices such as "test", "pilot", "echa", should be avoided.  This must be only provided when X-ECHA-Mode=test, otherwise it causes a 400 - Bad request.  This must be always provided in lower case.	

ECHA Submission portal supports the aforementioned testing phases by using two HTTP Header elements that have to be provided while testing in every request performed by the industry

X-ECHA-Mode	X-ECHA-Test-Run	Testing phase/purpose
test	(absent)	Connectivity tests - no actual processing of the submitted file - dummy responses
test	(absent)	Authentication and authorisation tests - no actual processing of the submitted file - dummy responses
test	mycompanyid-001 (example)	Integration tests - actual processing of the submitted file - actual response
(absent)	(absent)	Production mode - actual processing of the submitted file - actual response - valid dossiers are dispatched - valid dossiers become available in Remote Access portal



#### Support while preparing your notifications

Do you want a share your Articles with ECHA? We can provide feedback to ensure that the work you are performing is aligned on the recommendations ECHA has been presenting.

- Concerning the identification of the article or complex object
- Concerning the hierarchy to drive the location of the concern element
- Concerning the grouping used to simplify your notifications
- Concerning the categorisation of the article or complex object

Remember that from the i6z we are not going to deduct any LE name and that all the information we will be reviewing won't be disclosed in any manners to third parties.

Now to be the right moment to perform those activities so initial submissions are aligned with latest recommendations ©!



#### Documentation

#### SCIP support

Support materials and questions and answers are available to help companies understand the SCIP database and to prepare their information on articles that contain Candidate List substances in a concentration above 0.1 % w/w. If you cannot find the information you are looking for, you can contact ECHA.

#### Information requirements



- Requirements for SCIP Notifications [PDF] [EN]
- Materials categories for the SCIP database [PDF] [EN]

#### SCIP Database Notifications

- How to prepare and submit a SCIP notification [PDF] [EN]
- Tools to refer to SCIP data already submitted to ECHA [PDF] [EN]
- Validation rules for SCIP notifications [PDF] [EN]
- Dissemination and confidentiality in the SCIP Database [PDF] [EN]





https://echa.europa.eu/scip-support

https://echa.europa.eu/de/manuals?panel=s2s#s2s



# Tools to refer to data already submitted to ECHA (Demo)

Webinar: Getting ready for submitting SCIP notifications

19 November 2020

Clara Rueda, ECHA Tommy Hägg, ECHA





# **Tools to refer to data successfully submitted to SCIP**

**Aim:** facilitating data management, reducing the complexity of the obligation and the need to repeat already submitted data.

**How?** A company can create a notification by referring to a previous notification (**Simplified SCIP notification**) or can create a 'light weight' dossier by including 'referencing' to already submitted information for components in complex objects ('**Referencing'** in a SCIP notification).

Each duty holder is responsible for the information submitted.



It is up to the individual actors in the supply chain, or otherwise, to enter into the necessary arrangements, if considered needed, to use these voluntary tools.

# 'Referencing' in a SCIP notification





# 'Referencing' in a SCIP notification

- An assembler using 'referencing' can create a "light-weight" dossier for a complex object, where the complex object component information is represented by the SCIP number of the already submitted component.
- Pre-condition: to receive the SCIP number of the article's or complex object's SCIP notification already submitted to ECHA.
   (for instance as an element of the information to be provided by your supplier

#### Common scenarios:

under REACH Art. 33(1).)

- Assemblers making 'referencing' to data submitted by their suppliers.
- Assemblers making 'referencing' to data already submitted by themselves.

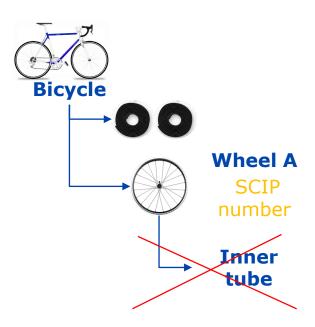
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# **Basic principles**

- 1. No change on the physical form nor composition on the referenced article is allowed
- No change on the article

- 2. The article referenced is always a component of a more complex object.
- 3. The article referenced can not have additional components linked to it.
- 4. By using 'referencing' you are **linking your notification** to your supplier's article or complex object notification and its updates.

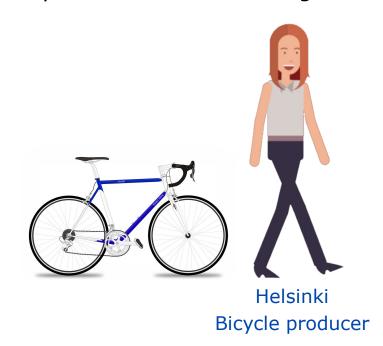




# Demo use case 'Referencing'

We are a **bicycle producer** located in Helsinki, Finland and our wheel's supplier has informed us that the wheel A, he is supplying, contains a substance of very high concern. He informs us that he has already submitted a SCIP notification for wheel A.

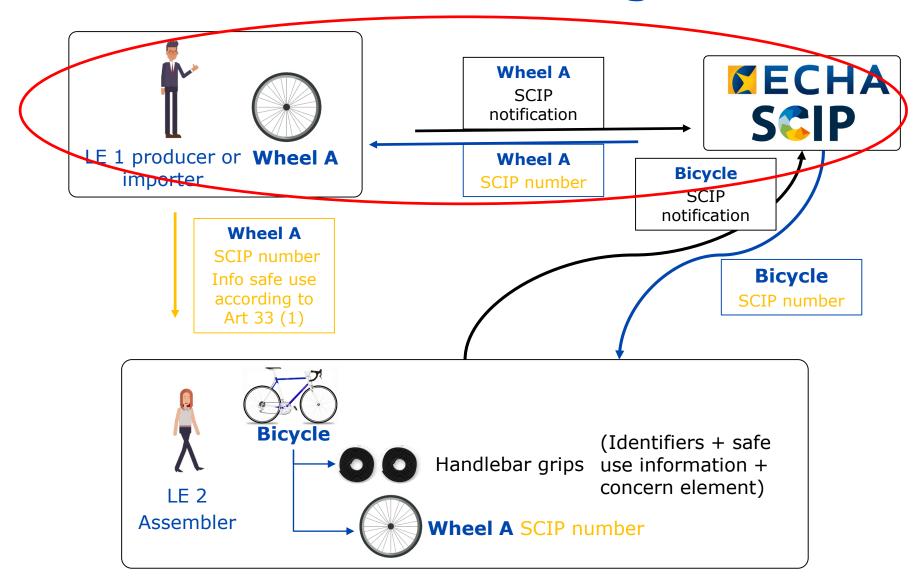
We have identified that this type of wheel is used in our CB Blue steel 26" bicycle so we have the obligation to submit a SCIP notification for it.





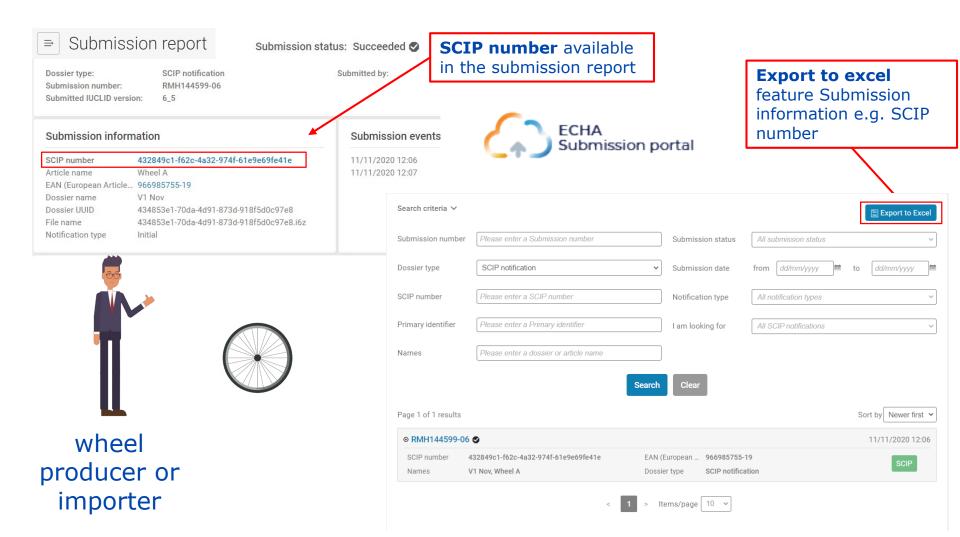


### Referencing overview



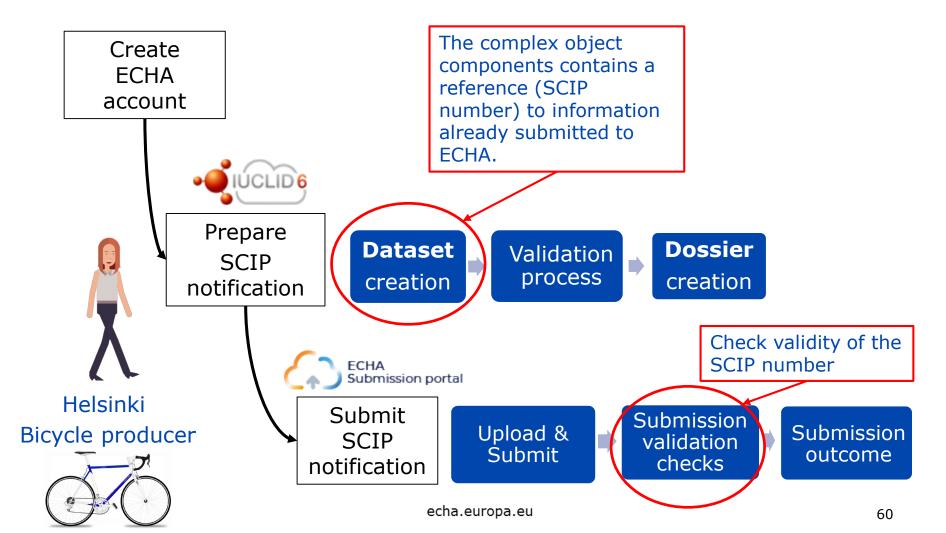


#### **Precondition: received SCIP number**





# How to use 'Referencing'?



# **Simplified SCIP Notification**







# Simplified SCIP notification (SSN)

- SSN is a simplified solution to refer to information already submitted to ECHA by submitting only the existing and relevant SCIP number (i.e. without the need to prepare a dossier) through the ECHA Submission portal.
- **Pre-condition:** to receive the SCIP number of the article's or complex object's SCIP notification already submitted to ECHA. (for instance as an element of the information to be provided by your supplier under REACH Art. 33(1)).
- Main target group: distributors (within a supply chain)

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## **Basic principles**

1. The product received = product supplied



No change on the article

2. No dossier needed in the submission



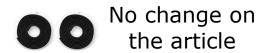
3. The distributor links to the notification of the supplier and does not need to submit updates



# What 'product received = product supplied' means

#### **Articles as such**

No change on the physical form nor composition on article supplied in comparison to the article received



#### **Complex objects**

No change on the complex object supplied in comparison to the complex object received



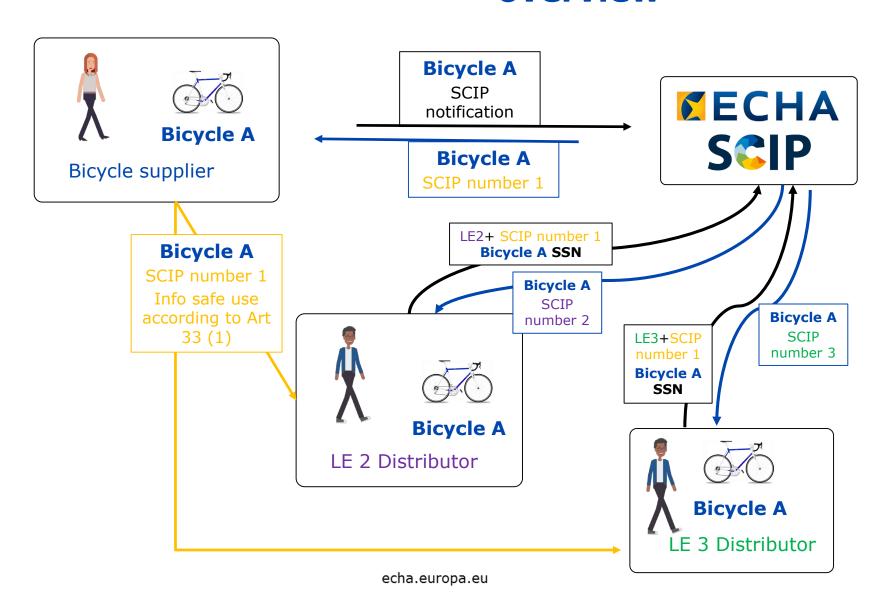
No change on the complex object

#### + for both cases

The **identification elements (identifiers)**, i.e. names, alphanumeric identifiers, and article category, of the article as such or complex object (product) supplied **is the same** as that of the article or object received.

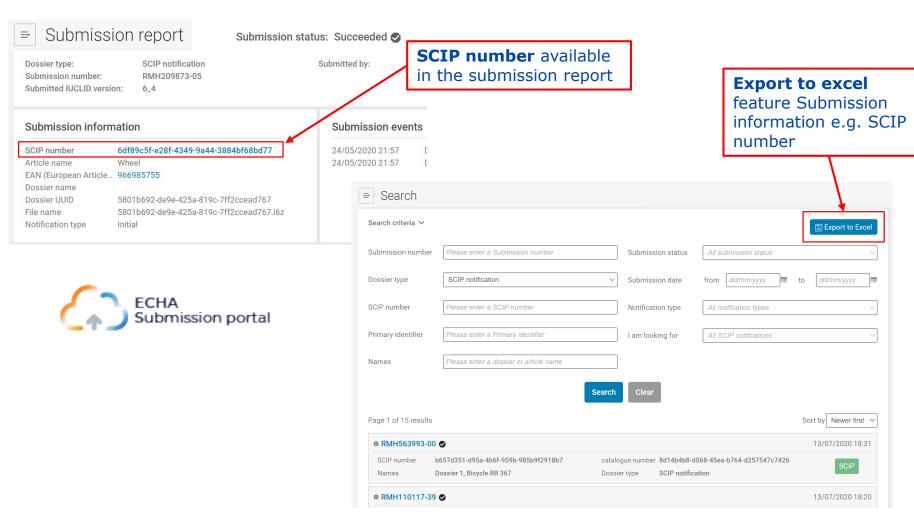


# Simplified SCIP notification (SSN) overview





#### **Precondition: received SCIP number**

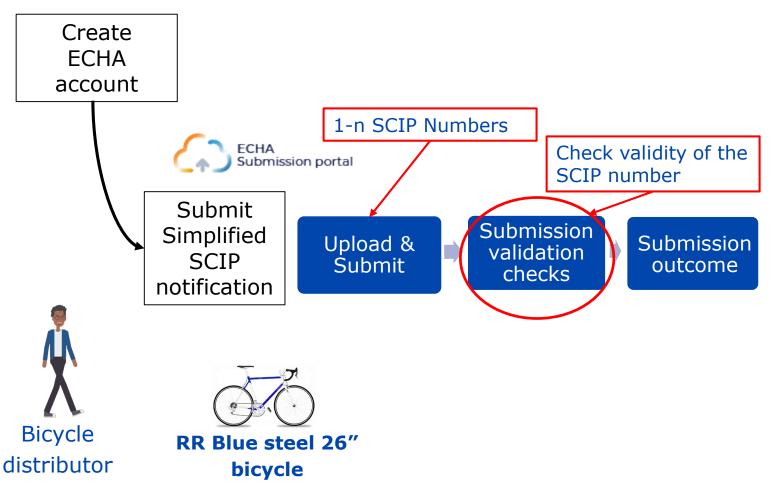


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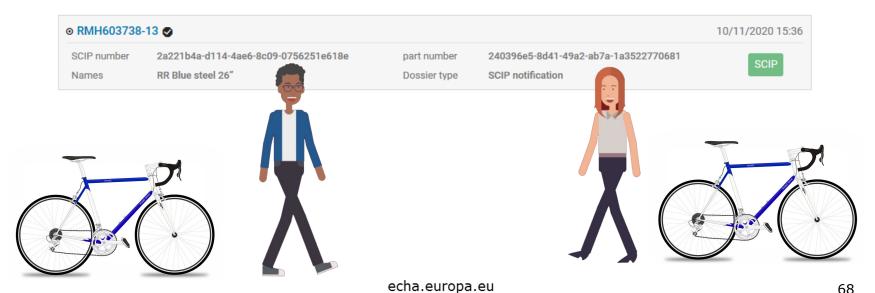
#### **How SSN works?**





### Demo use case SSN (I)

You are a bicycle distributor located in Helsinki, Finland and your supplier of bicycles has indicated that some of the parts in the RR Blue steel 26" bicycle contain substances of very high concern (SVHCs). She informs you that she has already submit a SCIP notification for the bicycle RR Blue steel 26" and provides you the SCIP number.



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#### Demo use case SSN (II)

#### Target user:

Companies at the top of 'parallel' EU supply chains, where <u>there is</u> <u>no 'direct' commercial relationship</u>

- 'Sister' companies within a group
- Companies with exclusivity rights (exclusivity agreement) to place products from a brand in a specific MS market

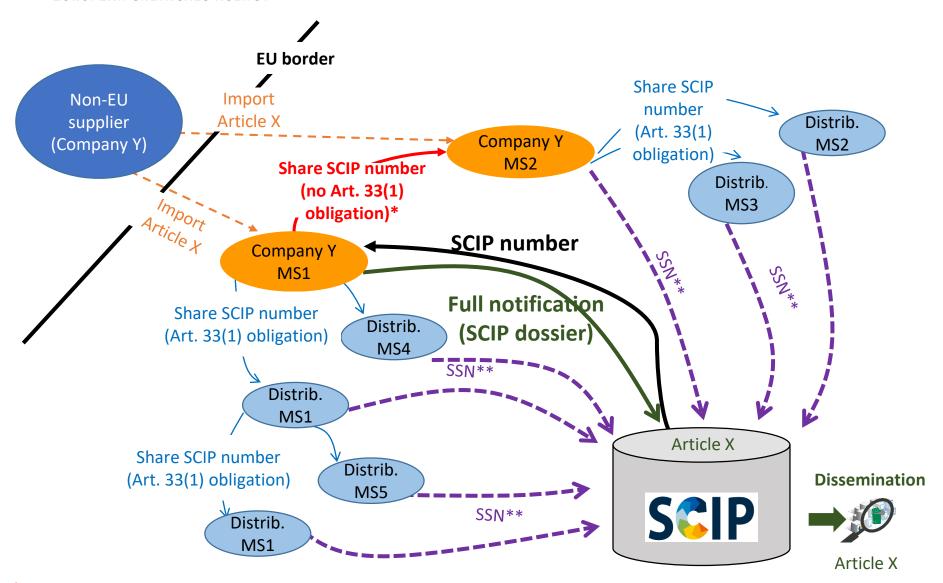
Each legal entity placing an article on the EU market that fulfils the WFD obligations needs to submit a SCIP notification.

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#### **ECHA** Extension of the SSN



<sup>\*</sup> Intra-parties arrangement



### Demo use case SSN (II)

#### Target user:

Companies at the top of 'parallel' EU supply chains, where there is no 'direct' commercial relationship

#### Demo use case:

Affiliate 1 for Company A has been requested via a contractual agreement to support the SCIP Notification process for the two EU Affiliates of the non-EU Company

Affiliate 1 has been made a foreign user for Affiliate 2 in order to submit on their behalf.

- Affiliate 1 from Company A submit SCIP notifications (dossier) for the 3 articles (Done)
- Affiliate 1 will extract an EXCEL file from the submission portal with the SCIP numbers and submit them on behalf of Affiliate 2

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## Concluding remarks

Webinar: Getting ready for submitting SCIP notifications

19 November 2020

Clara Rueda, ECHA







# Take home messages

- Start preparing now, support your customers.
- Get familiar with the available tools (prepare, submit and refer to data already submitted).
- Review our recommendations for an appropriate level of reporting.
- Ensure a proper identification of the articles on the SCIP notifications.
- Follow the SCIP webpage for more information and support material.



# **Q&A** panel

- Webinar open until 15:00 Helsinki time to answer questions
- If your question is not answered by the end of the webinar, send it via our contact form:

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