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Information: FAQs Supplier Qualification process, EHS Mod- ules, Substance Declaration and BOMcheck

Success through Environmental Protection, Health Managment and Safety

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1 Objective and purpose

Siemens is obliged by a number of laws and official regulations to provide information concerning defined substances contained in products, and prohibited from marketing of products containing certain substances. To ensure adherence with these regulatory requirements as integral part of the Supplier Qualification Process at Siemens the EHS Module has been implemented to ensure supplier commitment to product related environmental legislation and the List of Declarable Substances (LoDS) has been compiled for company-wide application.

2 Scope

The scope for this Information is the world wide application to help answering questions of all stakeholders regarding the EHS Module, the Supplier Qualification process, Substance Declarations, BOMcheck and interrelated topics.

3 Terms and definitions

Term	Definition
BOMcheck	<p>"Bill of Materials" check: This short BOMcheck video informs about all relevant information and is the perfect access to BOMcheck.</p> <p>BOMcheck is an external Substance Declaration database that enables efficient and transparent Substance Declaration via a web based system. It was designed to satisfy the need to provide product related information within the supply chain as required under the applicable substance legislation such as e.g. REACH.</p> <p>Together with other manufacturing companies, including Philips, GE, Sony Mobile, Osram, Toshiba and Tyco, Siemens has been supporting this industry-wide initiative. BOMcheck provides an easy-interface method to enter the requested data for Substance Declaration and can be accessed by all participating companies. Therefore, Siemens requires suppliers to join BOMcheck and use this tool to provide the requested Substance Declaration for their products. In doing so, other customers of the supplier can access the information, which as such provides a benefit to the supplier.</p>
Click4suppliers easy (c4s easy)	Strategic supplier data is stored and exchanged on a worldwide basis throughout the entire Siemens Company using the web-based "click4suppliers easy" (c4s) platform. From a greater perspective click4suppliers easy is the most important connecting element between the purchaser and the supplier.
EHS Module	General commitment of EHS relevant suppliers to comply with the requirements on declarable substances "List of Declarable Substances": Supplier is aware of "List of Declarable Substances (LoDS) and declares products that contain those substances.
FMD	<p>Full Materials Declaration:</p> <p>A Full Materials Declaration is the declaration of all substances of a product. This declaration is quantitative based as it provides the % weight of each individual material in the part and the % weight of each substance which is intentionally added to each material. A FMD has the advantage that it has not to be updated in case more substances are added to the REACH Candidate List or other regulatory requirements.</p>
LoDS	<p>List of Declarable Substances:</p> <p>The Siemens List of Declarable Substances (LoDS) contains substances that are subject to restrictions or declaration requirements with regard to distribution in electrical and electronic products.</p>

Manufacturer Account	A manufacturer account enables a registered company to use BOMcheck to gather substance declarations from suppliers.
REACH	REACH Regulation No 1907/2006 (Registration, Evaluation, Authorization and Restriction of Chemicals) is the chemicals regulation for the European Economic Area (EEA) in effect since June 1, 2007. As a user, importer and producer of a variety of chemical substances, Siemens is affected by the REACH Regulation.
RCD	Regulatory Compliance Declaration: A Regulatory Compliance Declaration includes the declaration of the substances of the LoDS. A RCD is mainly qualitative based and has to be updated every 6 months in case more substances are added to the REACH Candidate List or other regulatory requirements.
RoHS	Since July 2006, the "Restrictions of Hazardous Substances (RoHS)" European Directive 2002/95/EC has banned the use of lead, cadmium, mercury, hexavalent chromium as well as the flame retardants polybrominated biphenyls (PBBs) and polybrominated diphenylethers (PBDEs). A recent review of the RoHS Directive by the EU Commission resulted in the publication of Directive 2011/65/EU which, after national transposition, will lead inter alia to a broader scope of the RoHS Directive (e.g., inclusion of medical equipment by July 2014) and the requirement for manufacturers to declare the conformity of products with the Directive. Besides Europe there are comparable pieces of legislation enforced like the China RoHS, Korean RoHS, California RoHS and Ukrainian RoHS etc.
Substance Declaration	The Siemens Substance Declaration is based on the List of Declarable Substances (LoDS). In cases where suppliers have products that contain declarable substances as specified through the LoDS, suppliers must declare such content to Siemens. Siemens asks his suppliers to declare substances contained in products in a centralized database, called BOMcheck. More detailed information on how BOMcheck can help suppliers to provide substance data to multiple customers and how you can register can be found at www.bomcheck.net or within this document . Within Siemens, the commitment to Substance Declaration based upon the LoDS is part of the Supplier Qualification process and is an integral part of the EHS Module.
Supplier Account	Each supplier within BOMcheck pays a subscription of 300 Euros per year to join it. The annual membership is free for small suppliers with a turnover of less than EUR 3 Mio.
Supplier Qualification process	The company-wide mandatory and standardized supplier-related qualification process is integrated within the Siemens supplier platform click4suppliers easy and qualifies the supplier for business with Siemens, safe of later product and process related qualifications. Supplier Qualification is a cross-functional process which is driven by the Siemens buyer in close interaction with the supplier. To execute the Supplier Qualification Process, suppliers need to register in the Siemens supplier portal click4suppliers easy.

4 Legal Background and implications

The List of Declarable Substances (LoDS) contains substances whose distribution in electrotechnical and electronic products is partially restricted or that are prohibited for some applications and/or in some regions. Additional substances have been included into the LoDS which require passing on information about contained substances to customers or competent authorities. To **ensure compliance** with these prohibitions information about the substances content is necessary.

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Figure 4.1: The LoDS covers relevant substances to be declared by suppliers worldwide.

For further information the following examples may illustrate the legal basis of the List of Declarable Substances:

- Legislation concerning **Ozone Depleting Substances** or **Persistent Organic Pollutants**, where over 150 countries do participate, result in national substance bans within e.g. Japan, Europe, China and the US.

- **RoHS**

Since July 2006, the "Restrictions of Hazardous Substances (RoHS)" European Directive 2002/95/EC has banned the use of lead, cadmium, mercury, hexavalent chromium as well as the flame retardants polybrominated biphenyls (PBBs) and polybrominated diphenylethers (PBDEs). Besides the reduction of hazardous implication for humans and the environment, RoHS regulations shall improve recycling in such a way that in the long term recycling costs can be reduced.

A recent review of the RoHS Directive by the EU Commission resulted in the publication of Directive 2011/65/EU which, after national transposition, will lead inter alia to changes in the future scope of the RoHS Directive (e.g., inclusion of medical equipment by July 2014) and the requirement for manufacturers to declare the conformity of products with the Directive.

Besides Europe there are comparable examples of legislation enforced like the China RoHS, Korean RoHS, California RoHS and Ukrainian RoHS etc.

- **REACH**

As user, importer and producer of a variety of chemical substances, Siemens is affected by the REACH Regulation No 1907/2006 (Registration, Evaluation, Authorization and Restriction of Chemicals).

REACH is the **chemicals regulation** for the **European Economic Area (EEA)** that has been in effect since June 1, 2007. It replaces 40 individual laws and is broad in scope, covering almost all chemical substances, compounds and mixtures (formally known as preparations) as separate elements in their natural state or as used in selected products. The **European Chemicals Agency (ECHA)** ensures that REACH is implemented and monitored.

The motto of REACH is "No data, no market" and means that enterprises wanting to provide chemical substances, mixtures and certain products on the market in the EEA are required to adhere to legal obligations regarding the registration, evaluation, authorization and restriction of chemical substances.

Therefore, Siemens requires all suppliers to **comply with the following requirements** if they supply parts, components or assemblies (articles according to REACH) to the next manufacturer in the supply chain:

- To **provide information about substances** on the candidate list (**REACH Article 33**)
Additional substances are added to the candidate list every 6 months
- To **comply with substance restrictions** (**REACH Article 67**). At least once per year ANNEX XVII for Restrictions will be reviewed and adapted accordingly. Several of those substance restrictions are also regulated in other regions e.g. the US, China and Japan.

For **more detailed information** on the subject see <http://www.siemens.com/sr/reach>.

- **TSCA**

The Toxic Substances Control Act (TSCA) is a United States law, passed by the United States Congress in 1976, that regulates the introduction of new or already existing chemicals. Contrary to what the name implies, TSCA does not separate chemicals into categories of toxic and non-toxic. Rather it prohibits the manufacture or importation of chemicals that are not on the TSCA Inventory. Chemicals that are listed on the TSCA Inventory are referred to as "existing chemicals". Chemicals not listed are referred to as new chemicals. Generally, manufacturers must submit premanufacturing notification to the U.S. Environmental Protection Agency (EPA) prior to manufacturing (or importing) new chemicals for commercial purposes. There are notable exceptions, including one for research and development, and for substances regulated under other statutes such as the Federal Food, Drug, and Cosmetic Act and the Federal Insecticide, Fungicide, and Rodenticide Act.

New chemical notifications are reviewed by the agency and if the agency finds an “unreasonable risk to human health or the environment,” it may regulate the substance in a variety of ways, from limiting uses or production volume to outright banning them. In addition the Toxic Substances Control Act also regulates certain substances such as polychlorinated biphenyl (PCB) products.

4.2 What if a product of a Siemens supplier contains more than 0.1 % w/w (weight to weight) of a LoDS's substance?

Products containing **more than the valid limit values of** declarable substances will not automatically result in the termination of our business relationship with the supplier, however not providing this information may lead to such a consequence.

The timely response of the supplier will allow Siemens to jointly evaluate our options and identify the right solutions.

4.3 Which regulations are valid for the supplier?

The supplier has to monitor the legal regulations which are applicable to his product portfolio: local law, European law or other international regulations applicable at his registered seat or at the seat of the ordering unit(s) or at the point of delivery.

4.4 Which process has to be followed by the Siemens supplier?

The following table gives a short overview about the EHS Module as part of the **Supplier Qualification process** for a supplier. For detailed information on the respective item the stated link might be checked.

	Item	More detail	Further information
1.	Sign EHS Module in Click 4 Suppliers easy		Link to c4s easy
2.	Get to know BOMcheck	Why How Who Where What	Siemens BOMcheck video BOMcheck Webinar Assistant BOMcheck.net FAQs Chapter 6
3.	Register for BOMcheck	BOMcheck website	Registration on BOMcheck.net Need help?
4.	Implement complete Substance Declarations before delivering your product to Siemens	Mandatory: RCD (Regulatory Compliance Declaration) Optional: FMD (Full Materials Declaration)	To be done in BOMcheck tool after your registration
5.	Monitoring of legal requirements	If supplier is registered in BOMcheck information provided by BOMcheck, otherwise the supplier has to secure monitoring of legal requirements by other means	Depends on region

5 Supplier Qualification Process & click4suppliers easy (EHS Module)

5.1 What is the Substance Declaration?

The Siemens Substance Declaration is based on the List of Declarable Substances ([LoDS](#)). In cases where suppliers offer products that contain declarable substances as specified through the LoDS, suppliers must declare such content to Siemens. Siemens asks his suppliers to declare substances contained in products in a centralized database, called BOMcheck. More detailed information on how BOMcheck can help suppliers to provide substance data to multiple customers and how you can register can be found at www.bomcheck.net or [within this document](#).

The commitment to the Substance Declaration based upon the LoDS is part of the Supplier Qualification process and is an integral part of the EHS Module. In case that a Substance Declaration from a supplier is sent directly to his contact in the purchasing Organization of Siemens (i.e. the mandated buyer), it shall be uploaded in click4suppliers easy, so that it is available for the following processes.

5.2 Why is the EHS Module also relevant for non-European Suppliers?

Siemens is a **globally acting company**, where eventually products purchased e.g. from China for Brazil might end up later in Europe. Additionally substance restrictions such as e.g. lead in Electro and Electronic Equipment are spreading out in other regions e.g. China RoHS, California RoHS. As such we require the EHS Module also for non-European suppliers.

To **ensure compliance** of our products even in a **complex supply chain** it is mandatory that the **LoDS is applied worldwide**. Only if the amounts of those substances within the LoDS are known, product management can decide in which markets the products may be sold.

As a consequence to comply with the List of Declarable Substances (LoDS), which is valid on a worldwide basis, information on the substances within the sourced products is required from all suppliers.

5.3 Can a supplier confirm compliance with the LoDS electronically in click4suppliers (c4s) easy?

Yes, as of January 1st, 2011, the Supplier Qualification Module EHS was implemented within click4supplier easy. Suppliers can complete (i.e. name, function and date etc) and release the declaration online. By the online release of the declaration the supplier confirms compliance with the LoDS.

6 BOMcheck

6.1 What is the EHS Module in click4suppliers easy?

By committing to the EHS Module, the supplier confirms whether any products delivered or intended to be delivered in the future to Siemens AG and its affiliated companies ("Siemens") **do or do not contain substances which are listed in the LoDS** (List of Declarable Substances), or which are declared under applicable law. Besides this, the supplier will declare to provide detailed information via BOMcheck.

6.2 What is BOMcheck?

[This short BOMcheck video](#) informs about all relevant information and is the **perfect introduction** to BOMcheck.

BOMcheck is an **external Substance Declaration database** that enables **efficient** and **transparent** Substance Declaration via a **web based system**. It was designed to satisfy the need to communicate within the supply chain which is required as a consequence of substance legislation such as e.g. REACH and RoHS. Together with other manufacturing companies, including Philips, GE, Sony Mobile, Osram, Toshiba and Tyco, Siemens has been supporting this **industry-wide initiative**. BOMcheck provides an easy-interface method to enter the requested data for Substance Declaration and **can be accessed by all participating companies**. Therefore, Siemens requires suppliers to join BOMcheck and use this tool to provide the requested Substance Declaration for their products. In doing so, other customers of the supplier can access the information, which as such provides a benefit to the supplier.

6.3 What is the BOMcheck List of Restricted and Declarable Substances and how is it developed?

BOMcheck provides easy-to-use declaration tools and step-by-step expert advice which guides the supplier to generate and maintain their substance declarations in the database. The declaration tool covers the “BOMcheck List of Restricted and Declarable Substances” which are relevant to hardware articles and Electrical and Electronic Equipment. The list is managed by Industry experts in cooperation with Siemens and is aligned with the international standardization IEC 62474. The BOMcheck List of Restricted Substances contains all substances summarized in the LoDS and will be referenced by Siemens starting January 2014.

6.4 Do substance lists exist, which could be accepted as equivalent to Siemens List of Declarable Substances (LoDS) ?

YES, there are several substance lists which could be accepted as equivalent to the LoDS if the supplier declares that he evaluated his products against those:

- IEC 62474 Standard Material Declaration for Products of and for the Electrotechnical Industry. The IEC 62474 Standard consists of two parts:
 - The main document part of the standard that describes the material declaration requirements
 - The database of declarable substance groups and declarable substances which may be downloaded as an Excel spreadsheet. All substances in the LoDS are part of the IEC 62474 Database.
- Global Automotive Declarable Substance List (GADSL) is used in the Automotive Industry. All substances in the LoDS are part of the GADSL. Please be aware that in the automotive industry other technical exemptions may be applicable than e.g. for electro electronic equipment within the scope of the RoHS directive!

6.5 What are the benefits of BOMcheck for a Siemens supplier?

The usage of BOMcheck brings advantages for both sides, the (Siemens) supplier and Siemens itself (also shown in [figure 6.5](#)).

Especially small suppliers benefit from the database as they might not have the internal resources to monitor the applicable substance legislation such as e.g. REACH in a satisfying manner. Changes of legal requirements are expected twice a year, within BOMcheck are automatically communicated to the supplier. This E-Mail information provides all relevant changes for electro- and electronic equipment and medical devices. Furthermore a user of BOMcheck does not have to react on individual requests because he can refer to his Substance Declarations in BOMcheck which are available all over the world, 24 hours a day. Beside this, a user of BOMcheck benefits from the following **advantages**:

- Smart and reliable solution which saves time and money
- Free annual membership for small suppliers with a turnover less than EUR 3 Mio. ([6.6](#))
- Simple use of one central database
- Reduction of administrative burden
- Available in English, Chinese and partial documentation also in German and Japanese
- Steadily growing industry-wide initiative including e.g. Philips, GE, Sony Mobile, Osram, Toshiba and Tyco
- Automatic E-Mail information on changes of legislation relevant for electro- and electronic equipment and medical devices
- “BOMcheck List of Restricted and Declarable Substances” contains all substances listed in the [LoDS](#)
- Each supplier can enter the required substance data and make it available to the correspondent manufacturer and all of his other customers
- Free training on BOMcheck provided by ENVIRON (see [7.5](#))
- Easy upload of test reports and certificates
- Different new features and functions with the release of BOMcheck Version 4.0 which include:
 - BOMcheck Assistant for help
 - Upgrade Request / Respond tools
 - New pdf summary report options

More detailed information on BOMcheck, how it can help to provide substance data to multiple customers and how the registration is done can be found at: www.bomcheck.net/account/register or within these FAQ.

The screenshot displays the BOMcheck.net website interface. At the top, there is a navigation bar with links: HOME, SUPPLIERS, MANUFACTURERS, SUPER USERS, REACH, ROHS2, CONTACT, ABOUT US, and ENVIRON. Below the navigation bar, the BOMcheck.net logo is prominently displayed. The main content area is divided into three sections: SUPPLIER ACCOUNT, MANUFACTURER ACCOUNT, and SUPER USER ACCOUNT. To the right of these sections, there is a 'Your personal benefits' box listing several advantages: Simple use of database, Multilingual (English, Chinese, German, Japanese), Low cost (free for small suppliers), Timesaving (automatic updates), Simple use (web-based platform), BOMcheck Substance list conform with LoDS, User-friendly (new features since July 2013), Free training (prerecorded or live webinars), Steady growing industry-wide initiative, Enhance transparency, Easy upload of test reports and certificates, and Further information: <http://www.bomcheck.net/>. Below the benefits box, there is a 'SUBSCRIPTION COSTS' section with a diagram comparing 'Without BOMcheck' and 'With BOMcheck' scenarios. The 'Without BOMcheck' scenario shows a complex network of connections between suppliers and customers, while the 'With BOMcheck' scenario shows a simplified, centralized database. The 'Subscription costs' section states: 'A supplier account costs 300 Euros per year - there is no limit to the number of part numbers that the supplier can load into the database or the number of customers that'.

Figure 6.5: Suppliers benefits of BOMcheck. (Source: ENVIRON)

6.6 What are the costs for the registration in BOMcheck?

Suppliers subscription fee to use BOMcheck amount to 300 Euros per year. ENVIRON provides free annual membership of BOMcheck for small suppliers with a total turnover of less than 3.000.000 Euros per year. The supplier can repeat this process each year to renew their free annual membership. This membership fee is a lot cheaper than that of comparable tools and additionally offers a comparably fast and reliable solution to inform all suppliers registered in BOMcheck with only little effort.

6.7 How to apply for a free of charge BOMcheck account?

To receive a free of charge BOMcheck account a company needs a signed self affirmation or a standard mail as the example stated below. Once the self certificate is present, the company can apply for a free of charge BOMcheck account at Environ (operator of BOMcheck).

"Dear [Siemens contact name],

We hereby apply for a free annual membership to the BOMcheck Substance Declaration web database and declare as a small supplier by this signed statement, that our total annual turnover in the previous calendar year 2013 was less than 3 million Euros.

We ask you to forward this signed statement with a note to ENVIRON (bomcheck@environcorp.com) confirming to ENVIRON that [your company name] is a supplier to Siemens.

We will repeat this process each year in order to renew our free membership to BOMcheck as long as our annual turnover is below the mark of 3 million Euros per calendar year.

Best regards,

[Your printed name, signature, company name, date] "

6.8 My product is compliant with REACH/RoHS. Why should I still join BOMcheck?

REACH's candidate list is updated twice a year. In their SVHC Roadmap 2020 the European Commission decided that approx. 55 substances are added every year. If your product is registered in BOMcheck, you will be automatically informed when there is a change in the "BOMcheck List of Restricted and Declarable Substances" which is relevant to hardware articles and electrical and electronic equipment. Furthermore

Furthermore a user of BOMcheck does not have to react on individual requests because he can refer to his Substance Declarations in BOMcheck which are available all over the world, 24 hours a day. With a click on the respective link [further information](#) and [advantages](#) of BOMcheck can be found.

6.9 Which possibilities do I have to register in BOMcheck, regarding my role in supply chain?

BOMcheck provides three different kinds of User Accounts. You can choose between a Supplier Account (to make declarations on BOMcheck for the products you supply to your customers), a Manufacturer Account (so that you can use BOMcheck to gather declarations from your suppliers) or a Super User Account for companies in the middle of the supply chain. The following videos of BOMcheck provide an overview of:

- [Supplier Account, Manufacturer Account and Super User Account](#)
- [Tools in a Supplier Account](#)

6.10 How can I register in BOMcheck?

To register in BOMcheck please visit www.bomcheck.net/account/register.

If you need help for the registration process, follow the image – supported explanation:

- 1) Go to <https://www.bomcheck.net/en/> (See Figure below: 6.10.1)
- 2) Click on “Create a supplier account”

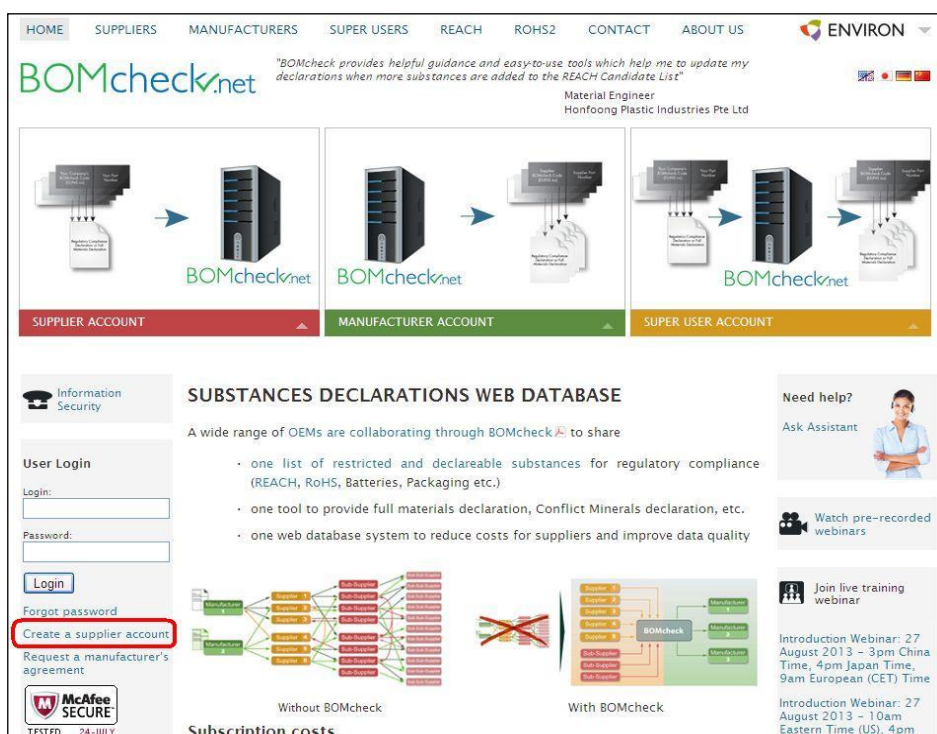


Figure 6.10.1: For the registration in BOMcheck visit BOMcheck.net. (Source: ENVIRON)

- 3) Scroll down on the new opened website, fill out the different fields (Company Identification, Authorized Individual, Your login details) and agree with the terms & conditions (Figure 6.10.2).

Figure 6.10.2: Fill out the registration schedule. (Source: ENVIRON)

6.13 How can I be sure that my (declared) material data is safe when uploading it on BOMcheck?

According to the provider ENVIRON, the BOMcheck website is tested on its safety regulatory by McAfee Secure. You can adjust, which information can be seen by which persons or companies. This ensures that your data won't fall into wrong hands. For further security information, www.bomcheck.net/en/ provides a security information sheet ("Information Security").

6.16 When does the Supplier have to renew the detailed Substance Declaration in BOMcheck?

There are several triggering events which lead to the obligation for the supplier to renew the detailed Substance Declaration.

Product as a trigger:

- Supplier delivers new products to Siemens
For each new product which is delivered to Siemens for the first time the supplier has to assess whether substances of the current LoDS are present in those products and exceed the thresholds defined in the LoDS.
- Supplier does exchange materials or components within the delivered product. The supplier has the obligation to assess the changes in the product concerning the substances of the LoDS. If the thresholds within the LoDS are exceeded the supplier has to provide the detailed Substance Declaration.

Legislation as a trigger:

The following events result in the obligation of the supplier to re-assess his products and may make it necessary to renew the detailed Substance Declaration:

- Changes in applicable law or Substance regulations
- New legislation restricting substances or requiring substance information
- Changes of the LoDS as relevant changes in the legislation will be included in the LoDS
- Changes of the BOMcheck Substance List as relevant changes in the legislation will be included in BOMcheck

BOMcheck provides a [video](#) which shows how to update a RCD. Further information on this are also provided in question [6.18](#).

6.17 How much time does you have to provide or renew the detailed Substance Declaration in BOMcheck?

According to the Substance Declaration and the mandatory contract clauses, you are obliged to enter the relevant information in BOMcheck no later than the first day of delivery of the products.

In case an update is necessary, due to a change of the product or in applicable legislation, such update should be provided as soon as possible, however not later than the first delivery of the changed product or the effective date of the change in legislation.

6.18 How can an existing Substance Declaration be updated in BOMcheck?

In the case, that an existing Substance Declaration has to be updated in BOMcheck because of changes in legislation (e.g. REACH candidate list) or in the composition of a product, you have the choice between updating a single declaration or all your declarations at one time. BOMcheck provides a video which explains [how to update a Regulatory Compliance Declaration with new compliance information and new confidentiality settings](#).

6.19 Can the status of an RCD parts list be set to Obsolete?

Yes, Parts and declarations of an existing RCD can be set to status obsolete. Obsolete parts declarations will be displayed in **red font** and will not be reported as needing to be updated when new REACH Candidate List substances are added to the BOMcheck list of regulated substances every 6 months. Please click on one of the links below to view summary information and a demonstration in the Assistant tool to explain how a Supplier can set an existing Regulatory Compliance Declaration (RCD) for a parts list to have a Status of Obsolete.

You can choose between either [text](#) or [video](#) information.

6.20 What is a DUNS number and why do I need it?

A DUNS number is a **unique nine-digit identification number** which is used to identify legitimate, registered businesses. DUNS numbers are allocated by **Dun & Bradstreet** (www.dnb.com).

The supplier should already have a DUNS number for your registered business address. If his company has several DUNS numbers the supplier should choose only one of these to use within the Substance Declaration, preferably the global ultimate DUNS.

A DUNS number is **needed for the registration in BOMcheck**.

Note: If the supplier does not use a registered business address then Dun & Bradstreet may need to gather information from supplier about his business and may charge the supplier for the purpose of granting a DUNS number. It is not necessary to establish a D&B Credit File (Dun & Bradstreet will charge supplier a fee for this additional service). Instead, supplier should specify to Dun & Bradstreet that he wants them only to create a DUNS number for his company.

Further information about the DUNS number and its usage in the context of BOMcheck are provided in the following [video](#).

6.21 I don't have a DUNS number. Can I use my IfA number instead of a DUNS number?

No, the IfA number is only an internal number of Siemens. For more information on the DUNS number see [6.20](#) and [6.22](#).

6.22 How do I find out what my company's DUNS number is?

Your company should already have a DUNS number for your registered business address. You can find out the DUNS number for your business, or apply for a new DUNS number, by contacting Dun & Bradstreet at www.dnb.com/customer-service.html.

If you do not already have a DUNS number and need to create a new one, then you should use a registered business address. In this case, Dun & Bradstreet can easily access the information they need about your

business to create a new DUNS number for you. A DUNS number is **free-of-charge** in all countries except China and India.

Note: If you do not use a registered business address then Dun & Bradstreet may need to gather information from you about your business and may charge you for this. It is not necessary to establish a D&B Credit File (Dun & Bradstreet will charge you a fee for this additional service). Instead, you should specify to Dun & Bradstreet that you want them only to create a DUNS number for your company.

Further information about the DUNS number and its usage in the context of BOMcheck are provided in the following [video](#).

6.23 My company is a Distributor and does not produce any products. Why do we have to sign the EHS Module?

As an example Article 33 (1) of the REACH regulation requires the transfer of information about Declarable Substances in a product from all suppliers of the supply chain who place a product on the market, while

“placing on the market means supplying or making available, whether in return for payment or free of charge and import shall be deemed to be placing on the market.” (based upon Article 3 (12) REACH)

This means that every supplier who delivers products has to share the information required by REACH article 33 including distributors.

Furthermore, if Siemens has a contract with the distributor and not with the producer of the supplied products, the distributor has to provide the information on declarable substances. In most cases such information can be based on the document as provided by the producer to the distributor.

BOMcheck supports the Distributor as the Distributor can map his part numbers to the part numbers and substance information provided by the OEM manufacturers.

6.24 Where can I find a list of products which have to be declared?

Substance Declaration does not depend on a limited list of products. Siemens needs a general statement on the suppliers' products. Legal requirements such as the REACH regulation (Art. 33(1)) obligates “any supplier of an article containing a declarable substance” to provide sufficient information that allows a safe use of the article, available for the suppliers customers. .

As a result of these various substance regulations such as REACH the most relevant substances for electro technical and electronic products are consolidated in the **List of Declarable Substances (LoDS)**. For further information regarding the legal background of substance declaration see [4.1](#).

7 Training and further information

7.1 Where can I find training material and further information?

[This short BOMcheck video](#) informs about all relevant information and is the **perfect introduction to the topic** of Substance Declaration and BOMcheck. Beside the **English** video we provide a **Chinese** version which can be found [here](#).

Other training material and further information can be found at the following sources:

Content	Link	Target Group
BOMcheck Homepage	https://www.bomcheck.net/en/	Suppliers, Users of BOMcheck Tool
BOMcheck User Guide	https://www.bomcheck.net/en/suppliers/user-guide	Users of BOMcheck Tool
Product-related Environmental Protection	https://w9.siemens.com/cms/supply-chain-management/en/supplier-at-siemens/basic-information/environment/product/Pages/stewardship.aspx	Suppliers

7.2 Where is further information for suppliers available?

Information for suppliers is available on the following internet pages:

Content	Link	Target Group
BOMcheck video	English and Chinese	Supplier
BOMcheck Information for Supplier	https://www.bomcheck.net/en/suppliers	Supplier
General information on Environmental Protection for suppliers	https://w9.siemens.com/cms/supply-chain-management/en/supplier-at-siemens/basic-information/environment/product/Pages/stewardship.aspx	Supplier
List of Declarable Substances	http://www.siemens.com/sustainability/pool/en/core_topics/environmental-protection/management-approach/ep-standard_lods_en.pdf	Supplier

7.3 Does a compact information exist to explain Substance Declaration?

Yes, the BOMcheck video was created for this. [This short BOMcheck video](#) informs about the relevant information as **perfect introduction to the topic** of Substance Declaration and BOMcheck. Beside the **English** video a **Chinese** version is provided, which can be found [here](#).

Further information can also be found [here](#).

7.4 Where can I find help for the usage of BOMcheck?

Since July 2013 BOMcheck provides an **assistant tool** that helps you to find the answer to your question. You can find the button right on the front page of www.bomcheck.net (Figure 7.4).

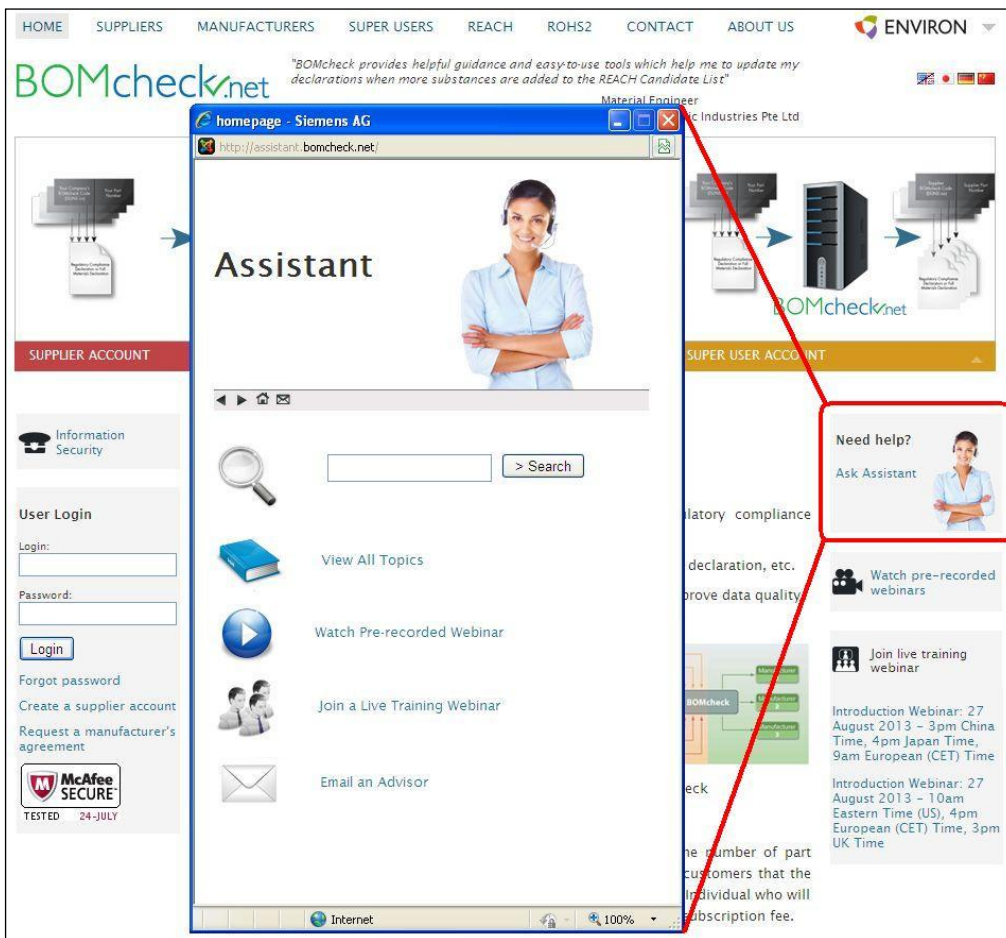


Figure 7.4: New Assistant tool in BOMcheck since July 2013. (Source: ENVIRON)

7.5 What training does BOMcheck provide for suppliers?

ENVIRON provides **several live introduction webinars each quarter** – in the Asia Pacific/EU time zone and in the US/EU time zone. These webinars are **free-of-charge** and lasts about 1.5 hours. They provide an overview of the REACH, RoHS, Batteries and Packaging regulations and a demonstration of the work with the BOMcheck system.

Suppliers are **welcome to attend any webinar** and are also encouraged to **invite their sub-suppliers** to attend.

To register for a webinar visit the BOMcheck website and click on your favorite date (Figure 7.5).

A pre-recorded version of the webinar is published on www.bomcheck.net as well.

HOME SUPPLIERS MANUFACTURERS SUPER USERS REACH ROHS2 CONTACT ABOUT US

BOMcheck.net "The BOMcheck tools are very useful and help us to produce declarations which are well received by our customers."

Quality Manager
Plati Electronics Shenzhen Co., Ltd

SUPPLIER ACCOUNT **MANUFACTURER ACCOUNT** **SUPER USER ACCOUNT**

Information Security

User Login

Login:

Password:

Login

Forgot password

Create a supplier account

Request a manufacturer's agreement

McAfee SECURE TESTED 24-JULY

SUBSTANCES DECLARATIONS WEB DATABASE

A wide range of OEMs are collaborating through BOMcheck to share

- one list of restricted and declareable substances for regulatory compliance (REACH, RoHS, Batteries, Packaging etc.)
- one tool to provide full materials declaration, Conflict Minerals declaration, etc.
- one web database system to reduce costs for suppliers and improve data quality

Without BOMcheck **With BOMcheck**

Subscription costs

A supplier account costs 300 Euros per year - there is no limit to the number of part

Need help? Ask Assistant

Watch pre-recorded webinars

Join live training webinar

Introduction Webinar: 27 August 2013 - 3pm China Time, 4pm Japan Time, 9am European (CET) Time

Introduction Webinar: 27 August 2013 - 10am Eastern Time (US), 4pm European (CET) Time, 3pm UK Time

Figure 7.5: Training webinars for BOMcheck can be found on the front page of the website. (Source: ENVIRON)

After a supplier joins BOMcheck, they receive an invitation from ENVIRON to attend an **expert user webinar** and a copy of the **User Guide** for Suppliers and Manufacturers. The expert user webinar is also free-of-charge and lasts about 1.5 hours. It provides a detailed step-by-step demonstration of all of the supplier and manufacturer tools in BOMcheck.

7.6 The login on the BOMcheck site is not working correctly.

If you are using the Internet Explorer go to Internet Options to delete Browsing History of

- temporary internet files,
- cookies and history.

Then please type in the following address in full, letter by letter <https://demo.bomcheck.net>. This will ensure that you can stay logged into the demo site.

7.7 Which topics are addressed in the Assistant tool on the BOMcheck homepage or in the BOMcheck tool?

A choice of available topics which are addressed in the BOMcheck tool is summarized below. A lot of these topics also provide video clips:

- Joining BOMcheck
 - Siemens video about BOMcheck:
[Video](#)
 - Why industry needs a centralised database?
[Video](#)
[Text](#)
 - Expert regulatory guidance:
[Video](#)
[Text](#)
 - How many parts, suppliers and manufacturers are in BOMcheck?
[Video](#)
[Text](#)
 - What is the cost?
[Text](#)
 - Overview of the Supplier Account, Manufacturer Account and Super User Account:
[Video](#)
[Text](#)
- Setting up a Supplier Account
 - Overview of the tools in a Supplier Account
[Video](#)
[Text](#)
 - Appointing an Authorised Individual
[Text](#)
 - Supplier DUNS number
[Video](#)
[Text](#)
 - Appointing multiple Authorised Individuals at one Supplier
[Text](#)
 - Becoming the Principal Contact for your company's Supplier Account
[Video](#)
[Text](#)
 - How Authorised Individuals can pay the annual subscription fee
[Text](#)
 - Free membership for small suppliers
[Text](#)
- Setting up a Manufacturer Account
 - Business benefits of using BOMcheck to gather declarations from suppliers
[Video](#)
[Text](#)
 - Requesting a Manufacturer Agreement to use BOMcheck to gather declarations from your suppliers
[Text](#)
 - Setting up a Super User Account
[Text](#)
 - Sending requests to suppliers to make declarations in BOMcheck
[Video](#)
[Text](#)

- Making a Regulatory Compliance Declaration (RCD)
 - Overview of Regulatory Compliance Declarations (RCD) and Full Materials Declarations (FMD)
[Video](#)
[Text](#)
 - Making a RCD Declaration
[Video](#)
[Text](#)
 - Setting the confidentiality of a RCD
[Video](#)
[Text](#)
 - Updating RCDs with new compliance information and new confidentiality settings
[Video](#)
[Text](#)
 - Uploading an IPC 1752A Class C XML file
[Video](#)
[Text](#)
 - Pending and Approved Declarations
[Video](#)
[Text](#)
 - Making a FMD declaration
[Video](#)
[Text](#)
 - Using an existing FMD as the starting point for a new FMD for a new parts list
[Video](#)
[Text](#)
 - Making a FMD with up to 5% undeclared substances
[Video](#)
[Text](#)
 - Updating the confidentiality settings for your FMD Declarations
[Video](#)
[Text](#)
 - Approved and Pending Declarations
[Video](#)
[Text](#)
- Mapping Supplier Part Numbers to Customer Part Numbers
[Video](#)
[Text](#)
- Creating an Assembly part by uploading a BOM parts list
 - Creating an Assembly by uploading a BOM parts list
[Video](#)
[Text](#)
 - Creating an Assembly with missing part numbers
[Video](#)
[Text](#)
 - Creating a customer part which references to several alternate supplier parts
[Video](#)
[Text](#)
 - Taking a risk assessment approach for an Assembly part
[Video](#)
[Text](#)
- Using BOMcheck and EN 50581 to comply with RoHS2 Technical Documentation Requirements
[Video](#)
[Text](#)
- Conflict Minerals

- Overview of Conflict Minerals requirements
[Video](#)
[Text](#)
- Using a Manufacturer Account to download declarations from BOMcheck
 - Manual process for downloading declarations from BOMcheck
[Video](#)
[Text](#)
 - Downloading a list of BOMcheck Supplier Codes and receiving email notification when your suppliers join BOMcheck
[Video](#)
[Text](#)
 - Storing a Watchlist and receiving email notifications when parts on your list are added or changed
[Video](#)
[Text](#)
- Corporate compliance statements for packaging
[Video](#)
[Text](#)
- Creating a Boxed Product
 - Creating a Boxed Product for a list of equipment articles
[Video](#)
[Text](#)
 - Making a RCD for Sales Packaging parts
[Video](#)
[Text](#)
 - Creating a Boxed Product which includes Sales Packaging part numbers
[Video](#)
[Text](#)