

Substance Declaration Standard
AS9535

RATIONALE

This standard is being developed to address, in a consistent way, the collection of information on chemicals throughout the supply chain. This information is key for compliance with numerous regulatory requirements as well as to meet customer and other stakeholders' expectations and obligations. This standard will consist of two components; (1) declaration form and (2) instructions for completing the declaration form. A standard format will ensure consistency, will eliminate duplication of reporting, and will facilitate mechanization of data on component chemistry. This standard facilitates reporting either against a substances list or full disclosure of chemical composition.

1. SCOPE

This standard applies to the aerospace and defense industries and their supply chains.

1.1 Purpose

This standard was developed for use by members of the aerospace and defense industries to assist in making product and process decisions to support compliance with regulatory and customer requirements, as well as business risks management such as supply chain disruption.

2. APPLICABLE DOCUMENTS

The standard will consists of a data collection form as well as instructions for completing the form The Declarable Substances Form is contained in Appendix A. This standard is intended to be used in conjunction with ARP9536.

The Aerospace Industries Associations of America and of Europe have been working on substances declaration for years. With REACH (EU Regulation on Registration, Evaluation and Authorization of Chemicals) and other international regulatory pressure and customer requirements, GIFAS and other associations and companies concluded they also need a consistent method for collecting information from the supply chain. SAE thanks Aerospace Industries Association (AIA) and the AeroSpace and Defence Industries Association of Europe (ASD) for their cooperation in the planning of this document. This standard is being published simultaneously in the U.S. and in Europe. The European version carries the same number and is published by ASD-STAN.

2.1 SAE Publications

Available from SAE International, 400 Commonwealth Drive, Warrendale, PA 15096-0001, Tel: 877-606-7323 (inside USA and Canada) or 724-776-4970 (outside USA), www.sae.org.

ARP 9536 Declarable Substances Recommended Practice

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ASD-Stan Publications

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ASD Stan Declarable Substances Recommended Practice

3. INSTRUCTIONS FOR COMPLETING THE DECLARABLE SUBSTANCES FORM

The Declarable Substances Form is designed to provide information about the composition of items supplied to aerospace manufacturers. Additional requests for information to your suppliers of chemicals beyond MSDS data may be required to accurately complete this Substance Declaration. Not all substances will be identified on an MSDS. Also, proprietary constituents and percent composition ranges listed in an MSDS may not be accurate enough for this declaration. We recommend using this same standard format for those requests down your supply chain.

The form consists of 7 tabs, 3 of which provide instructions (1st, 3rd and 6th). The 2nd tab provides information about the requestor, supplier and the identification of the item(s). The 4th and 5th tabs (Declarable Substances and ARP9536) provides an opportunity for the supplier to declare which, if any, substances on the SAE recommended practice list of declarable substances (ARP9536) are present in the supplied product. The 7th tab (Full Disclosure) provides an opportunity for the supplier to provide 100% chemical composition of the supplied item(s).

The requestor fills out the designated sections in the first section of the form and sends it to the supplier. The supplier then fills out the remaining requested information in the first Section. The supplier then completes either Tabs 4 and 5 or Tab 7, as the supplier feels is Appropriate Tab 7 requires more information about the supplied product, but this may be the most efficient section to fill out. This is because the Declarable Substances List referenced in the paragraph above is likely to change over time, requiring repeated requests for declaration against the revised list.

The supplier returns the completed form to the requestor.

Below is a further explanation of the requested information in Tabs 2, 4, 5 and 7.

Requestor Information (Information marked by an asterisk is required) – 2nd Tab

3.1 Requestor Information (Information marked by an asterisk is required)

- 3.1.1 Company Name* - The name of the legal entity requesting the information, as it appears on the purchase contract with the supplier
- 3.1.2 Request date* - Date request was sent out. The format is DD Mon YYYY (for example 20 Aug 2008)
- 3.1.3 Request document ID - Sequential tracking number. This is a number created by the requestor to help track individual requests, since several requests may be sent to the same supplier for different products, or to different supplier sites. The format of the number will be assigned by the requestor
- 3.1.4 Response by date - Date response is due back from the supplier. The format is DD Mon YYYY (for example 20 Aug 2008)
- 3.1.5 Contact person* - This is the person in the requesting organization who is responsible for managing the information when it is returned to the requesting organization
- 3.1.5a Contact title* - The job title (role) of the contact person within the requestor organization
- 3.1.5b Contact location - Facility location of requestor contact. Where multiple parts of a company are located on the same site or within the same town, sufficient information is to be supplied to distinguish the site name within the location as relevant to the contract. In the format [site name]/[town or city name]/[state or country name]

- 3.1.5c Contact phone number* - Full international telephone number (for example +44 123 5678910 or ++01 123 4567890)
- 3.1.5d Contact email* - email address of the requestor contact (or the associated administrative mailbox for these requests)
- 3.1.6 My supplier ID - Requestor's supplier tracking number. This is the number that the requestor uses to identify the individual supplier, such as a vendor code from SAP or similarsystem
- 3.1.7 Requestor item number* - In-house assigned number to item being purchased. For example, this is the part number as designated by the requestor
- 3.1.8 Requestor item name - In-house assigned name to item being purchased. This could be the trade name as designated on a materials safety data sheet, a part or assembly name as given on a drawing, or the specification (in the case of an alloy)
- 3.1.9 Supplier item number - As assigned by requestor. Where the supplier has a different internal part no. or other identifying code that differs from the requestor's code, it should be given here
- 3.1.10 Supplier item name - The name for the item being purchased as defined by the supplier, where the name differs from that used by the requestor, to describe the same item
- 3.1.10a Supplier item revision (#/date) - Most current revision to this item; e.g., change in composition but retaining same item number. The format is the revision number (01) and the date of the revision, for example 20 Aug 2008. The entry would read: 01/20Aug 2008

Supplier Information (Information marked by an asterisk is required) – 2nd Tab

- 3.1.11 Company name* - The name of the legal entity supplying the information, as it appears on the purchase contract with the requestor
- 3.1.12 Cage code number - To be provided if available
- 3.1.13 Supplier Document ID - The sequential reference number or code associated with the order or contract, that will link this document to the request to supply the document, within the document control system of the supplier
- 3.1.14 Response Date* - Date information is sent to the requestor. The format is DD Mon YYYY (for example 20 Aug 2008)
- 3.1.15 Contact Person - Supplier's primary contact person to Requestor for this request
- 3.1.15a Contact title* - The job title (role) of the contact person within the supplier organization
- 3.1.15b Contact phone number* - Full international telephone number of the supplier contact (for example +44 123 5678910 or ++01 123 4567890)
- 3.1.15c Contact email* - email address of the supplier contact (or the associated administrative mailbox for these requests)
- 3.1.16 Requestor item number - Information automatically carried over from #7 above
- 3.1.17 Supplier item number* - As assigned by the supplier
- 3.1.18 Supplier item name - As assigned by the supplier

- 3.1.19 Source of Supply - Physical Location from which item is being supplied / The source of the supply as per the contract. Where multiple parts of a company are located on the same site or within the same town, sufficient information is to be supplied to distinguish the site name within the location as relevant to the contract. In the format [site name]/[town or city name] name/[state or country name]
- 3.1.20 Delivery Location - Customer site to which item is being delivered. Where multiple parts of a company are located on the same site or within the same town, sufficient information is to be supplied to distinguish the site name within the location as relevant to the contract. In the format [site name]/[town or city name]/[state or country name]
- 3.1.21 Substances intended to be released. A response of Yes requires that supplier must complete the full disclosure form (Tab 7). See Glossary for definition of Intended Release
- 3.1.22 Company Type - Formulator, Distributor, OEM, Repair
- 3.1.23 Which form will you use – Declarable Substances or Full Disclosure
- 3.1.24 To the best of the supplier's knowledge, all information provided in this response, is accurate and complete. **To be answered after Tabs 4 and 5 or Tab 7 are completed.** Include responsible person's name and title

Declarable Substances (Reference ARP9536 - SAE Recommended Practice on Declarable Substances) – 4th and 5th Tab

Declarable Substances (All Cells color-code with TAN are automatically populated from information completed earlier in the form)

Declarable Substances - 4th Tab

- 3.2.1 Requestor item number – This information is automatically carried over from Tab 2: General Information (#7)
- 3.2.2 Supplier item number - This information is automatically carried over from Tab 2: General information (#16)
- 3.2.3 Supplier item name - This information is automatically carried over from Tab 2: General information (#16)
- 3.2.4 Preparer's name* - Person who completed the information for this request
- 3.2.4a Preparer's title - The job title (role) of the person within the supplier organization who has filled in this form
- 3.2.4b Preparer's phone* - Full international telephone number (for example +44 123 5678910 or +01 123 4567890)
- 3.2.4c Preparer's email* - email address of the preparer
- 3.2.5 Weight of item* - Actual weight of part without packaging
- 3.2.5a Unit of measure - Is the weight provided in #5 above in Pounds or kilograms? This is a drop down menu - Please choose the appropriate unit
- 3.2.6 Item **DOES NOT** contain any chemicals listed below in amounts > 0.1% Wt %. Review all the substances found in the Item referenced in this request, and compare them to the CAS#s listed on Tab 5 - ARP9536. Choose the Checked box if this statement is true (CheckBox). If this statement is TRUE, there is no need to complete the list on Tab 5 - ARP9536 Detailed List

3.2.7 Item **DOES** contain chemical(s) listed below in amounts > 0.1% Wt %. Review all the substances in the Item referenced in this request, and compare them to the CAS #s listed on Tab 5 - ARP9536. Choose the Checked box if this statement is true (Check Box). **If this statement is TRUE, then Tab 5 - ARP9536 Detailed List, must be completed**

NOTE: Additional requests for information to your suppliers of chemicals beyond MSDS data may be required to accurately complete this Substance Declaration. Not all substances will be identified on an MSDS. Also, proprietary constituents and % composition ranges listed in an MSDS may not be accurate enough for this declaration. We recommend using this same standard format for those requests down your supply chain

ARP 9536 Detailed List – 5th Tab

3.2.8 CAS number - From ARP9536 Detailed List

3.2.9 Index number - From ARP9536 Detailed List

3.2.10 Chemical Name - From ARP9536 Detailed List

3.2.10a Chemical Family - From ARP9536 Detailed List

3.2.11 % weight: Please provide the weight % (of the total provided in #5 above) for each substance in the item above 0.1%. As accurate a response as possible is required. For those substances which have a range for weight, please provide the MOST TYPICAL VALUE, not the range

3.2.12 Will this substance be pre-registered by you or your upstream supplier(s) between 1 June and 30 Nov 2008? If yes, check the box corresponding to those substances being declared. This question is to be answered for those substances being declared

NOTE: Under REACH, Articles have Notification and Communication requirements. Preregistration and Registration may not be applicable

3.2.13 Registration Number: Provide the REACH registration number for the substance, if available

Full Disclosure – 7th Tab

3.3.1 Requestor item number - Information automatically carried over from Tab 2: General Information (#7)

3.3.2 Supplier item number - Information automatically carried over from Tab 2: General Information (# 7)

3.3.3 Supplier item name - Information automatically carried over from Tab 2: General Information (#18)

3.3.4 Preparer's name* - Person who completed the information for this request

3.3.4a Preparer's title - The job title (role) of the person within the supplier organization who has filled in this form.

3.3.4b Preparer's phone* - Full international telephone number (for example +44 123 5678910 or+01 1234567890)

3.3.4c Preparer's email* - email address of the preparer

3.3.5 Weight of item* - Actual weight of part without packaging

3.3.5a Unit of measure – Is the weight provided in #5 above in pounds or kilograms? This is a drop-down menu - Please choose the appropriate unit

- 3.3.6 CAS number – Supply the CAS number for each substance found in the Requestor Item (#1) above 0.1% by weight. **Do not use dashes in the number** (xxxxxxx, not xxxxx-xx-x)
- 3.3.7 EC (EINECS or ELINCS) number - Only include an EINECS or ELINCS if a CAS number is not available. **Do not use dashes in the number** (xxxxxxx, not xxxxx-xx-x)
- 3.3.8 Chemical name - Chemical name corresponding to the CAS number provided in #6
- 3.3.9 % weight: Please provide the weight % (of the total provided in #5 above) for each substance in the item above 0.1% by weight
- 3.3.10 Will this substance be pre-registered by you or your upstream supplier(s) between 1 June and 30 Nov 2008? If yes, please choose YES from the drop down box corresponding to those substances being declared. This question is to be answered for those substances being declared.

NOTE: Under REACH, Articles have Notification and Communication requirements. Preregistration and Registration may not be applicable

- 3.3.11 Registration Number: Provide the REACH registration number for the substance, if available
- 3.3.12 Is this substance a polymer? If yes, check the box corresponding to those substances which are polymers

Instructions for Saving Document

- 3.4.1 To ensure that your responses to the requestor cannot be altered, it is recommended that the document be password protected after completion and before returning to the requestor.
- 3.4.1.1 Change the file name: it is recommended that the file be named with the following protocol, unless otherwise specified by requestor: 'Manufacturers name_item number_day_month_year.'
- 3.4.2 To password-protect the document: on the **file menu** click **save as**, this opens the save as with a new **tools** menu (#1 below), click this and then **general options** (#2 below). In the **password to modify** box (#3 below), type in a password, click **OK**, confirm password, then click save.

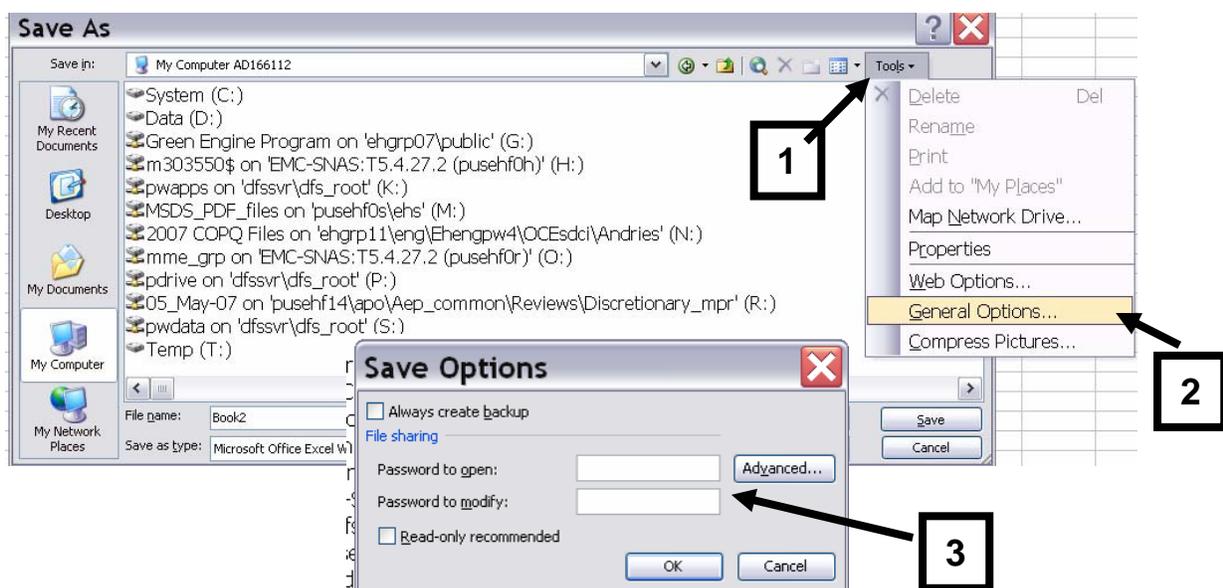


Figure 1: Instructions on saving document after completion

3.4.3 When the file is returned to the requestor, it can be opened as a 'Read only' file. This original cannot be altered. If the requestor needs to make modifications as part of their own declaration to their supplier, the file can be modified after it has been saved as a different file name.

4. DISCLAIMER

While due diligence has been being exercised in the preparation of this standard and the Declarable Substances List, this list should not be considered to be exhaustive and will be periodically reviewed and updated.

Application of this standard is the sole responsibility of its users.

5. NOTES

- 5.1 A change bar (I) located in the left margin is for the convenience of the user in locating areas where technical revisions, not editorial changes, have been made to the previous issue of this document. An (R) symbol to the left of the document title indicates a complete revision of the document, including technical revisions. Change bars and (R) are not used in original publications, nor in documents that contain editorial changes only.

APPENDIX A - DECLARABLE SUBSTANCES FORM

SAE AS9535 - Substance Declaration Form TAB 2: GENERAL INFORMATION			
Requester Information			
1. Company Name *	2. Request Date *	3. Request Document ID	4. Respond By Date
5. Contact Name *	5a. Contact Title	5b. Contact Location	5c. Contact Phone *
6. My supplier ID			5d. Contact Email *
7. Requestor Item Number *	8. Requestor Item Name	9. Supplier Item Number	10. Supplier Item Name
Supplier Information			
11. Company Name *	12. Cage Code / ID Number	13. Supplier Document ID	14. Response Date *
15. Contact Name *	15a. Contact Title*	15b. Contact Phone*	15c. Contact Email*
16. Requester Item Number	17. Supplier Item Number	18. Supplier Item Name	19 Source of Supply
21. Does this item contain substances intended to be released?		22. Company type	
23. Please select which form will be completed. Note: If 21 above was answered YES, you must complete FULL DISCLOSURE rather than DECLARABLE SUBSTANCES form			
24. To the best of the supplier's knowledge, all information provided in this response, is accurate & complete 24a. Signature (electronic copy, provide name & title; For hard copy, provide name, title & signature)			

FIGURE A1 - TAB 2: GENERAL INFORMATION

**SAE AS9535 - Substance Declaration Form
Tab 4: Declarable Substances**

1. Requestor Item #	2. Supplier Item #	3. Supplier Item Name	
0	0		
4. Prepared By: *	4a. Preparer's Title	4b. Preparer's Phone*	4c. Preparer's Email*
5. Weight of Item, as Delivered, excludes packaging (Actual weight, not shipping weight -) *	5a. Unit (Drop Down (Lbs / Kg)		
<p>6. Item DOES NOT contain any chemicals listed below in amounts $\geq 0.1\%$ Wt %. Review all the substances found in the Item referenced in this request, and compare them to the CAS #s listed on Tab 5 - ARP9536. Choose the Checked box if this statement is true (Check Box). If this statement is TRUE, there is no need to complete the list on Tab 5 - ARP9536 Detailed List</p>			
	Check box to the left if statement above is true		
<p>7. Item DOES contain chemical(s) listed below in amounts $\geq 0.1\%$ Wt %. Review all the substances in the Item referenced in this request, and compare them to the CAS #s listed on Tab 5 - ARP9536. Choose the Checked box if this statement is true (Check Box). If this statement is TRUE, then Tab 5 - ARP9536 Detailed List, must be completed</p>			
	Check box to the left if statement above is true		
<p>Note: Additional requests for information to your suppliers of chemicals beyond MSDS data may be required to accurately complete this Substance Declaration. Not all substances will be identified on an MSDS. Also, proprietary constituents and % composition ranges listed in an MSDS may not be accurate enough for this declaration. We recommend using this same standard format for those requests down your supply chain.</p>			
<p>Please return to Question 24 on Tab 2 - General Information after completing Tab 5</p>			

FIGURE A2 - TAB 4: DECLARABLE SUBSTANCES

8. CAS No.	9. EU Index Number	10. Chemical Name	10a. Chemical Family	11. Weight Percent (For ranges, report typical (mode) value, NOT the range)	12. Will this substance be pre-registered by you or your upstream supplier(s) between 1 June and 20 Nov 2008? If yes, check the box corresponding to those substances being declared.	13. Registration Number (if available)
7440-38-2		ARSENIC	FAMAS		<input type="checkbox"/>	
NOCAS0030		ARSENIC COMPOUNDS	FAMAS		<input type="checkbox"/>	
1303-00-0	033-002-00-5	GALLIUM ARSENIDE	FAMAS		<input type="checkbox"/>	
1327-53-3	033-003-00-0	diarsenic trioxide; arsenic trioxide	FAMAS		<input type="checkbox"/>	
1303-28-2	033-004-00-6	diarsenic pentoxide; arsenic	FAMAS		<input type="checkbox"/>	
10102-49-5	033-005-00-1	Arsenic acid (H3AsO4), iron(3+) salt (1:1)	FAMAS		<input type="checkbox"/>	
10102-50-8	033-005-00-1	Arsenic acid (H3AsO4), iron(2+) salt (2:3)	FAMAS		<input type="checkbox"/>	
10103-50-1	033-005-00-1	Arsenic acid, magnesium salt	FAMAS		<input type="checkbox"/>	
10103-61-4	033-005-00-1	Arsenic acid, copper salt	FAMAS		<input type="checkbox"/>	
10103-62-5	033-005-00-1	Arsenic acid (H3AsO4), calcium salt	FAMAS		<input type="checkbox"/>	
102110-21-4	033-005-00-1	Arsenic acid (H3AsO4), magnesium salt, manganese-doped	FAMAS		<input type="checkbox"/>	
10476-82-1	033-005-00-1	Strychnidin-10-one, compd. with arsenic acid (H3AsO4) (1:1)	FAMAS		<input type="checkbox"/>	
13453-15-1	033-005-00-1	Diarsenic acid	FAMAS		<input type="checkbox"/>	
13462-93-6	033-005-00-1	Arsenic acid (H3AsO4), monoammonium salt	FAMAS		<input type="checkbox"/>	
13464-38-5	033-005-00-1	Arsenic acid, trisodium salt	FAMAS		<input type="checkbox"/>	
13464-44-3	033-005-00-1	Arsenic acid (H3AsO4), zinc salt (2:3)	FAMAS		<input type="checkbox"/>	
13464-68-1	033-005-00-1	Arsenic acid (H3AsO4), strontium salt (2:3)	FAMAS		<input type="checkbox"/>	
13477-04-8	033-005-00-1	Arsenic acid (H3AsO4), barium salt (2:3)	FAMAS		<input type="checkbox"/>	
13477-70-8	033-005-00-1	Arsenic acid (H3AsO4), nickel(2+) salt (2:3)	FAMAS		<input type="checkbox"/>	
13478-14-3	033-005-00-1	Arsenic acid (H3AsO4), trithium salt	FAMAS		<input type="checkbox"/>	
13510-44-6	033-005-00-1	Arsenic acid, trisilver(1+) salt	FAMAS		<input type="checkbox"/>	
24719-13-9	033-005-00-1	Arsenic acid (H3AsO4), triammonium salt	FAMAS		<input type="checkbox"/>	
24719-19-5	033-005-00-1	Arsenic acid (H3AsO4), cobalt(2+) salt (2:3)	FAMAS		<input type="checkbox"/>	
29871-13-4	033-005-00-1	Arsenic acid (H3AsO4), copper(2+) salt	FAMAS		<input type="checkbox"/>	
32680-29-8	033-005-00-1	Arsenic acid, ammonium copper salt	FAMAS		<input type="checkbox"/>	
3687-31-8	033-005-00-1	Arsenic acid (H3AsO4), lead(2+) salt (2:3)	FAMAS		<input type="checkbox"/>	
7631-89-2	033-005-00-1	Arsenic acid, sodium salt	FAMAS		<input type="checkbox"/>	
7778-39-4	033-005-00-1	Arsenic acid	FAMAS		<input type="checkbox"/>	
7778-41-8	033-005-00-1	Arsenic acid, copper(2+) salt (2:3)	FAMAS		<input type="checkbox"/>	
7778-43-0	033-005-00-1	Arsenic acid, disodium salt	FAMAS		<input type="checkbox"/>	
7778-44-1	033-005-00-1	Arsenic acid, calcium salt (2:3)	FAMAS		<input type="checkbox"/>	
7784-37-4	033-005-00-1	Arsenic acid (H3AsO4), mercury(2+) salt (1:1)	FAMAS		<input type="checkbox"/>	
7784-38-5	033-005-00-1	Arsenic acid (H3AsO4), manganese(2+) salt (1:1)	FAMAS		<input type="checkbox"/>	
7784-41-0	033-005-00-1	Arsenic acid, monopotassium salt	FAMAS		<input type="checkbox"/>	
7784-44-3	033-005-00-1	Arsenic acid (H3AsO4), diammonium salt	FAMAS		<input type="checkbox"/>	
7786-36-9	033-005-00-1	Arsorane, pentahydroxy-	FAMAS		<input type="checkbox"/>	
99035-51-5	033-005-00-1	Diarsenic acid, vanadium(4+) salt (1:1)	FAMAS		<input type="checkbox"/>	
NOCAS0019	033-005-00-1	arsenic acid and its salts	FAMAS		<input type="checkbox"/>	

FIGURE A3 - TAB 5: ARP9536 DETAILED LIST

APPENDIX B - ARP9535 GLOSSARY

CMRs: Carcinogens, Mutagens or Reproductive Toxins

CAS Number: A CAS registry number is a unique numeric identifier that can contain up to 10 digits, divided by hyphens into three parts, to designate only one chemical substance. The CAS number is assigned by the Chemical Abstract Service

EINECS: European Inventory of Existing Chemical Substances) is a registry number given to each chemical substance commercially available in the European Union between 1 January 1971 and 18 September 1981. The inventory was created by Directive 67/548/EEC concerning the labeling of dangerous substances.

ELINCS: European List of Notified Chemical Substances

Intended Release: A substance is intended to be released, if under normal or reasonably foreseeable conditions of use, the release is essential for the end use function of the article. In other words, without the release of the substances, the article would not work sufficiently or as intended by the supplier of the article. Additionally, if the release contributes to a quality or minor function of the article, which is not directly connected to the end use function (e.g. perfumed eraser), then it is an intended release. Normal wear during use is not an intended release.

MSDS: Material Safety Data Sheet is a form containing data regarding the properties of a particular substance. An important component of product stewardship and workplace safety, it is intended to provide workers and emergency personnel with procedures for handling or working with that substance in a safe manner, and includes information such as physical data (melting point, boiling point, flash point, etc.), toxicity, health effects, first aid, reactivity, storage, disposal, protective equipment, and spill handling procedures. The exact format of an MSDS can vary from source to source and shall be provided in compliance with the applicable regulatory framework and in the language of the country where the item is delivered.

ODS: Ozone Depleting Substances

PBT: Persistent, Bioaccumulative and Toxic

POP: Persistent Organic Pollutants

SAP: Enterprise resource planning software produced by **SAP AG**, headquartered in Walldorf, Germany.

vPvB: very Persistent and very Bioaccumulative