

SCIP Database Notifications

How to prepare and submit a SCIP notification

Version	Changes	Date
1.0	Initial version	17 Feb 2020
1.1	Typographical error	20 Feb 2020
2.0	New features on IUCLID (Advance search, new article category and mixture category selection, creation of complex object components by referencing) for the preparation of the Dossier. New features on the Submission report.	13 July 2020
2.1	New functionalities to allow to refer to SCIP data already submitted to ECHA.	24 August 2020
3.0	New features on IUCLID (Advance search in ref.substances, inbound references, export and delete in bulk). SCIP database open for submitting notifications to comply with the legal obligations. Changes on the submission report.	28 Oct 2021

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Introduction

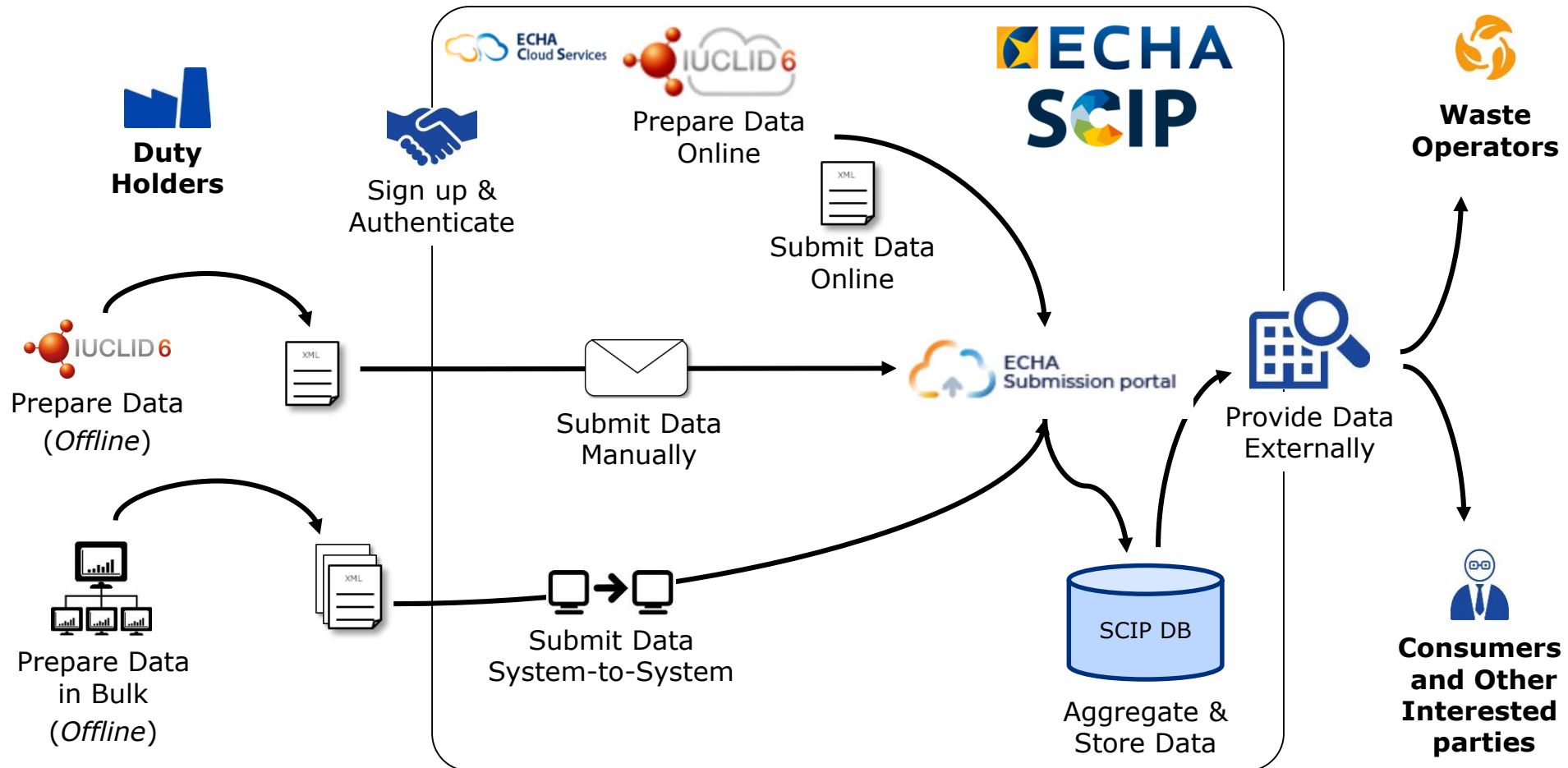
A large, centered version of the SCIP logo, featuring the letters 'SCIP' in a bold, dark blue font with a colorful, multi-faceted geometric design for the letter 'C'.

SCIP is the database for information on **S**ubstances of **C**oncern **I**n articles as such or in complex objects (**P**roducts) established under the Waste Framework Directive (WFD).

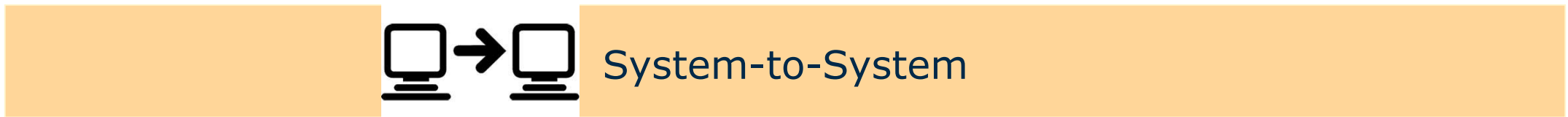
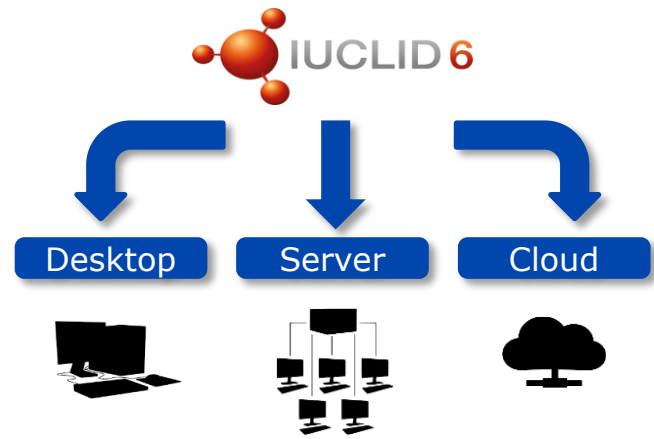
The SCIP database ensures that the information about the presence of SVHCs is available throughout the whole life cycle of products and materials, including at the waste stage.

<https://echa.europa.eu/scip-database>

SCIP Database: Information Flow



Overview of the SCIP Notification Process



SCIP Database: Tools



**Sign up &
Authenticate**

In order to have access to ECHA IT tools, namely ECHA Cloud Services and ECHA Submission Portal, an ECHA Account must first be created.

Dossier Preparation



SCIP Notifications are submitted to ECHA by using IUCLID Dossiers (i6z files). IUCLID is the International Uniform Chemical Information Database maintained by ECHA and the OECD and includes a user interface to prepare and create SCIP Notifications.

Dossier Submission



The ECHA Submission Portal (ECHA Cloud Service) is an online tool to submit SCIP Notification dossiers according to the harmonised IUCLID format.

Dossier Preparation & Submission

**System-to-System
Service**

Companies can create SCIP Notification dossiers, on the harmonised format, in their own systems and submit their notifications to ECHA Submission Portal, via an automatic S2S transfer.

Getting Access

This chapter describes the process to access the ECHA Cloud Services, how to create an ECHA Account and how to link the Legal Entity Information in order to use the tools for the Preparation and Submission of SCIP Notifications.

Accessing ECHA Cloud Services

The screenshot shows the ECHA website navigation menu with categories: LEGISLATION, CONSULTATIONS, INFORMATION ON CHEMICALS, and SUPPORT. A search bar is present with the text 'Search for Chemicals' and a search button. Below the search bar, there are several icons for various services: Interact Portal, REACH-IT, IUCLID 6, CHESAR, R4BP 3, SPC Editor, ePIC, ECHA Cloud Services, and Poison Centres. A callout box points to the 'ECHA Cloud Services' icon.

You can access ECHA Cloud Services from the general ECHA webpage: <https://echa.europa.eu>

You can access ECHA Cloud Services from the SCIP webpage: <https://echa.europa.eu/scip>

The screenshot shows the SCIP Database webpage. On the left is a navigation menu under 'WFD' with categories like 'Understanding WFD', 'SCIP Database', 'SCIP support', and 'Tools to prepare and submit notifications'. The main content area features the 'SCIP Database' title, the SCIP logo, and a description: 'SCIP is the database for information on Substances of Concern in articles as such or in complex objects (Products) established under the Waste Framework Directive (WFD)'. Below this is a 'News' section with a list of recent updates. On the right, there is a sidebar with a 'New to SCIP? Check out our infographic' link, an 'Access ECHA Cloud Services' button, a video player titled 'Who needs no...', and a 'Subscribe' button for email alerts.

Welcome page (<https://ecs.echa.europa.eu/cloud/home.html>)

ECHA Cloud Services

Welcome to ECHA Cloud Services

Login

If you already have an ECHA Account, for example to access REACH-IT, please log in here.

[Log in](#)

Register

If you do not have an ECHA Account, you can create one and then assign a legal entity to it.

For more information please see the [Q&A](#).

[Register](#)

If you **have** an ECHA Account, click 'Login'.

If you **do not have** an ECHA Account, click 'register'. Additional information on how to create an ECHA account is available at the [ECHA account manual](#).

Go to "Login with existing account"

Defining the user roles

The User Roles define the user access level within the ECHA IT applications. In the SCIP context the user roles needed are the following

- **LE Manager** → can view and edit the LE Account and add, remove or edit user's data and contacts.
- **Submission Portal Manager** → can submit **SCIP Notifications** through ECHA Submission Portal.
- **IUCLID Full Access** → can prepare **SCIP Notifications online** in IUCLID Cloud.
- **'Reader' and 'Read' Roles** → these roles are entitled to 'read only' access.

Login with existing account

1 Enter your 'username' and 'password'

2 Click on 'Login with "ECHA account"'

ECHA
EUROPEAN CHEMICALS AGENCY

WELCOME
Please enter your login information

Username * [Forgot username?](#)

Password * [Forgot password?](#)

Login with "ECHA Account"

Don't have an account? [Create an ECHA account](#)

Or

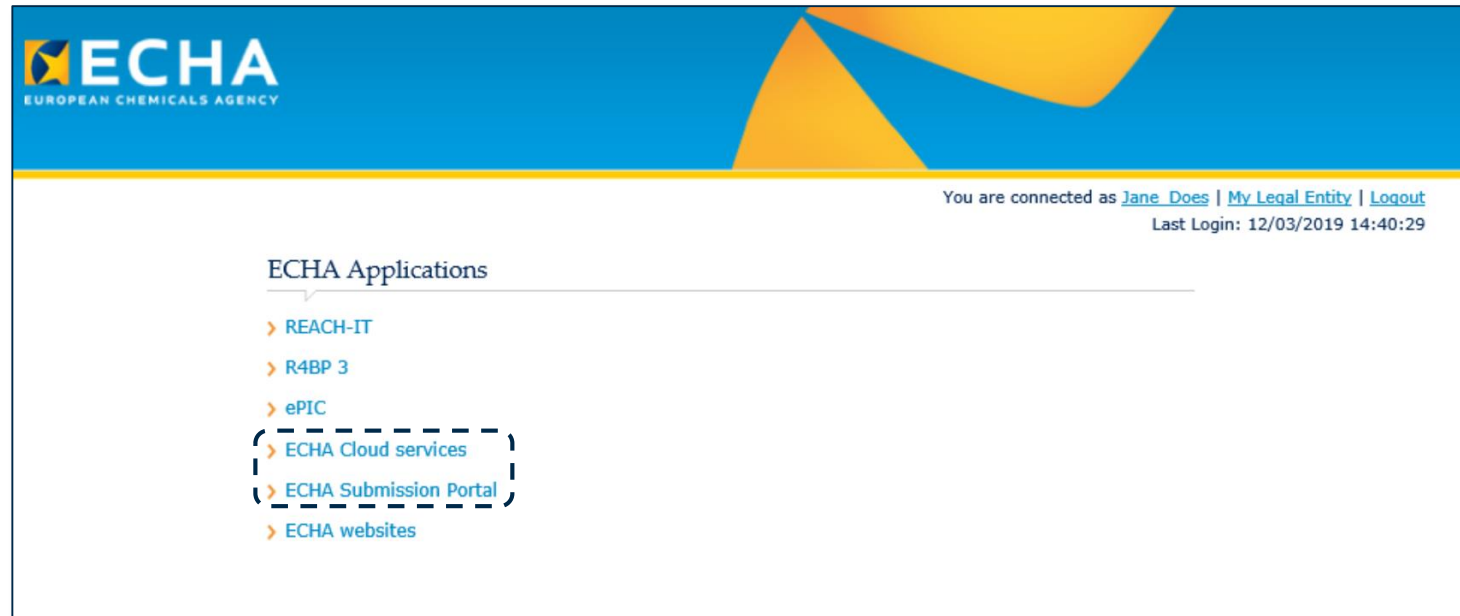
Login with "EU Login"

[What type of account do I need?](#)

[Need help?](#)

Additional information on ECHA accounts is available at the [ECHA account manual](#).

Accessing ECHA Applications for the first time



First time users will be required to accept the 'Terms & Conditions' of each application before being able to proceed.

To read the full 'Terms & Conditions', click on the respective link.

Dossier preparation for SCIP notifications

This chapter describes the different ways to prepare a SCIP Notification, and explains how to start preparing a SCIP Notification dossier in IUCLID .

Ways to prepare a SCIP notification

There are three ways to prepare SCIP notifications:

1. Preparing your Notification online in **IUCLID Cloud**

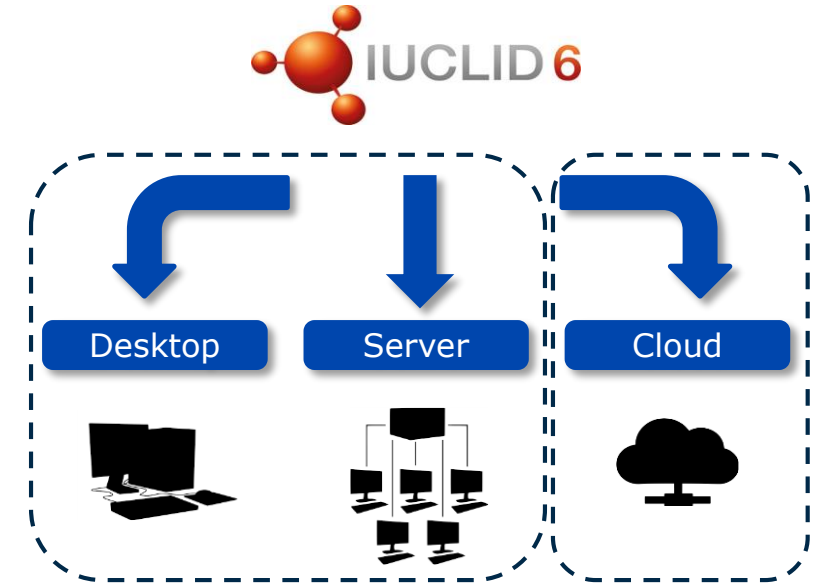
ECHA Cloud services provide a web-based access to IUCLID Cloud instance for preparing SCIP Notifications.

2. Preparing your Notification in **IUCLID 6 (Server & Desktop)**

The SCIP Notification can also be prepared 'offline' in the company's own IT infrastructure. You can download IUCLID and access to more information on [IUCLID 6 Website](#).


3. Preparing your Notification for using **System-to-System** Submission

Companies can create SCIP Notification dossiers according to the harmonised format and submit them to the ECHA Submission Portal, using S2S.





Access IUCLID Cloud Online dossier creation

ECHA Cloud services



This full IUCLID Cloud service allows users to maintain their scientific data and prepare dossier for submission to ECHA. [Read more](#)


[Access service](#)  [Manage service](#)



This service is designed for users who wish to get familiarised with a trial version of IUCLID Cloud before starting to use the full IUCLID Cloud service. [Read more](#)


[Subscribe](#)

Submission services



The ECHA Submission Portal is an online tool for submitting SCIP and Poison Centres notifications.

[Access service](#)



Trial version to get familiar with the features. All submissions made in trial will not be treated as real data.

[Access service](#)

Once you have successfully logged into the system, the **ECHA Cloud Services** Dashboard page opens.

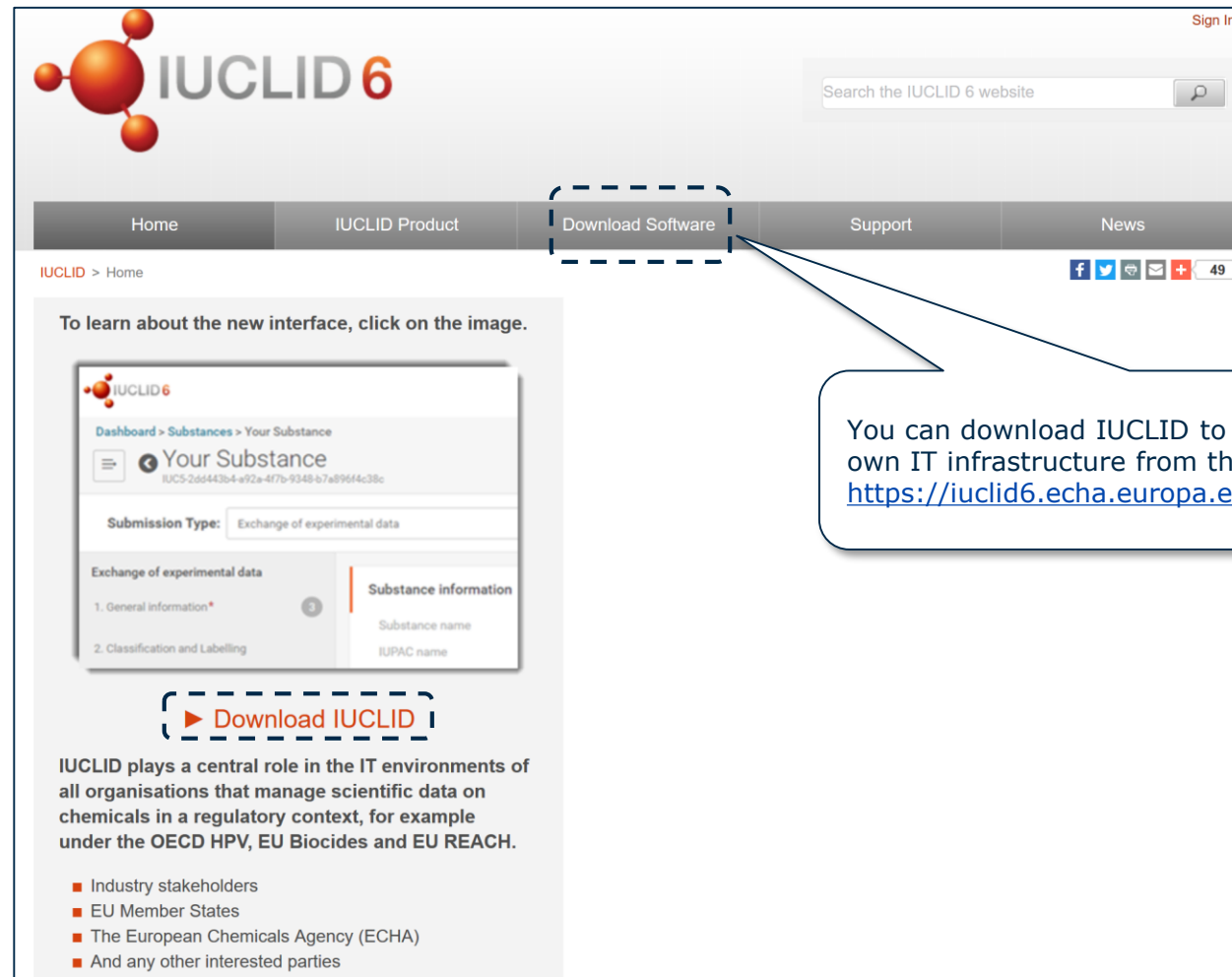
The **IUCLID Cloud** service allows for the online preparation of a SCIP Notification Dossier, while the **IUCLID Cloud Trial** service is used only for training purposes to get more familiar with the tool.

Note that only LE Managers have the rights to subscribe to a service, for other users, this functionality will not be visible.

To access the service, you first need to Subscribe.

From the ECHA Cloud service you can also access to the ECHA Submission portal, the tool created to submit SCIP notifications (more information on chapter "Submit a SCIP notification")

Download IUCLID 6 - 'offline' dossier creation



Sign In

Search the IUCLID 6 website

Home IUCLID Product **Download Software** Support News

IUCLID > Home

To learn about the new interface, click on the image.

Download IUCLID

IUCLID plays a central role in the IT environments of all organisations that manage scientific data on chemicals in a regulatory context, for example under the OECD HPV, EU Biocides and EU REACH.

- Industry stakeholders
- EU Member States
- The European Chemicals Agency (ECHA)
- And any other interested parties

You can download IUCLID to the local company's own IT infrastructure from the IUCLID webpage: <https://iuclid6.echa.europa.eu>

The IUCLID dashboard for dossier preparation

The IUCLID Dashboard page is displayed after opening IUCLID.

The dialogue icon leads to external sources of information such as Q&A, additional information and tutorials.

The user icon displays the name of the user and company name of the legal entity.

The screenshot shows the IUCLID dashboard interface. At the top left, a 'Dashboard' link is highlighted with a dashed box. To its right is a search bar labeled 'Search dossier by UUID' with a dialogue icon. The top right corner shows a user profile for 'Example_User' from 'Example_Company'. The main content area is divided into two sections. On the left, a vertical menu lists four categories: 'Guided dossier preparation' (0), 'Substances' (0), 'Mixtures' (0), and 'Articles' (0), each with a right-pointing arrow. On the right, the 'Import IUCLID file(s)' section is highlighted with a dashed box. It includes an 'Overwrite settings' dropdown set to 'If newer than existing' and a large grey area for file upload. A 'Browse' button is located at the bottom right of this area. Callouts provide detailed explanations for these elements.

There is always a link to the main menu via the three bar icon at the left of the header.

This area is used for data entry and navigation between the various IUCLID entities: 'Guided Dossier preparation'; 'Substances' datasets; 'Mixtures' datasets; **'Articles' datasets.**

A search by UUID is available for dossiers.

Import area allows IUCLID files to be uploaded by the browse functionality or drag and drop.

The dashboard top user bar

(ECHA Cloud Services only )

The dialogue icon leads to external sources of information on using ECHA Cloud services, such as tutorials.

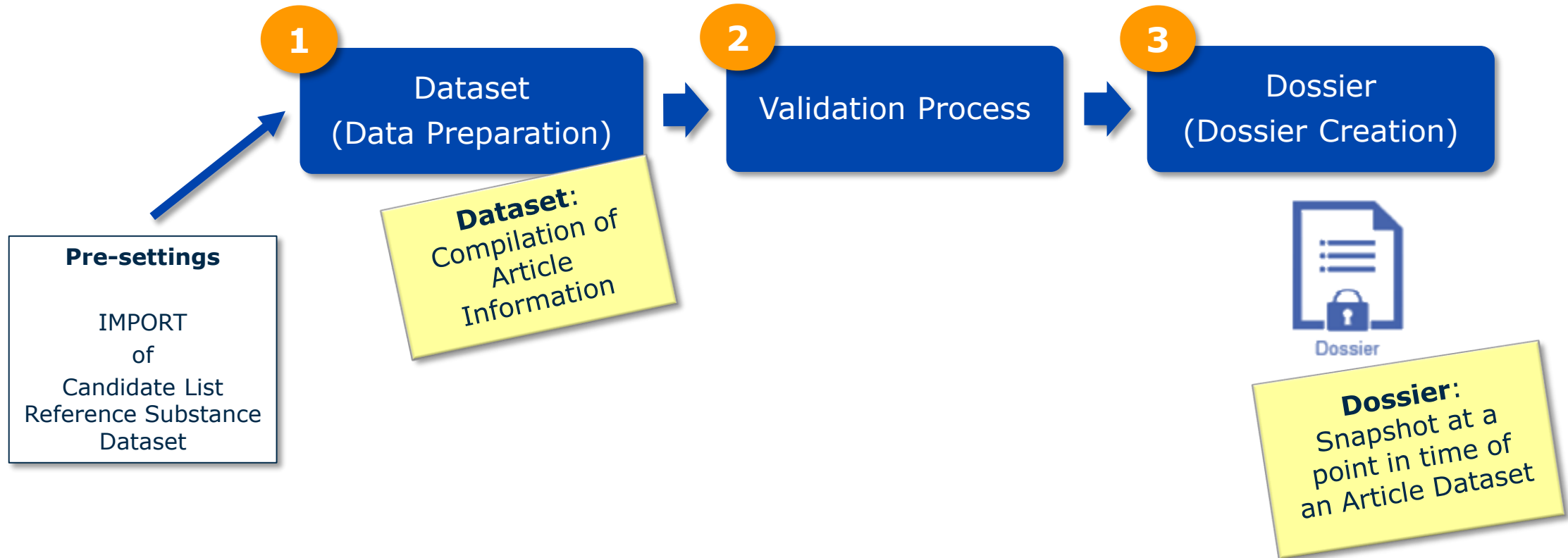
The quota icon displays the available user storage quota.

The bell icon will alert (e.g. when new versions have been released).

The user icon displays the name of the user and company name of the legal entity and, when clicked on, opens a new window for redirection to the ECHA Cloud dashboard, to the Submission Portal page, accounts management and the logout functionality.

- ECHA Cloud
- ECHA Submission portal
- Manage account
- Switch legal entity >
- Logout

Dossier preparation overview (IUCLID)



Candidate List Reference Substance IMPORT

The information on Candidate List substances is provided in SCIP Notifications by using a IUCLID reference substance entity. A reference substance can be created in IUCLID, but we recommend you, as a SCIP Notification submitter, to use the Candidate List Reference Substances Package provided by ECHA for your SCIP Notifications and to import it into your own IUCLID instances.

1
Download the **Candidate List substance package** available on Tools section on SCIP webpage.
<https://echa.europa.eu/candidate-list-package>

2
IMPORT files here by either selecting the relevant file using the 'Browse' or using the drag and drop functionality.

Candidate List reference substance

The reference substances included in your IUCLID instance can be reviewed following the next steps:

1 Click on the three bar icon at the left of the header to open the main menu

2 click on 'Reference substance'.

3 This is the Reference substance landing page

Reference substances

+ New reference substance

317 results found | Export Delete

Sort by Newest first

<input type="checkbox"/>	Butyl 4-hydroxybenzoate	14/10/2020 16:43	...
	CAS number 94-26-8	IUPAC name Butyl 4-hydroxybenzoate	
	Inventory number 202-318-7	UUID 9c73f237-695a-471f-9982-38f33b7ade53	
<input type="checkbox"/>	2-methylimidazole	14/10/2020 16:43	...

Reference substance landing page

Reference substance Page which contains a list of all the reference substances that have been created or imported.

Here, you can create a new reference substance. In the SCIP context we recommend to use the Candidate List reference substances package provided by ECHA.

Dashboard > Reference substances

Reference substances

317 results found |

Sort by Newest first

<input type="checkbox"/>	Butyl 4-hydroxybenzoate	CAS number 94-26-8 Inventory number 202-318-7	IUPAC name Butyl 4-hydroxybenzoate UUID 9c73f237-695a-471f-9982-38f33b7ade53	14/10/2020 16:43
<input type="checkbox"/>	2-methylimidazole	CAS number 693-98-1 Inventory number 211-765-7	IUPAC name 2-methylimidazole UUID f71425f4-6046-41b2-9db8-62b048c04c33	14/10/2020 16:43

Annotations:

- Here, you can search by any of the fields that are display in the list: CAS and EC number, IUPAC name, reference substance name.
- Advance search
- Name of the reference substance as it is in the Candidate List entry.
- This is the IUPAC name of the substance.
- CAS number of the substance, if available.
- EC or inventory number of the substance, if available.
- Universal Unique Identifier (**UUID**) of the reference substance
- Last modification date of the reference substance.

Document's inbound reference

In case you need to know what are the article as such that include a specific substance you can use the inbound reference feature

1 Select the reference substance

2 click on 'i' icon.

3 A sliding window will be display with all the article as such containing this reference substance.

Dashboard > Reference substances

Reference substances

antra

Advanced search

6 results found | Export Delete

- Anthracene oil, anthracene paste, distn. lights
 - CAS number 91995-17-4
 - Inventory number 295-278-5
- Anthracene oil, anthracene paste
 - CAS number 90640-81-6
 - Inventory number 292-603-2

Dashboard > Reference substances > Anthracene oil, anthracene paste, d...

Anthracene oil, anthracene paste, distn. lights

21ddc218-dc13-4061-82f1-8490708c32cf

None None

UUID: 21ddc218-dc13-4061-82f1-8490708c32cf

Reference substance name*
Anthracene oil, anthracene paste, distn. lights

IUPAC name
Anthracene oil, anthracene paste, distn. lights

Description
Candidate List Substance Direct entry

Document's inbound references

Primary Article Identifier Type	GPC (Universal Product Code)	Primary Article Identifier	UUID	
Handelbar grip_111 06/10/2020 08:37				
		9bd31e66-d9dd-42c7-810d-9c15c98a2d1d	49fedc92-03c4-4620-adf6-d1c5b80e9711	
Handelbar grip 16/07/2020 10:49				
		askdfhalskjdfhalskjdf	6ae9cc56-6482-4437-b4d0-c8791a39c17b	

Go to Article Landing Page

The screenshot shows the ECHA Cloud Services dashboard. At the top left, it says 'ECHA Cloud Services' and 'Dashboard'. On the top right, there is a search bar labeled 'Search dossier by UUID' and a user profile for 'Example_User Example_Company'. The main content area features four vertical cards: 'Guided dossier preparation' (0), 'Substances' (0), 'Mixtures' (0), and 'Articles' (0). The 'Articles' card is highlighted with a dashed blue border. To the right of these cards is a section for 'Import IUCLID file(s)' with an 'Overwrite settings' dropdown set to 'If newer than existing' and a 'Drop file to import or Browse' button.

Click on 'Articles', to access the datasets and dossiers related with SCIP notifications.

This is the Articles page which contains a list of all the article datasets (dossiers under preparation) that have been created.

Articles 0

Dashboard > Articles

Articles

Search: []

Advanced search

82 results found

Export Delete No filters selected

Include additional search criteria

Export and delete in bulk functionality

+ New article ?

Datasets **Dossiers**

Sort by Newest first

<input type="checkbox"/>	Tyre valve	Primary Article Identifier Type catalogue number	Primary Article Identifier CAT456	UUID 6205ae2e-a416-4bd2-8ab3-3cb24dbba84a	21/09/2020 12:00	...
<input type="checkbox"/>	Distributor	Primary Article Identifier Type part number	Primary Article Identifier XYZ_GAS1_123	UUID 89b75e2b-7eb1-4c16-b0e9-2d8be7e2ea45	21/09/2020 12:00	...

There is always a link to the main menu via the three bar icon at the left of the header.

Here, you can enter a search term for any of the fields that are display in this view

When highlighted, it indicates that the list of the article datasets are displayed.

By clicking on '+ New article', you can create a new article (dataset).

By clicking on the question mark icon, you can download the IUCLID manual.

By clicking on 'Dossiers', you switch to the list of created article dossiers.

This is the name of the article or complex object given by you when creating a new article dataset.

Universal Unique Identifier (UUID) of dataset

Last modification date of the article dataset

This is the 'Primary Article Identifier' **Type** selected by you when creating a new article dataset.

This is the 'Primary article Identifier' **value** inserted by you when creating a new article dataset.

IUCLID icon to identify the entity type of the dataset. In this case 'Article' dataset.

Dashboard > Articles

Articles

Advanced search

27 results found

Primary Article Identifier Type EAN (European Article Number)

Simple search: you can enter a search term for any of the fields that are display in the list of the article datasets: name, primary article identifier type or value.

Advance search: Include additional search criteria

By enabling the checkbox, articles with submission type selected in order to validate or create a dossier will be shown in the results list

By selecting a Candidate List substance, **articles as such** containing that substance will be shown in the result list

A specific date or a date range can be selected. Articles dataset modified or dossier created on that date will be shown in the result list

Advanced search

Name

Primary article identifier type

Primary article identifier

Top level article

Is top level article?

Article type

Concern element (reference substance)

Modification date

From (dd/mm/yyyy)

To (dd/mm/yyyy)

Clear Search

Primary article identifier type

Please select value

- SCIP number
- GTIN (Global Trade Item Number)
- EAN (European Article Number)
- GPC (Universal Product Code)
- JAN (Japanese Article Number)
- UDI (Unique Device Identification)
- ISBN (International Standard Book Number)
- catalogue number
- batch number
- part number
- item number
- reference number
- serial number
- other:

Article type

Please select value

- Complex object
- Article as such

You can search by name

You can search by Primary article identifier by selecting a **type** and **value**

Type in the Primary article identifier **value**

By selecting an article type, articles as such or complex object will be shown in the results lists

DATASET: Advance search (II)

Logic search: "AND"
Searching for datasets that contains X and Y.
When the user use more than one filter from different sections the system will provide datasets that match with all the criteria selected.

The screenshot shows the 'Articles' advanced search interface. It features a search bar at the top, followed by an 'Advanced search' section with several filters:

- Name:** A text input field.
- Primary article identifier type:** A dropdown menu with 'Please select value'.
- Primary article identifier:** A text input field.
- Top level article:** A checkbox labeled 'Is top level article?'.
- Article type:** A dropdown menu.
- Concern element (reference substance):** A section with a '+ Select' button.
- Modification date:** Two date pickers labeled 'From (dd/mm/yyyy)' and 'To (dd/mm/yyyy)'.

 At the bottom, there are 'Clear' and 'Search' buttons. Arrows from the text on the left point to the 'Name', 'Primary article identifier type', 'Primary article identifier', 'Top level article', 'Article type', 'Concern element', and 'Modification date' sections.

Logic search: "Or"
Searching for datasets that contains either X or Y.
When de user selects more than one substance in the concern element the system will provide all the dataset that include one substance or the other substance or both substances.

Articles page displaying the list of created article dossiers.

The screenshot shows the 'Articles' landing page. At the top left, there are two tabs: 'Datasets' (highlighted in blue) and 'Dossiers' (highlighted with a dashed box). A callout points to the 'Dossiers' tab, stating: 'Click on the 'Dossiers' button to switch to the list of article dossiers created.' Below the tabs is a search bar with a magnifying glass icon. A callout points to it: 'Here, you can enter a search term for any of the fields that are display in the list of the article dossiers.' To the right of the search bar are 'Export' and 'Delete' buttons, both highlighted with dashed boxes. A callout points to them: 'Export and delete in bulk functionality'. Below the search bar is an 'Advanced search' link. A callout points to it: 'Include additional search criteria'. On the right side of the page, there is a '+ New article' button and a 'Sort by' dropdown menu set to 'Newest first'. A callout points to the 'Dossiers' tab on the right: 'When highlighted, it indicates that the list of the created article dossiers are displayed.' The main content area shows a table with 7 results found. The first row is for 'Dossier 2', created on 21/06/2020 at 16:02. The second row is for 'Dossier 1', created on 21/06/2020 at 16:01. A callout points to the date: 'Date of dossier creation.' The table columns are: Subject name, Submission type, Dossier UUID, and an IUCLID icon. A callout points to the IUCLID icon: 'IUCLID icon to identify a dossier'. A callout points to the 'Subject name' of Dossier 1: 'Name and Primary article identifier type and value provided in the article dataset.' Another callout points to the 'Dossier UUID' of Dossier 1: 'Universal Unique Identifier (UUID) of the dossier.' A callout points to the 'Subject name' of Dossier 2: 'Name of the dossier given by you when creating a dossier.'

Simple search: you can enter a search term for any of the fields that are display in the list of the article dossiers: dossier name, article name and primary article identifier type or value.

You can search by Dossier name

You can search by article name

You can search by Primary article identifier **type** and **value**

Advance search: Include additional search criteria

You can search by Candidate List substance, typing the CAS or EC number and/or the IUPAC name, dossiers of **articles as such** containing that substance will be shown in the result list

A specific date or a date range can be selected. Dossier created on that date will be shown in the result list

Type in the Primary article identifier **value**

▼ Advanced search

▼ Dossier name 0

▼ Subject name 0

▼ Primary article identifier type 0

Please select value

▼ Primary article identifier 0

▼ Concern Element / Reference Substance 0

CAS Number

Inventory Number

IUPAC Name

► Modification date 0

Clear Search

▼ Primary article identifier type 0

Please select value

Please select value

ECHA Article ID

GTIN (Global Trade Item Number)

EAN (European Article Number)

GPC (Universal Product Code)

JAN (Japanese Article Number)

UDI (Unique Device Identification)

ISBN (International Standard Book Number)

catalogue number

batch number

part number

item number

reference number

serial number

other:

Articles

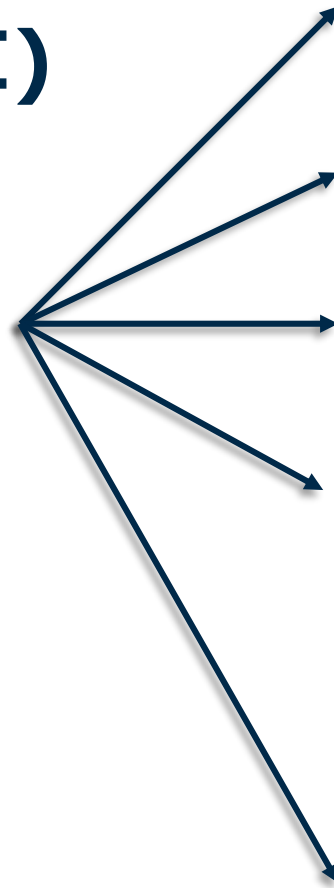
7 results found. No filters selected

Advanced search

Subject name wheel / EAN (European Article Number) / 96698575544

DOSSIER: Advance search (II)

Logic search: "AND"
Searching for dossiers that contains X and Y.
When the user use more than one filter from different sections the system will provide dossiers that match with all the criteria selected.



▼ Advanced search

▼ Dossier name 0

▼ Subject name 0

▼ Primary article identifier type 0

Please select value ▼

▼ Primary article identifier 0

▼ Concern Element / Reference Substance 0

CAS Number

Inventory Number

IUPAC Name

► Modification date 0

Clear
Search

Logic search: "Or"
Searching for dossiers that contains either X or Y.
When de user selects more than one substance in the concern element the system will provide all the dossiers that include one substance or the other substance or both substances.

Document's inbound reference

In case you need to know what are the direct complex objects that include a specific article or complex object as a component you can use the inbound reference feature.

1 Select the article

2 click on 'i' icon.

3 A sliding window will be display with all the complex objects containing this article.

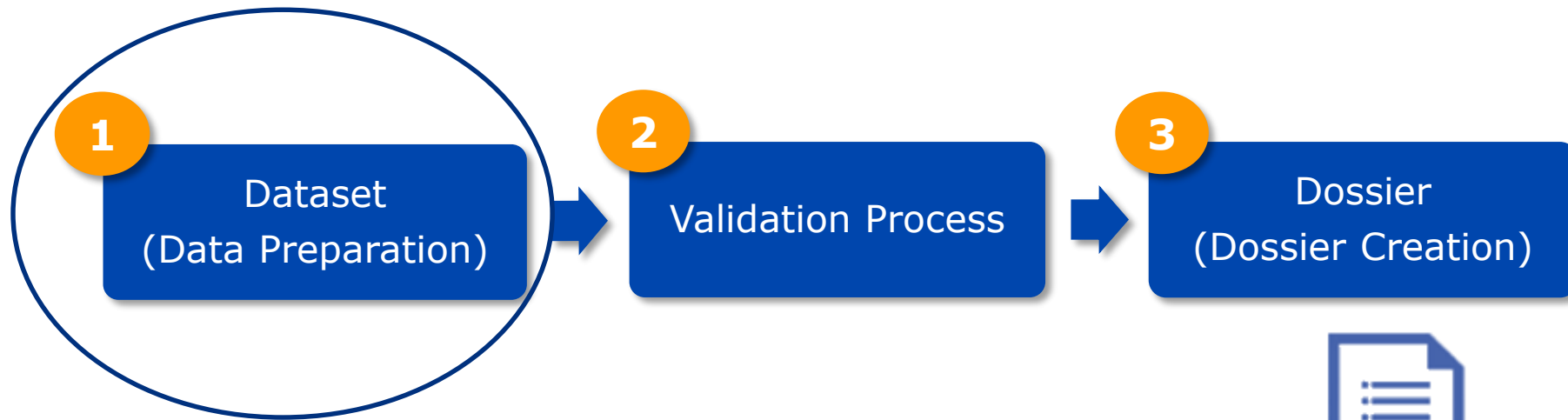
Document's inbound references

Primary Article Identifier Type	EAN (European Article Number)	Primary Article Identifier	SCIP number	UUID	Created
		RR Blue steel 26" Bicycle	336699887	473fe033-93ac-4e93-a3a8-aaf68e248b83	28/10/2020 21:31

Create dataset

This chapter describes the functionalities to create a dataset

Dossier preparation overview (IUCLID)



Creating and article DATASET



Dossier:
Snapshot at a point in time of an Article Dataset

Data Preparation: creating an Article dataset

Dashboard > Articles

Articles

+ New article

Click on '+ New article' to create a new article (dataset).

1

2 Provide the **name*** of your article or complex object.

Datasets Dossiers

Newer first

New article

Name*

3 Select the **Primary Article Identifier Type*** for your article or complex object.

Primary Article Identifier Type*

4 Insert the **Primary Article Identifier* value** for your article or complex object.

Primary Article Identifier*

Close Create

Primary Article Identifier Type*

- SCIP number
- GTIN (Global Trade Item Number)
- EAN (European Article Number)
- GPC (Universal Product Code)
- JAN (Japanese Article Number)
- UDI (Unique Device Identification)
- ISBN (International Standard Book Number)
- catalogue number
- batch number
- part number
- item number
- reference number
- serial number
- other:

The name and the primary article identifier are key to manage the preparation of data, dossiers and your submissions in the ECHA submission portal.

Note: For further information about 'article' definition and 'complex object' concept, please consult the *Guidance on Requirements for Substance in Articles*.

Click '+ New item' to insert other names.

1

2

Select the other name type.

3

Insert the other name of the article or complex object.

4

To finalise, click the 'Close' button.

Under 'other names', you must insert other names of the articles or complex objects to be supplied to consumers, when such names are key to allow them to search the information in the SCIP database (e.g. brand and model).

Note: For further information about the information requirements, please refer to *Information Requirements for the SCIP Database* document.

Data preparation: identifiers (II)

5 Click '+ New item' to insert other article identifiers (numeric or alphanumeric).

6 Click over the row to insert other article identifiers

7 Select the other article identifier type.

8 Insert the other article identifier for the article or complex object.

9 To finalise, click the 'Close' button.

Click this button to delete an inserted item.

#.	Type	Value	Action
1	None		

Set values

Type

Please select

- ISBN (International Standard Book Number)
- GTIN (Global Trade Item Number)
- EAN (European Article Number)
- GPC (Universal Product Code)
- JAN (Japanese Article Number)
- UDI (Unique Device Identification)

Value

0/255
press ESC to close

Close

Additional identifiers (Other article identifiers) must be provided to articles or complex objects to be supplied to consumers, when such identifiers are available to them, in order to allow them to search the information in the SCIP database.

Data preparation: Categorisation

Categorisation

Article category

Please search and select...

- OR -

Select by typing article text

4016930000 - Gaskets, washers and other seals (SECTION VII (39 - 40) Plastics and articles thereof; rubber and articles thereof > 4000000000 - Rubber and articles thereof > 4016000000 - Other articles of vulcanised rubber other than hard rubber > 4016930000 - Gaskets, washers and other seals) ✕

press Esc to close

Production in European Union

Please select

- both EU produced and imported
- EU imported
- EU produced
- no data

1 Select the 'Article category' from the Combine Nomenclature (CN) or TARIC database. It identifies the article or complex object according to its function or use (from a harmonised list). It is key to identify impacted waste streams.

2 In the 'Production in European Union' field, you may wish to answer the question: is the article produced or assembled in the EU?

Article Category

Select the 'Article category' by clicking on 'Please search and select.' or by typing in the field 'Select by typing article text'

Categorisation

Article category

- OR -

Select by typing article text

✘ This field is mandatory, based on the information previously provided.

Production in European Union

None

✘ This field is mandatory.

Select Article category

401693

- SECTION VII (39 - 40) Plastics and articles thereof; rubber and articles thereof
- 4000000000 - Rubber and articles thereof
- 4016000000 - Other articles of vulcanised rubber other than hard rubber
- 4016930000 - Gaskets, washers and other seals
- 4016930010 - For technical uses, for use in civil aircraft
- 4016930020 - Gasket made of vulcanised rubber (ethylene-propylene-diene monomers), with permissible outflow of the material in the place of mold split of not more than 0,25|mm, in the shape of a rectangle: -|with a length of 72|mm or more but not more than 825|mm; - |with a width of 18|mm or more but not more than 155|mm
- 4016930090 - Other

Article category

401693

Select/Deselect all

- 4016930000 - Gaskets, washers and other seals (SECTION VII (39 - 40) Plastics and articles thereof; rubber and articles thereof > 4000000000 - Rubber and articles thereof > 4016000000 - Other articles of vulcanised rubber other than hard rubber > 4016930000 - Gaskets, washers and other seals)
- 4016930010 - For technical uses, for use in civil aircraft (SECTION VII (39 - 40) Plastics and articles thereof; rubber and articles thereof > 4000000000 - Rubber and articles thereof > 4016000000 - Other articles of vulcanised rubber other than hard rubber > 4016930000 - Gaskets, washers and other seals > 4016930010 - For technical uses, for use in civil aircraft)

Data preparation: characteristics and pictures

Characteristics

1 Click '+ New item' to insert a picture.

Picture(s) + New item

#..

2 Enter characteristic(s) to help to identify or distinguish the reported article or complex object.

Height
None

Length
None

Width
None

Diameter
None

Density
None

3 Enter the value and select the unit.

Weight
None

Volume
None

Colour
None

Other characteristics + New item

Weight

t
kg
g
mg

Data preparation: safe use instruction(s)

1 Provide sufficient information to allow the safe use of the article. You can either 'tick' the box if the identification of the Candidate List substance is sufficient to allow safe use of the article or you need to provide safe use instructions, if necessary. At least the box* must be ticked.

2 Click '+ New item' to provide safe use instructions.

3 Click '+ New item' to upload a file with disassembling instructions.

4 Select a file (document).

5 Select the language of the document.

Safe use instruction(s) ?

The identification of the Candidate List substance is sufficient to allow safe use of the article throughout the whole life cycle including service life, disassembly and waste/recycling stage

Safe use instructions + New item

Disassembling instructions + New item

#...	Attached document	Language
1	None	None

Set values

Attached document
None

Language
|

- Bulgarian-[bg]
- Croatian-[hr]
- Czech-[cs]
- Danish-[da]
- Dutch-[nl]
- English-[en]

Data preparation: article and 'Concern elements' (I)

When creating a dataset of an article as such you must report the information about the Candidate List substance under the 'Concern elements' section.

By definition, a dataset for an article as such does not display the 'Complex object component(s)' section.

Concern elements

Concern element + New item

Candidate list substance
None

Concentration range
None

Material categories + New item

Mixture category (EUPCS)
None

Candidate list substance no longer present + New item

Click '+ New item' to report a set of concern elements for each Candidate List substance present in the article, namely the concentration range of the substance in the article and the material where the substance is present (the material the article is made of or the material incorporated in the article from the use of a mixture containing that Candidate List substance). The concern elements are only reported for an article (as such or in a complex object).

Select Reference substance + Create X

300 results found

1,2-Benzenedicarboxylic acid, dipentyl ester, branched and linear		06/02/2020 04:20
CAS number	84777-06-0	IUPAC name
Inventory number	284-032-2	1,2-Benzenedicarboxylic acid, dipentyl ester, branched and linear
Nonylphenol, ethoxylated (EO = 4)		20/01/2020 15:58
CAS number		IUPAC name
Inventory number	939-975-0	Nonylphenol, ethoxylated (EO = 4)
4-aminoazobenzene		20/01/2020 15:58
CAS number	60-09-3	IUPAC name
Inventory number	200-453-6	4-aminoazobenzene

43

Data preparation: article and 'Concern elements' (II)

Concern elements

Concern element + New item

1 Candidate list substance
None

3 Concentration range ? v
Please select

Material categories + New item
Mixture category (EUPCS)
None

4 Either a material category or a mixture category must be reported.

Click 'Please select' to report the concentration range of the Candidate List substance in the article.

- > 0.1% w/w and < 0.3% w/w
- ≥ 0.3% w/w and < 1.0% w/w
- ≥ 1.0% w/w and < 10.0% w/w
- ≥ 10.0% w/w and < 20.0% w/w
- ≥ 20.0% w/w and < 100% w/w
- > 0.1% w/w and ≤ 100% w/w

One concentration range must be reported. The concentration range must be reported accurately when the information is available to the submitter. At least the one that triggers the obligation must be selected.

Data preparation: article and 'Concern elements' (III)

Concern elements

Concern element + New item

1 **Candidate list substance**
None

Concentration range
None

5 **Material categories** + New item

1 **Material category** ? v

Please search and select...

- OR -

Please select v

Additional material characteristics
None

6 **Mixture category (EUPCS)**
None

Select Material category

Type at least 3 characters

- ceramic
- glass
- leather and raw hides
- metal
- iron (and alloys of, except steel)
- steel
- carbon steel (non-alloy steel)
- stainless steel

Select/Deselect all

fibres

microspheres and particles

thermoplastic

thermoset

coated

Select the 'Material category' by clicking on 'Please search and select..' or by typing in the field below.
It is key to identify impacted material-based waste streams.

Select an additional material category to better describe the material the article is made of.

Data preparation: article and 'Concern elements' (IV)

Select the mixture category from the European product categorisation system (EuPCS), which describes the mixture with the Candidate List substance incorporated in a further processing step of the article (e.g. coating, adhesive, solder).

EuPCS webpage: <https://poisoncentres.echa.europa.eu/eu-product-categorisation-system>

Concern elements

Concern element + New item

1 Candidate list substance
None

Concentration range
None

Material categories + New item

Mixture category (EUPCS) ? v

Please search and select...

- OR -

Candidate list substance no longer present + New item

Select Mixture category (EUPCS)

Type at least 3 characters

F Mixtures for further formulation

P Products

PC Chemical products (excludes biocidal products)

PC-ADH Adhesives and sealants

PC-ADH-1 Adhesives and sealants - household, office or school use

PC-ADH-2 Adhesives and sealants - building and construction works (except cement based adhesives)

PC-ADH-3 Adhesives and sealants - footwear and leather goods

Select/Deselect all

F Mixtures for further formulation

PC-ADH-1 Adhesives and sealants - household, office or school use (P Products > PC Chemical products (excludes biocidal products) > PC-ADH Adhesives and sealants > PC-ADH-1 Adhesives and sealants - household, office or school use)

PC-ADH-2 Adhesives and sealants - building and construction works (except cement based adhesives) (P Products > PC Chemical products (excludes biocidal products) > PC-ADH Adhesives and sealants > PC-ADH-2 Adhesives and sealants - building and construction works (except cement based adhesives))

7 Select the 'Mixture category' by clicking on 'Please search and select..' or by typing in the field below.

Data preparation: article and 'Concern elements' (V)

Concern elements

Concern element + New item

1 **Candidate list substance**
None

Concentration range
None

Material categories + New item

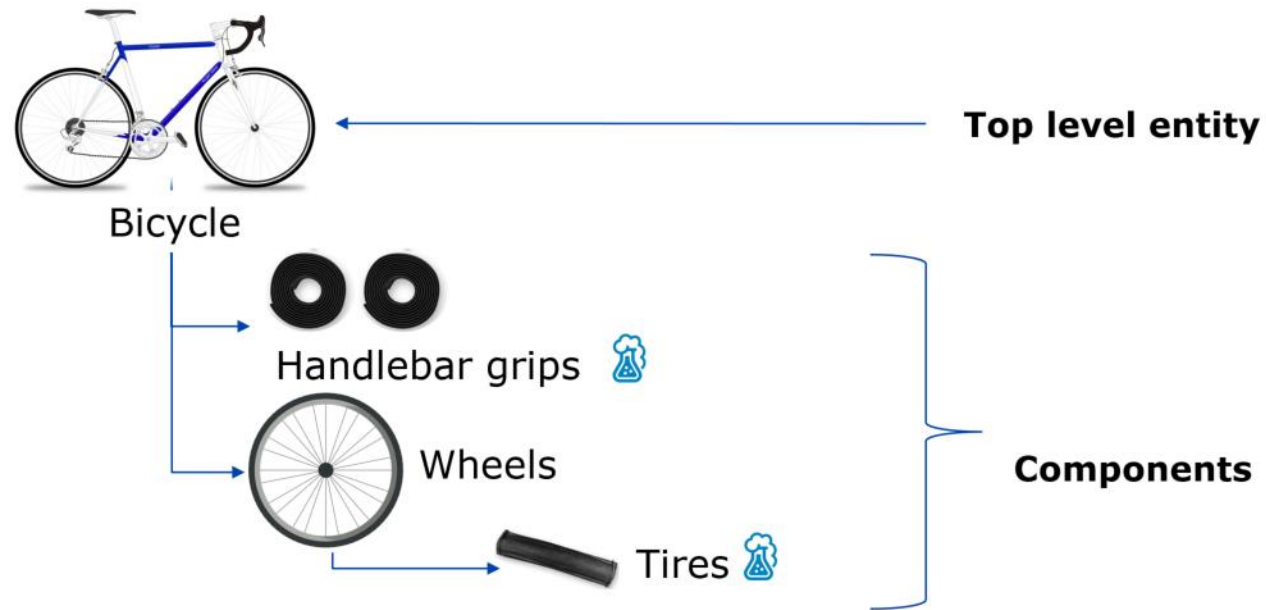
Mixture category (EUPCS)
None

Candidate list substance no longer present + New item

This field is relevant if you need to update your notification to declare that an already notified article used to contain a Candidate List Substance, no longer does contain this substance. This could happen due to different reasons, for instance due to substitution of the substance by a safer alternative.

Data preparation: complex object component(s) (I)

If you are reporting a complex object, you must link the components (either an article containing a Candidate List substance or a complex object (incorporating a component with a Candidate List substance)).



Data preparation: complex object component(s) (II)

1 Click '+ New item' to insert a component.

2 Click '+ Select' to insert a component.

3 Select from the list an existing 'Article' or create the component.

4 Insert the number of units of the component in the complex object. You can include one number by typing it in the left value field. You can also include a range of units. Select ">=" in the left picklist and type the lowest number in the left value field. Also select "<=" in the right picklist field and type the highest number in the right value field. Use integers.

You can search an existing article by using simple search or advance search.

Primary Article Identifier Type	EAN (European Article Number)	Primary Article Identifier	96698575544	UUID	7ac01c0b-9b16-433b-85e3-89a288820505
wheel 21/06/2020 16:02					
Handlebar Grips 21/06/2020 14:45					
Primary Article Identifier Type	EAN (European Article Number)	Primary Article Identifier	332288995	UUID	63e8a67d-31d4-430f-b522-05066aed5f1f

After selecting or creating a complex object component, the 'Concern elements' section does not appear anymore for the complex object. By definition, a dataset for a complex object does not display the 'Concern elements' section.

Data preparation: complex object component(s) (III)

Select Article

1 Click '+ Create' to create a complex object component.

2 Enter the data for the complex object component.

After linking a complex object component and clicking in 'save', the link component will appear in the 'tree' view on the left hand side.

Click this button to delete an inserted item.

Create Article

Identifiers

Article name*
None
Article name field is mandatory.

Other names + New Item

#	Type	Name	Action
Primary article identifier type*			
None Primary article identifier type field is mandatory.			
Primary article identifier value*			
None Primary article identifier value field is mandatory.			
Other article identifiers + New Item			
#	Type	Value	Action

Categorisation

Article category
Select by typing article text

Production in European Union
yes

Characteristics

Picture(s) + New Item

#	Picture	Action
Height None		
Length None		
Weight None		
Other characteristics + New Item		

Safe use instruction(s)

No need to provide safe use information beyond the identification of the Candidate List substance

Safe use instructions + New Item

Disassembling instructions + New Item

#	Attached document	Language	Action
---	-------------------	----------	--------

Complex object component(s)

Complex object component(s) + New item

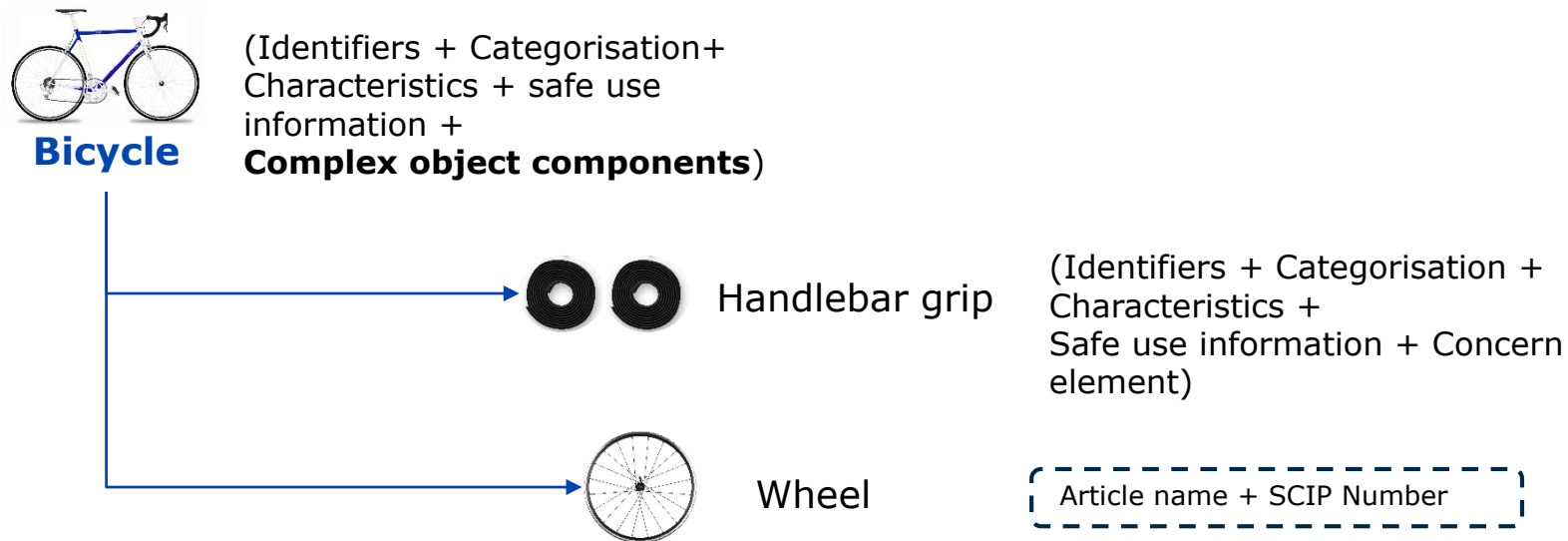
1 Article
Handlebar Grips | EAN (European Article Number) | 332288995

Number of units
2

'Referencing' in a SCIP dossier

ECHA has developed a feature to allow to refer to SCIP data already submitted to ECHA. 'Referencing' can be used to prepare the IUCLID dataset for the creation of a SCIP dossier of a complex object and allow to introduce the information of a complex object component by reporting a SCIP number which refers to information already submitted to the SCIP database. For instance the SCIP number can be provided by the upstream supplier as an element of the information to be provided under REACH Art. 33(1).

Target users of this option may be assemblers or complex object producers.



Note: For further information about 'Referencing', please refer to *Tools to refer to SCIP data already submitted to ECHA* available at the support section of the SCIP webpage.

complex object component(s) & 'Referencing'

Select Article

1 + Create

Click '+ Create' to create a complex object component referencing

2

The required data for the complex object component referencing is:

- Article name
- Primary article identifier type: 'SCIP Number'
- Primary article identifier value: SCIP number provided by the supplier of the referenced article or for the article you want to refer to.

RR Blue steel 26" Bicycle
473fe033-93ac-4e93-a3a8-aaf68e248b83

Working context: Please select

- RR Blue steel 26" Bicycle
- 3** Wheel
- Handelbar grip

After linking a complex object component referencing and clicking in 'save', the link component will appear in the 'tree' view on the left hand side with an arrow icon

Create new Article

Identifiers

Article name*
None
Article name field is mandatory.

Primary article identifier type*
SCIP number

Primary article identifier value*
None
Primary article identifier value field is mandatory.

Note: For further information about 'Referencing', please refer to *Tools to refer to SCIP data already submitted to ECHA* available at <https://echa.europa.eu/scip-support> .

Export datasets and Other Functionalities



Click on the 3 dots icon to open other functionalities

- Export to i6z
- Create PDF
- Generate report

Export the dataset locally by selecting 'Export to i6z'. Give the dataset a meaningful name to assist with dataset management.

Create a preview report of the dataset with and without sensitive information.

View related dossiers.

Click on 'Validate' to validate the dataset.


Click on 'Create dossier' to create a dossier.

Validate information

This chapter describes the validation assistant functionality

The validation assistant carries out checks according to a set of pre-defined rules to verify that the information was inserted as expected. The rules will determine if the dossier after being created will pass, pass with warnings or fail according to the rules in place.

The outcome of the validation is a report, which lists the rules (if any) for which the validation assistant was triggered. For a list of the validation rules, you may refer to the Validation rules for SCIP notifications document available in Support section of the SCIP webpage <https://echa.europa.eu/scip-database>



1 Select the 'Working context': 'SCIP Notification'

2 Click on 'Validate'

3

4

The system allows to include the name of the dossier that you can create after the Validation Assistant (it can be filled or updated later).

Click on 'Validate'

Dashboard > Articles > RR Blue steel 26" Bicycle
RR Blue steel 26" Bicycle
473fe033-93ac-4e93-a3a8-aaf68e248b83

Working context: Please select

View Dossiers Validate Create dossier

RR Blue steel 26" Bicycle
Wheel
Handelbar grip

UUID: 473fe033-93ac-4e93-a3a8-aaf68e248b83

None
Weight
None
Volume
None
Colour
None
Other characteristics + New item

SCIP article notification

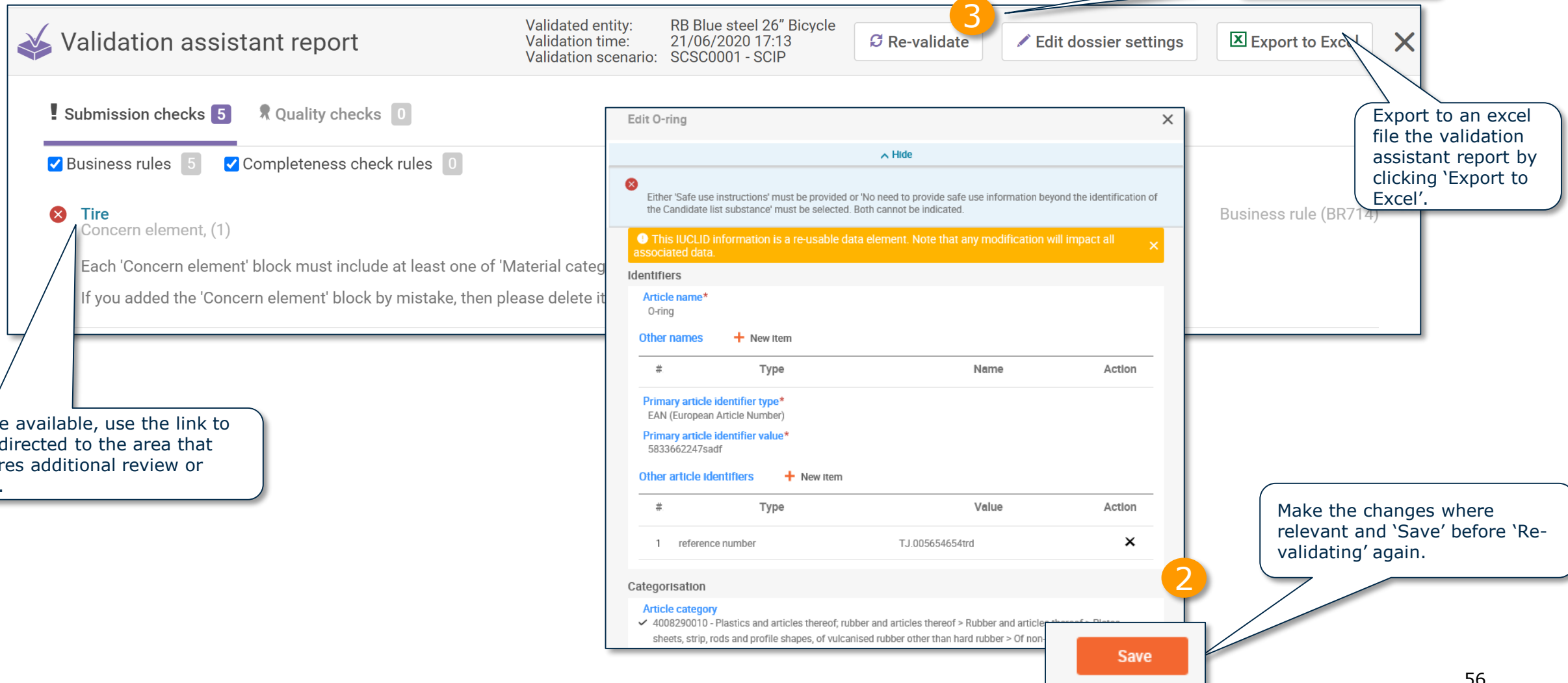
Dossier name (given by user)
None

Dossier submission remark
None

Validate

SCIP The Validation Report of a dataset

When the rules are triggered, the validation report will be listing the submission checks as 'failures' or 'warnings'.



1 Where available, use the link to be redirected to the area that requires additional review or input.

2 Make the changes where relevant and 'Save' before 'Re-validating' again.

3 'Re-validate' again.

Export to an excel file the validation assistant report by clicking 'Export to Excel'.

Validation assistant report

Validated entity: RB Blue steel 26" Bicycle
Validation time: 21/06/2020 17:13
Validation scenario: SCSC0001 - SCIP

Re-validate Edit dossier settings Export to Excel

Submission checks 5 Quality checks 0

Business rules 5 Completeness check rules 0

Tire
Concern element, (1)
Each 'Concern element' block must include at least one of 'Material category' or 'Material description'.
If you added the 'Concern element' block by mistake, then please delete it.

Edit O-ring

Either 'Safe use instructions' must be provided or 'No need to provide safe use information beyond the identification of the Candidate list substance' must be selected. Both cannot be indicated.

This IUCLID information is a re-usable data element. Note that any modification will impact all associated data.

Identifiers

Article name*
O-ring

Other names + New Item

#	Type	Name	Action

Primary article identifier type*
EAN (European Article Number)

Primary article identifier value*
5833662247sadf

Other article identifiers + New Item


#	Type	Value	Action
1	reference number	TJ.005654654trd	x

Categorisation

Article category
4008290010 - Plastics and articles thereof, rubber and articles thereof > Rubber and articles thereof - Plastics, sheets, strip, rods and profile shapes, of vulcanised rubber other than hard rubber > Of non-


Save


When no rules are triggered, the validation report will issue an additional note to highlight that additional checks are performed in the system upon submission.



Validation assistant report

Validated entity: O-ring
 Validation time: 14/01/2020 12:36
 Validation scenario: SCSC0001 - SCIP

 Re-validate

 Edit dossier settings

✕

! Submission checks 0

⚙️ Quality checks 0

📄 Business rules 0

🔍 Completeness check rules 0

i No business rule failures were detected by the Validation assistant. Please note that some of the business rules can be checked only at dossier level. Also note that as the Validation assistant verifies information only within the IUCLID dossier or substance dataset, it cannot perform all the business rules checks that apply when the dossier is submitted to ECHA.

To go back to the article click on 'X'

57

Create dossier

This chapter describes the functionalities to create a dossier

1 Select the 'Working context': 'SCIP Notification'

2 Click on 'Create dossier'

Dashboard > Articles > RR Blue steel 26" Bicycle

RR Blue steel 26" Bicycle
473fe033-93ac-4e93-a3a8-aaf68e248b83

Working context: Please select

View Dossiers Validate Create dossier

RR Blue steel 26" Bicycle
Wheel
Handelbar grip

UUID: 473fe033-93ac-4e93-a3a8-aaf68e248b83

None
Weight
None
Volume
None
Colour

SCIP article notification

+ New item

Dossier name (given by user)
None

Dossier submission remark
None

3 Enter the name of the dossier

4 Click on 'Create dossier'

Create dossier ...

The screenshot shows the 'Dossier View' for 'O-ring PT' (ID: 685253e8-e62d-45ee-8d44-68d2419846bc). The interface includes a sidebar with navigation options: 'SCIP article notification', 'O-ring PT', and 'Dibutyl phthalate (DBP)'. The main content area is divided into two sections: 'Dossier Submission Type' and 'Dossier Subject'. Callout boxes provide explanations for specific fields:

- Submission Type:** Information about the dossier submission type. Value: SCIP article notification.
- Version:** Version of the SCIP format. Value: scip 1.0.
- Dossier name (given by user):** Value: O-ring PT.
- Dossier Subject:** The dossier subject correspond to the article name of the dataset. Value: O-ring PT.
- Submitting Legal Entity:** (Field present but no callout).
- Dossier creation date/time:** Value: 2020-02-03T16:43:50+02:00.
- Dossier submission remarks:** Dossier remarks define by user on the dossier creation step. Value: None.

Export Dossiers and Other Functionalities

The screenshot shows the 'Pencil sharpener' interface for dossier 'a3cb8a35-e6fc-4a66-bb8b-ee32f54c244e'. The interface includes a sidebar with 'SCIP article notification' and 'Pencil Sharpener', and a main area with 'Dossier Submission Type' and 'Version' details. A toolbar contains 'View Dossiers', 'Go to source', 'Validate', and 'Proceed to submission' buttons. A dropdown menu is open under 'Validate', showing options: 'Export to i6z', 'Export annotations to i6z', 'Create component PDF', 'Compare', and 'Generate report'.

Click on 'View dossiers' to open other dossier versions.

Click on 'Go to source' to open dataset related with the dossier.

Click on the 3 dots icon to open other functionalities

Click on 'Validate' to open the validate the dossier.

Click on 'Proceed to submission' to open the Submission Portal.

Export the dossier locally by selecting 'Export to i6z'. Give the dossier a meaningful name to assist with dossier management.

Compare two dossiers.

Create a preview report of the dossier with and without sensitive information.

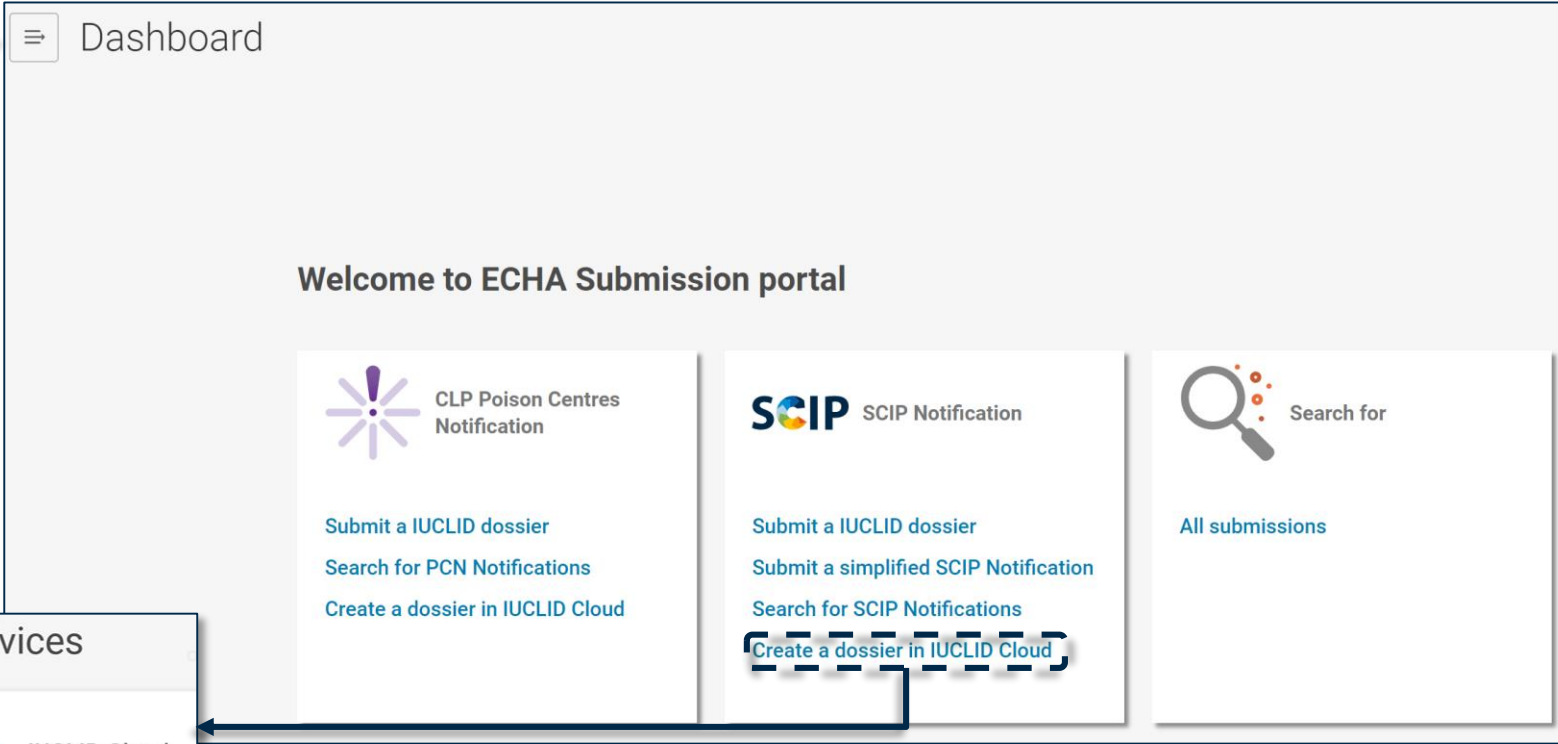
Submit a SCIP notification

This chapter describes how to submit a SCIP notification

ECHA Submission Portal

The ECHA Submission Portal is an online tool to submit information according to the harmonised format.

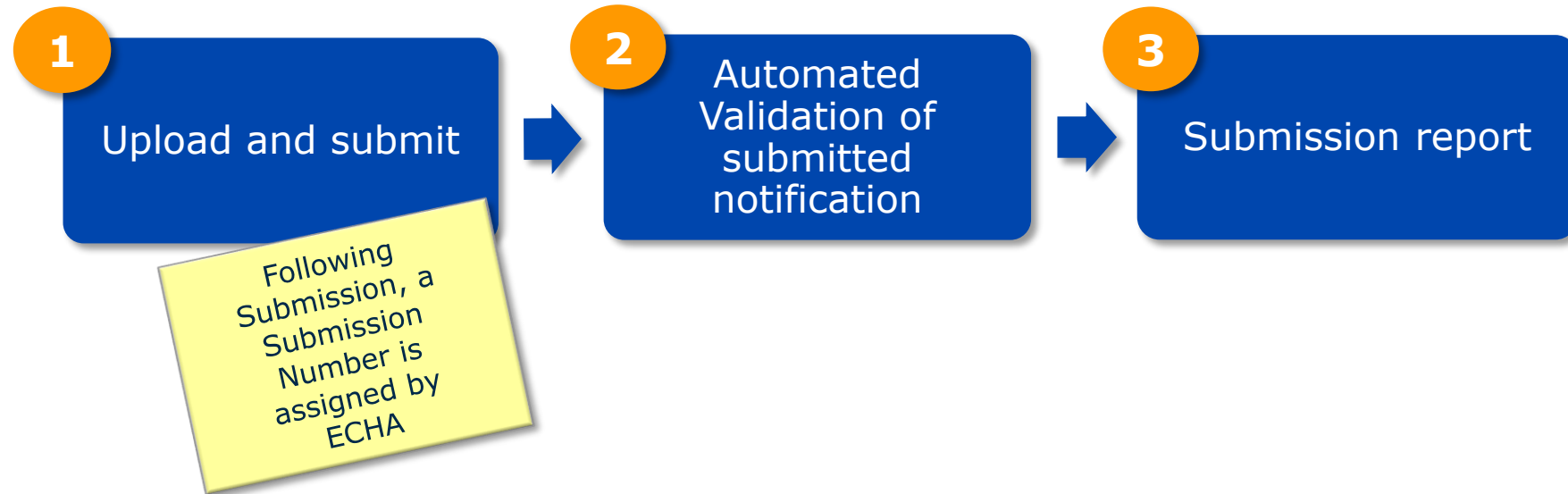
Once you have successfully logged into the system, the **ECHA Submission Portal landing** page opens.



The screenshot shows the ECHA Submission Portal dashboard. At the top left, there is a 'Dashboard' header with a hamburger menu icon. A callout box labeled 'The portal navigation menu' points to this icon. The main content area is titled 'Welcome to ECHA Submission portal' and contains three main service cards:

- CLP Poison Centres Notification:** Includes links for 'Submit a IUCLID dossier', 'Search for PCN Notifications', and 'Create a dossier in IUCLID Cloud'.
- SCIP Notification:** Includes links for 'Submit a IUCLID dossier', 'Submit a simplified SCIP Notification', 'Search for SCIP Notifications', and 'Create a dossier in IUCLID Cloud'. A dashed box highlights the 'Create a dossier in IUCLID Cloud' link, with a callout box labeled 'Cloud services' pointing to the IUCLID Cloud logo in the bottom left corner.
- Search for:** Includes a link for 'All submissions'.

SCIP notification submission process overview (Submission portal)



ECHA Submission Portal Search page

The screenshot shows the ECHA Submission Portal search interface. At the top right, there are three icons: a question mark (dialogue icon), a bell (notification icon), and a user profile icon. Below these is the 'ECHA Submission portal' header. The main search area is titled 'Search' and contains several search criteria: Submission number, Dossier type (set to 'SCIP notification'), SCIP number, Primary identifier, Names, Submission status, Submission date (with date pickers), Notification type, and 'I am looking for'. An 'Export to Excel' button is highlighted with a dashed box. At the bottom, there is a 'Search' button, a 'Clear' button, and a results section showing 'Page 1 of 1 results' and a single entry: 'RMH924200-22' with a checkmark and a timestamp '26/10/2020 11:15'. A 'Sort by' dropdown is set to 'Newer first'.

The dialogue icon leads to external sources of information such as tutorials.

The bell icon will alert (e.g. when new versions have been released).

The user icon displays the name and legal entity of the user and, when clicked on, opens a new window for redirection to the ECHA Cloud dashboard, accounts management and the logout functionality.

Export to an excel file list of submissions included in the search

Submission list is empty until a submission has been made.

All the submissions made by the Legal Entity will be listed here.

☰ Search

Export to Excel

Search criteria >

Page 1 of 4 results

Sort by Newer first

⊙ RMH905418-10 ✕		21/06/2020 10:26			
SCIP number	8df78c2d-aaaa-41db-8b9b-15f642b4f91a	GTIN (Global Tra... f7235ff4-8ce9-4f6f-94b7-c29d874f5c0b			SCIP
Names	First dossier of bicycle 21/06, bicycle 21/06	Dossier type	SCIP notification		
⊗ RMH066698-02 ✔		18/06/2020 12:48			SCIP
SCIP number	153ae-9853-4abc-bf49-c89cac3764e7	EAN (European ...	966985755		
Names	dos, Wheel 26"	Dossier type	SCIP notification		

Symbol for **initial** submission

Symbol for submission **update**

Click on the **'submission number'** to view the submission report.

SCIP number*

Dossier name and Article name.

Primary article identifier type and value.

Submission date

Each submission listed indicates the status of the submission:

- ✔ indicates a successful submission.
- ✕ indicates a failed submission.
- ⚠ indicates a successful submission but contains warnings.

In some cases, the system may be processing the submission and the status is pending – indicated by the circular waiting symbol.

*The **SCIP number** is assigned by the system to the initial SCIP notification of an article. It is shared on all related submissions of the same article (same Legal Entity, same Primary article identifier type and value).

Search

Search criteria **1**

Submission number Submission status

Dossier type Submission date from to

2 Search Clear

Page 1 of 21 results Sort by Newer first

You can search by dossier type

- All dossier types
- All dossier types
- CLP Poison centres notification
- SCIP notification**

Search

Search criteria **3**

Submission number Submission status

Dossier type Submission date from to

SCIP number Notification type

Primary identifier I am looking for

Names

Search Clear

Page 1 of 15 results Sort by Older first

RMH067213-25		13/07/2020 18:46	
SCIP number	b9b0aac4-ad47-474e-89bb-8c4d3d957221	catalogue number	8d14b4b8-d068-45ea-b764-d257547c7426
Names	Bicycle RR 367	Dossier type	SCIP notification

You can search by SCIP number, Primary article identifier value and name

You can search by submission date, submission status and or notification types.

- All submission status
- Pending
- Succeeded
- Failed

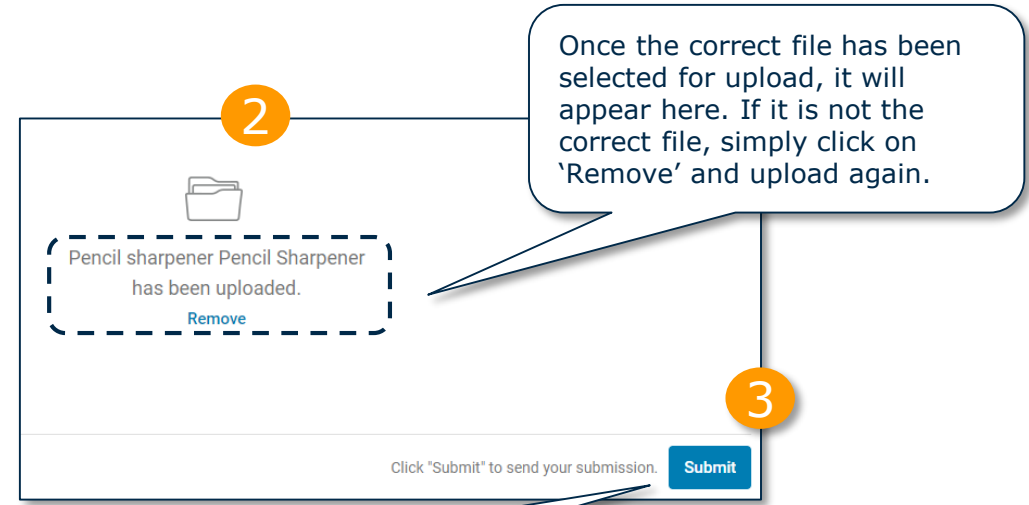
- All notification types
- All notification types
- Initial
- Update

- All SCIP notifications
- All SCIP notifications
- Simplified SCIP notifications only
- Notifications excluding Simplified SCIP notifications

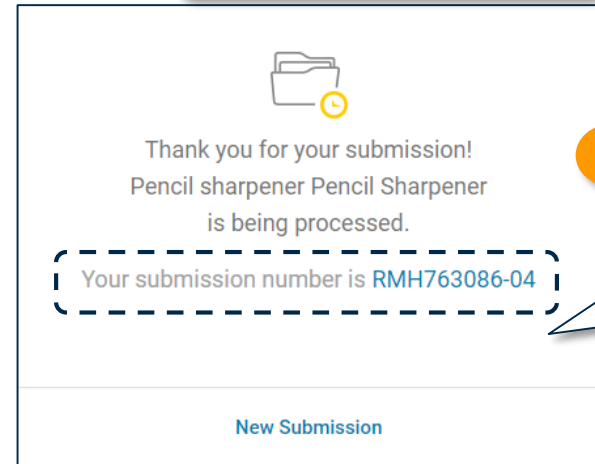
From this page you can upload and submit a SCIP notification.



To submit a SCIP Dossier, you need to first upload it here by using either selecting the relevant file using the 'Browse' or 'Drag & Drop' functionality.



When everything is ready, 'Submit' the Dossier!



Following Submission, a Submission Number is assigned. By clicking on the submission number you can access to the Submission report.



Submission Report (I)

Validation succeeded - the submission has passed the validation checks and the dossier has been forward to the SCIP database.

Validation succeeded ! - the submission has passed the validation checks with warnings. A validation report listing potential deficiencies will be available for the submitter.

Validation failed X - the dossier has failed the validation checks and has not been forwarded to the SCIP database. A validation report listing the deficiencies is available for the submitter and a new submission must be made.

The **submission number** is automatically assigned by the system to each submission.

The **SCIP number** is assigned by the system to the initial SCIP notification of an article. It is shared on all related submissions of the same article (same Legal Entity, same Primary article identifier type and value).

Information about the Legal Entity that submit the SCIP notification

The time stamped events in the submission process.

Contains all the submissions related with the SCIP number (all submissions of the same article submitted by the same Legal Entity).

Submission report

Submission status: Succeeded ✓

Dossier type: SCIP notification
Submission number: RMH811438-15
Submitted IUCLID version: 6_4

Submitted by: ECHA-2f9027ea-a3cc-4bb1-9269-d92733fe9428

Submission information

SCIP number	66c87f45-d324-47a4-9e6d-732110081f0d
Article name	RB Blue steel 26" Bicycle
EAN (European Article...)	56699887
Dossier name	Bicycle V1
Dossier UUID	c830fd2c-50b5-4a8c-b2a5-39cd7f90eb66
File name	c830fd2c-50b5-4a8c-b2a5-39cd7f90eb66.i6z
Notification type	Initial

Submission events

21/06/2020 17:37	Dossier submitted
21/06/2020 17:37	Dossier passed validation checks

Article information

> RB Blue steel 26" Bicycle
EAN (European Article Number) : 56699887
EC:421-150-7, CAS:143860-04-2, 3-ethyl-2-methyl-2-(3-methylbutyl)-1,3-oxazolidine

Submission history

SCIP number	66c87f45-d324-47a4-9e6d-732110081f0d
21/06/2020 17:37	RMH811438-15 ✓

Submission Report (II): Submission information

Submission status: Succeeded ✔

Dossier type: SCIP notification	Submitted by:	
Submission number: RMH811438-15		ECHA-2f9027ea-a3cc-4bb1-9269-d92733fe9428
Submitted IUCLID version: 6_4		

Submission information

SCIP number	66c87f45-d324-47a4-9e6d-732110081f0d
Article name	RB Blue steel 26" Bicycle
EAN (European Article...)	56699887
Dossier name	Bicycle V1
Dossier UUID	c830fd2c-50b5-4a8c-b2a5-39cd7f90eb66
File name	c830fd2c-50b5-4a8c-b2a5-39cd7f90eb66.i6z
Notification type	Initial

Submission events

21/06/2020 17:37	Dossier submitted
21/06/2020 17:37	Dossier passed validation checks

Article information

> RB Blue steel 26" Bicycle
EAN (European Article Number) : 56699887

Submission history

SCIP number
66c87f45-d324-47a4-9e6d-732110081f0d
21/06/2020 17:37 RMH811438-15 ✔

Submission information

SCIP number	66c87f45-d324-47a4-9e6d-732110081f0d
Article name	RB Blue steel 26" Bicycle
EAN (European Article...)	56699887
Dossier name	Bicycle V1
Dossier UUID	c830fd2c-50b5-4a8c-b2a5-39cd7f90eb66
File name	c830fd2c-50b5-4a8c-b2a5-39cd7f90eb66.i6z
Notification type	Initial

The **SCIP number** is assigned by the system to the initial SCIP notification of an article. It is shared on all related submissions of the same article (same Legal Entity, same Primary article identifier type and value).

Article name of the SCIP notification submitted.

Primary article identifier type and value of the SCIP notification submitted.

Dossier name of the SCIP notification submitted.

Dossier Universal Unique Identifier (UUID) of the SCIP notification submitted.

Dossier **file name** submitted.

Notification type: Initial or Update

Submission Report (III): Article information

☰ Submission report

Submission status: **Succeeded** ✓

Dossier type:	SCIP notification	Submitted by: Clara Rueda
Submission number:	RMH811438-15	osfi
Submitted IUCLID version:	6_4	2f9027ea-a3cc-4bb1-9269-d92733fe9428

Submission information

SCIP number	66c87f45-d324-47a4-9e6d-732110081f0d
Article name	RB Blue steel 26" Bicycle
EAN (European Article...)	56699887
Dossier name	Bicycle V1
Dossier UUID	c830fd2c-50b5-4a8c-b2a5-39cd7f90eb66
File name	c830fd2c-50b5-4a8c-b2a5-39cd7f90eb66.i6z
Notification type	Initial

Submission events

21/06/2020 17:37	Dossier submitted
21/06/2020 17:37	Dossier passed validation checks

Article information

> RB Blue steel 26" Bicycle

EAN (European Article Number) : 56699887

EC:421-150-7, CAS:143860-04-2, 3-ethyl-2-methyl-2-(3-methylbutyl)-1,3-oxazolidine

Submission history

SCIP number 66c87f45-d324-47a4-9e6d-732110081f0d	21/06/2020 17:37 RMH811438-15 ✓
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The article information contains:

- The name of the article
- The primary article identifier type and value
- The Candidate List substance reported in the notification.

Please note that the Candidate List substance included in this report is the final information included in the SCIP database.

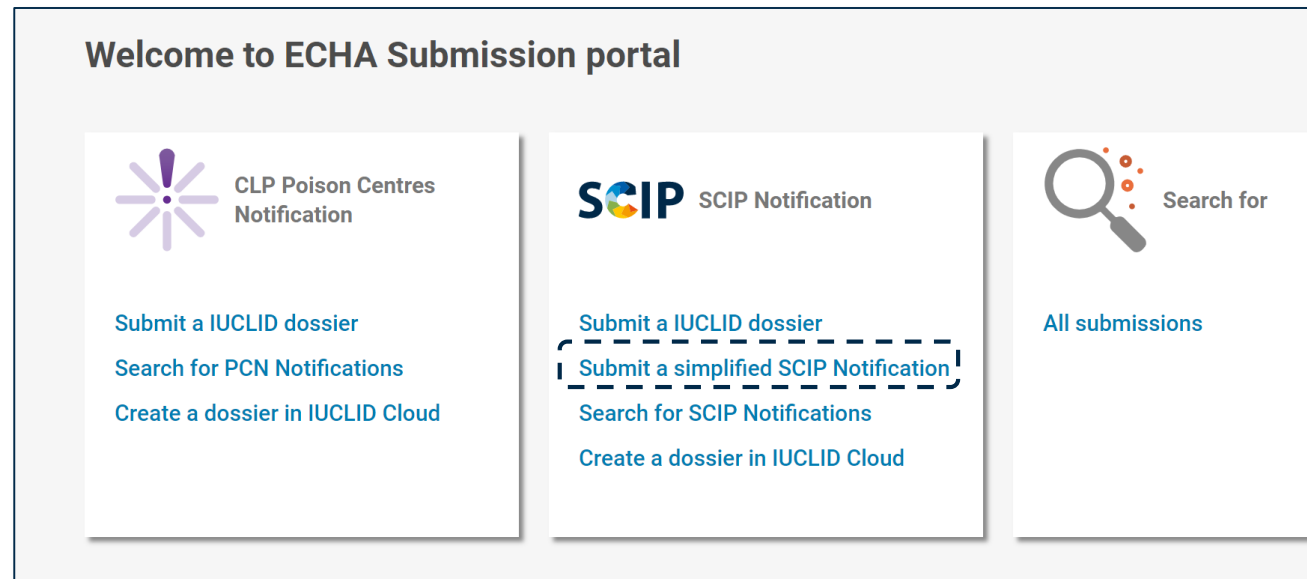
If you received the warning message: "The provided 'Reference substance' has conflicting identifiers." it is recommend to check that the Candidate List substance included in the submission report corresponds to the substances submitted in your SCIP notification.

Please note that any Candidate List substances included in your notification via 'Referencing' are not displayed in this section.

Simplified SCIP notification (SSN)

Is a tool developed by ECHA to facilitate the fulfilment of the SCIP notification obligation by actors within the supply chain, for instance by distributors (who are not importers) within the same supply chain, without preparing an IUCLID dossier.

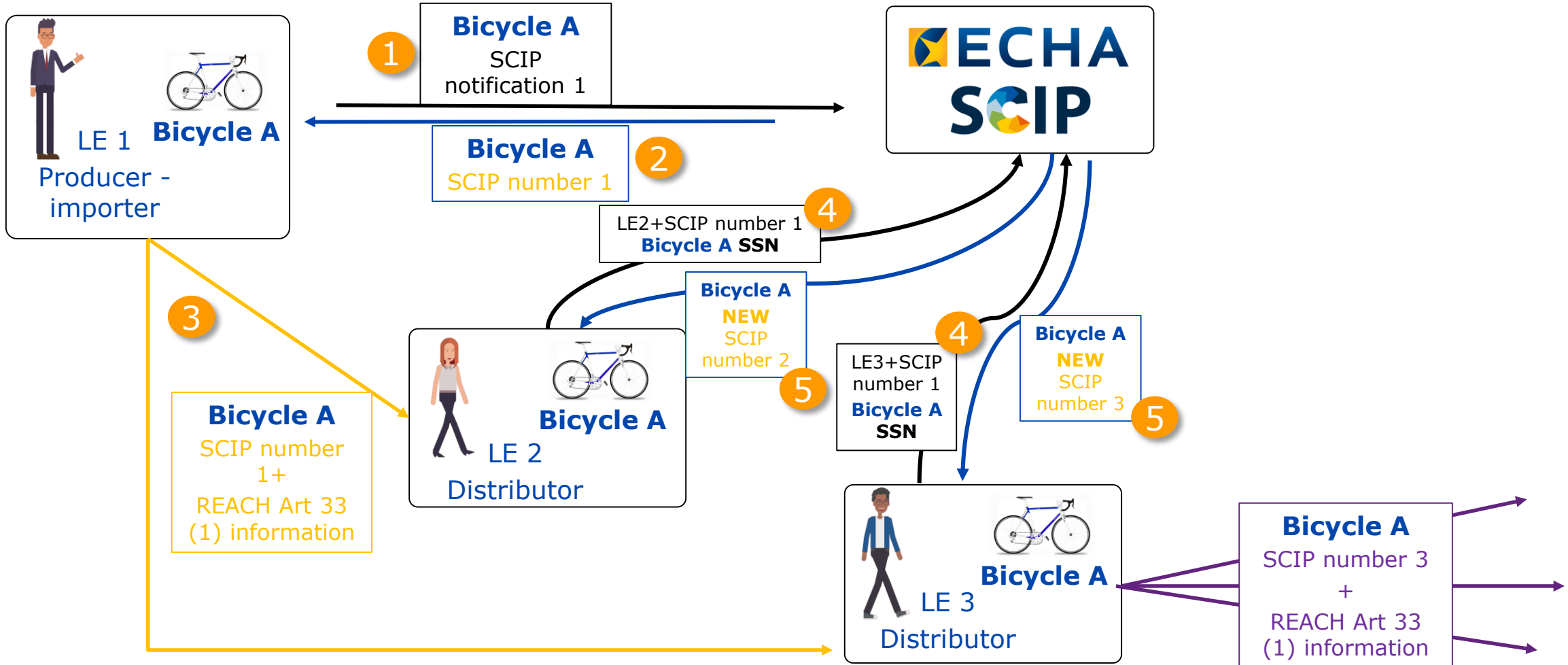
- It is only applicable if the article/complex object received is the same as the one supplied.
- The recipient of the article can refer to information already submitted to ECHA (e.g. by the upstream supplier) by submitting the provided SCIP number through the ECHA Submission Portal.
- By submitting a SSN the recipient of the article is linking the SCIP notification content to the notification, and its updates, of the notification that is referring to (e.g. the SCIP notification of the upstream supplier).



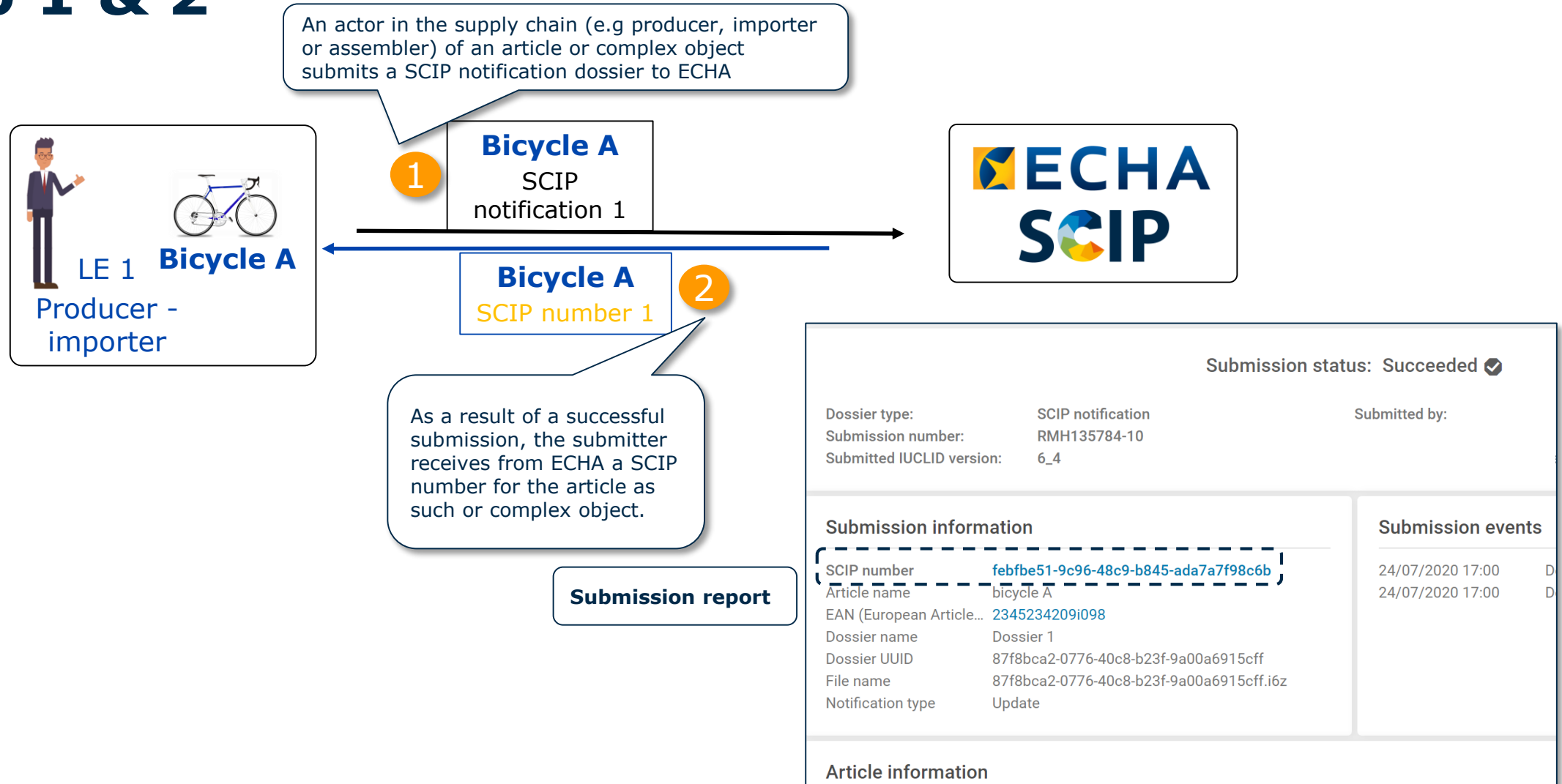
Note: For further information about SSN, please refer to *Tools to refer to SCIP data already submitted to ECHA* available at the support section of the SCIP webpage.

How does simplified SCIP notification works?

The necessary sequential steps are listed and explained with the support of an hypothetical example (bicycle).



Step 1 & 2



Step 3 : Share SCIP number

The supplier of an the article as such or complex object (e.g. producer, importer or assembler) provides the SCIP number received in the SCIP notification report to costumers, as part or together with the information communicated down the supply chain under REACH Art. 33(1).

! If the supplier of articles as such or complex objects has submitted multiple SCIP notifications for those articles or complex objects, this actor can export relevant submission information for one or several SCIP notifications to an excel file which can be shared with the next actor(s) (costumer(s)).

LE 1 Bicycle A
Producer - importer

3

Bicycle A
SCIP number 1
+
REACH Art 33
(1) information

LE 2 Distributor

LE 3 Distributor

Search

Search criteria ▾

Submission number Submission status

Dossier type Submission date from to

SCIP number Notification type

Primary identifier I am looking for

Names

Page 1 of 19 results

RMH135784-10	24/07/2020 17:00
SCIP number febfbe51-9c96-48c9-b845-ada7a7f98c6b	EAN (European ... 2345234209i098
Names Dossier 1, bicycle A	Dossier type SCIP notification
RMH707438-06	07/202
SCIP number dd2bbb59-56cf-4de6-9a3e-a03ed0b7ca93	EAN (European ... 123412341909
Names pen	Dossier type SCIP notification

'Export to Excel' functionality allows the export of SCIP numbers of many submissions, as well as other submission information.

SCIP number

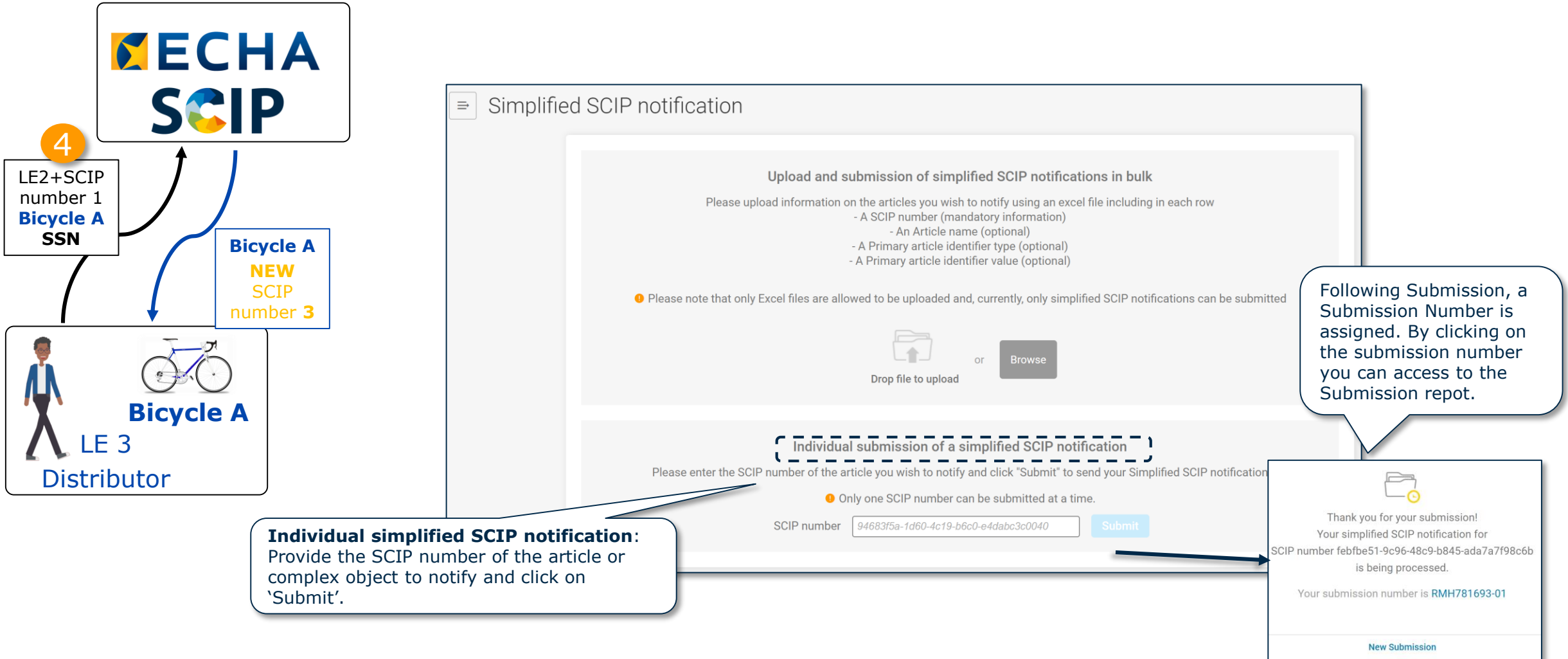
Dossier and article name

Primary article identifier type and value

1	Reference number	A	Names	B	Identifiers	C	D	E	F	G	H	I	J
2	Febf51-9c96-48c9-b845-ada7a7f98c6b		Dossier 1, bicycle A		EAN (Euro)2345234209i098	SCIP notification	RMH135784-10	succeeded	2020-07-2	update			
3	2e0bed9d-5d6c-4cdd-8718-b2c6974cb886		dossier 2, Handelbar grip		GPC (Univaskdfhalsk	SCIP notification	RMH948747-92	succeeded	2020-07-1	update			
4	f83a5f59-c6c1-4430-b2d2-8d69b638106c		Dossier 2, Tyre 366		part numb 8a3e0337-	SCIP notification	RMH637848-99	succeeded	2020-07-1	update			
5	1a1353ae-9853-4abc-bf49-c89cac3764e7		Wheel dos, Wheel 26"		EAN (Euro)966985755	SCIP notification	RMH066698-02	succeeded	2020-06-1	update			

SCIP Step 4: Simplified SCIP notification

The Legal entity can either submit an **individual** simplified SCIP notification (SSN) by providing one SCIP number or can submit more than one SSN in one step (**notification in bulk**) by providing an excel file including the list of SCIP numbers to notify.



Simplified SCIP notification

Upload and submission of simplified SCIP notifications in bulk

Please upload information on the articles you wish to notify using an excel file including in each row

- A SCIP number (mandatory information)
- An Article name (optional)
- A Primary article identifier type (optional)
- A Primary article identifier value (optional)

Please note that only Excel files are allowed to be uploaded and, currently, only simplified SCIP notifications can be submitted

Drop file to upload or

Upload an excel file including in the first column the list of SCIP numbers of the articles and complex objects to notify. Upload the file by using either selecting the relevant file using the 'Browse' or 'Drag & Drop' functionality.

Simplified SCIP notification

File search_results_export_1595603259331.xlsx has been successfully uploaded.

6 records found

SCIP number	Article name	Primary article identifier type	Primary article identifier value
febfb51-9c96-48c9-b845-ada7a7f98c6b	Dossier 1, bicycle A	EAN (European Article Number)	2345234209i098
febfb51-9c96-48c9-b845-ada7a7f98c6b	Dossier 3, bicycle SS 123	EAN (European Article Number)	2345234209i098
2e0bed9d-5d6c-4cdd-8718-b2c6974cb886	dossier 2, Handelbar grip	GPC (Universal Product Code)	askdfhalskjdfhalskjdf
f83a5f59-c6c1-4430-b2d2-8d69b638106c	Dossier 2, Tyre 366	part number	8a3e0337-cded-41d6-8fdc-699220c3ef0b
f83a5f59-c6c1-4430-b2d2-8d69b638106c	Dossier 1, Tyre 366	part number	8a3e0337-cded-41d6-8fdc-699220c3ef0b
1a1353ae-9853-4abc-bf49-c89cac3764e7	Wheel dos, Wheel 26"	EAN (European Article Number)	966985755

Click "Submit" to send your submission(s).

The system will display the records uploaded from the excel file. If the list includes the correct values click on 'Submit'.

Simplified SCIP notification

6 out of 6 records submitted

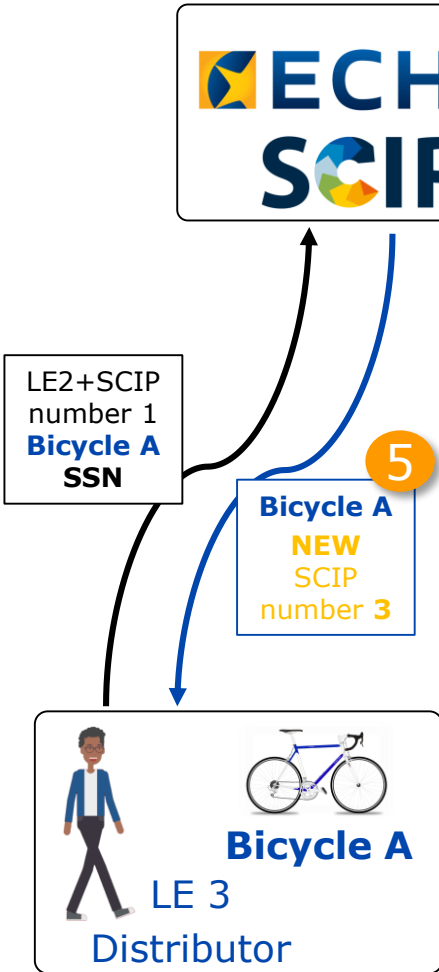
Submission number	SCIP number	Article name	Primary article identifier type	Primary article identifier value
RMH564774-03	febfb51-9c96-48c9-b845-ada7a7f98c6b	Dossier 1, bicycle A	EAN (European Article Number)	2345234209i098
RMH958876-85	febfb51-9c96-48c9-b845-ada7a7f98c6b	Dossier 3, bicycle SS 123	EAN (European Article Number)	2345234209i098
RMH907818-02	2e0bed9d-5d6c-4cdd-8718-b2c6974cb886	dossier 2, Handelbar grip	GPC (Universal Product Code)	askdfhalskjdfhalskjdf
RMH470794-08	f83a5f59-c6c1-4430-b2d2-8d69b638106c	Dossier 2, Tyre 366	part number	8a3e0337-cded-41d6-8fdc-699220c3ef0b
RMH207816-18	f83a5f59-c6c1-4430-b2d2-8d69b638106c	Dossier 1, Tyre 366	part number	8a3e0337-cded-41d6-8fdc-699220c3ef0b
RMH146694-06	1a1353ae-9853-4abc-bf49-c89cac3764e7	Wheel dos, Wheel 26"	EAN (European Article Number)	966985755

[New Submission](#)

Following Submission, a Submission Number is assigned. By clicking on one submission number you can access to each Submission report.

Step 5: Submission report, new SCIP number

If the submission status is succeeded the SCIP notification process has finalized.



NEW SCIP number to be shared with the next actor in the supply chain.

SCIP number used to submit the SSN, from upstream supplier.

Submission status: Succeeded

Dossier type: SCIP notification Submitted by:

Submission number: RMH781693-01

Submitted IUCLID version: N/A

Submission information		Submission events	
SCIP number	ae33137c-6cc3-45f3-be61-830f02fb8dd7	24/07/2020 18:31	Dossier submitted
Referenced SCIP num...	febfb51-9c96-48c9-b845-ada7a7f98c6b	24/07/2020 18:31	Dossier passed validation checks
Article name	bicycle A		
EAN (European Article...)	2345234209i098		
File name			
Notification type	Initial		

Submission history

SCIP number	ae33137c-6cc3-45f3-be61-830f02fb8dd7
24/07/2020 18:31	RMH781693-01 <input checked="" type="checkbox"/>

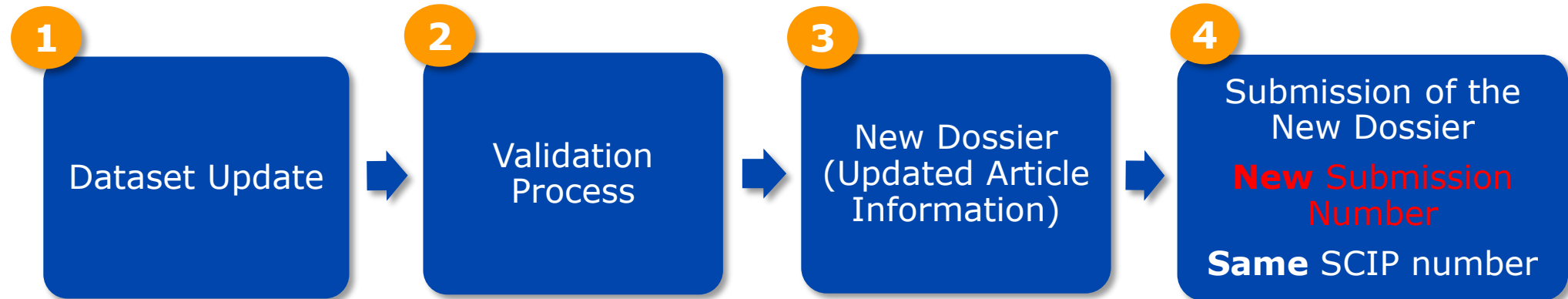
Name, Primary article type and value from the reference article (from SCIP database)

Updating Information on the SCIP Database

If the SCIP information of an article needs to be updated, you can edit the information included in the dataset of the article and create a new dossier. The primary article identifier in the dossier needs to remain the same.

The submission, by the same Legal entity, of this new dossier with the same primary article identifier will be received as an **update of the SCIP notification** of this article or complex object.

SCIP Notification Update Process Overview



Dossier

Important:

The new Dossier must keep the same Primary Article Identifier to create an Update of the SCIP Notification.

Disclaimer

This document aims to assist users in complying with their obligations under Article 9(1)(i) of the Waste framework Directive (WFD). However, users are reminded that the text of the WFD is the only authentic legal reference and that the information in this document does not constitute legal advice. Usage of the information remains under the sole responsibility of the user. The European Chemicals Agency does not accept any liability with regard to the use that may be made of the information contained in this document.