



chemSHERPA-AI

Data entry support tool for Articles

PFU Group entry guide

Ver.2.5

May 24, 2024

- The e-mail addresses have been corrected (Pages 13 and 30)

1. Outline of Data entry support tool for Articles

Main View Layout, Request, Feature, Points to Note When Entering, Declarable Substances, Tool Preparation

2. Data Entry Procedures

- 1) Enter basic information
- 2) Enter product/component information
- 3) Enter composition (SCIP) information
- 4) Enter compliance (SCIP) information
- 5) Error check
- 6) Authorization/output of entry date

Appendix 1. Submit reply data of chemSHERPA

Appendix 2. Details of chemSHERPA data (Requirements)

1. Outline of Data entry support tool for Articles

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1. Outline of Data entry support tool for Articles : Main View Layout

General view

General ToolVersion:chemSHERPA-A2.03.10

Issuer/Authorizer information

Reference number * Remarks
Preparation Date * <yyyy-mm-dd>
Authorization Date * <yyyy-mm-dd>
Item *
Company name *
Name of contact *
Comment
Authorizer name *

Requester information

Reference number * Remarks
Request date *
Reply deadline *
Item *
Company name *
Requester Name *
Requester Comment
Area * IEC62474 SCIP info. ☐ Composition ☐ Compliance

Product/Component information

☒ Product ☒ Administrative Citing Delete Add

	All	CPS	CPL	Product name	Product number	Manufacturer name	Mass	Unit of mass	Product series name	Reporting unit	Rem
1	<input type="checkbox"/>	Show	Show								
2	<input type="checkbox"/>	Show	Show								
3	<input type="checkbox"/>	Show	Show								
4	<input type="checkbox"/>	Show	Show								
5	<input type="checkbox"/>	Show	Show								

Enlarge or Reduce: Ctrl+scroll
Sort: click ▲ ▼ button of the details side of Product/Component

Error check Temporary save Output (Request) Output (Authorization)

Composition view

Subject area IEC62474

Update substance information Delete All clear

Level	Component	Substance	Material	Material code of public standard	Remarks	Substance	CAS No.	Maximum content rate per materials (%)	Remarks	Optional reporting	CSCL	TSCA
1										<input type="checkbox"/> Select all	Applicable	Applicable
2										<input type="checkbox"/> Select all	Applicable	Applicable
3										<input type="checkbox"/> Select all	Applicable	Applicable
4										<input type="checkbox"/> Select all	Applicable	Applicable

Return to general Transact to compliance Error check Finalize

SCIP view

Set default value

Primary Article Identifier	Article Name	Article Category	Production in European Union	Safe use instruction	Material Category	Material name	Substance name	Maximum content rate per materials (%)
1 AAA-1000	AAA-P01	8471500000	Machinery and ...	no data	No need to provide...	66398	Clear/metal > lead (a	Sn-Pb solder Lead 92.5
2 PA10000-1003	AAA03	8473500000	Machinery and ...	no data	No need to provide...			

Update Close

View	Description	Data entry item
General view	Requester information	Company name, Division name, Requester Name, Requester date, etc
	Issuer/Authorizer information	Company name, Division name, Name of contact, Authorizer name, Preparation Date, Authorization Date, etc
	Product/Component information	Product name, Product number, Mass, Unit of mass, Valid From, etc
Composition view	Composition view	Name of Level, Quantity of Level, Name of Component, Quantity of Component, Material, Mass, Substance, Content rate, Exempted application, etc * Old AIS
	SCIP view	Primary Article ID, Article Category, Material Category, etc
Compliance view	Compliance view	Content above the threshold, Content rate, Quantity of content, Usage code, Usage, Porting used, etc * Old JGPSSI
	SCIP view	Primary Article ID, Article Category, Material Category, etc

Compliance view

Subject area IEC62474

Update substance information Delete All clear

Compliance	Subject substance	Candidate item	IS	Referenced laws & regulations	Reportable applications	Reporting threshold	Content above the threshold	Content rate (ppm)	Quantity of content	Unit
1	SCIP									
2	SCIP									
3	SCIP									
4	SCIP									
5	SCIP									
6	SCIP									
7	SCIP									
8	SCIP									
9	SCIP									
10	SCIP									
11	SCIP									
12	SCIP									
13	SCIP									
14	SCIP									
15	SCIP									
16	SCIP									
17	SCIP									
18	SCIP									
19	SCIP									
20	SCIP									
21	SCIP									
22	SCIP									
23	SCIP									
24	SCIP									
25	SCIP									
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32	SCIP									
33	SCIP									
34	SCIP									
35	SCIP									
36	SCIP									
37	SCIP									
38	SCIP									
39	SCIP									
40	SCIP									
41	SCIP									
42	SCIP									
43	SCIP									
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88	SCIP									
89	SCIP									
90	SCIP									
91	SCIP									
92	SCIP									
93	SCIP									
94	SCIP									
95	SCIP									
96	SCIP									
97	SCIP									
98	SCIP									
99	SCIP									
100	SCIP									

Return to general Transact to compliance Error check Finalize

SCIP view

Set default value

Row	ID	CAS No. / Substance group ID	Substance / Substance group	Content rate (ppm)	Portion used	Material Category	Material name	Primary Article Identifier	Article Name	Article Category
1								AAA-1000	AAA-P01	8471500000 Machinery and ...
2	150 00154	7439-92-1	Lead	925000	AAA03	66398	Select/metal > lead (and all	PA10000-1003	AAA03	8473500000 Machinery and ...

Update Close

1. Outline of Data entry support tool for Articles : Request/Feature

◆ Request

- ◇ Enter the General/Composition/Compliance view (Entering the Compliance view is optional.)
- ◇ For General view, please also enter Requester information.
- ◇ Please enter SCIP information (Composition/Compliance view).

This is required from chemSHERPA tool V2.02.

[Reference]

chemSHERPA Guideline for SCIP (Issued by Joint Article Management Promotion-consortium)JAMP)

<https://chemsherpa.net/english/tool#sample>

◆ Feature

- ◇ Replying on multiple products in one file is allowed. (Multiple item single sheet)
- ◇ Information conversion from composition information to compliance information is available.
- ◇ A function to integrate composition/compliance information in several data into a single file is provided.

1. Outline of Data entry support tool for Articles : Points to Note When Entering

7

◆ Points to Note When Entering

Mistakes and omissions often occur when entering information in the following fields.
Please pay attention with these fields.

a) Information on requester is not entered. *See pages 11-13.

⇒ Select "Information on requester On/Off" and enter the information on requester.

b) PFU Group Product No. is not entered in "Product number(Requester)". *See page 16.

⇒ Enter the PFU Group Product No. in "Product number (Requester)".

⇒ The PFU Group Product No. can be found in the Investigation request email. It can also be confirmed when logging in to i-VaS.

c) Unit other than "piece" is selected for "Reporting unit". *See page 16.

⇒ Please select "piece" for "Reporting unit". (Do not select "g", "m", etc.)

d) Please use only one-byte alphanumeric characters for product names on the General view and for names of level and component on the Composition view.

***See pages 16, 18, 25, and 29.**

⇒ When an error check results in a warning or an error, re-enter the fields by using only one-byte alphanumeric characters.

⇒ The error check function of chemSHERPA will follow a phased implementation(*).

(*) chemSHERPA HP <https://chemsherpa.net/news/chemsherpa-en/?p=2562>

1. Outline of Data entry support tool for Articles : Declarable Substances

◆ Relevant Standards for Chemical Management in Declarable Substances

Relevant standards for Chemical management ID (abbr.)	Relevant laws/regulations and industry standards	composition information	compliance information
LR01 (CSCL)	JP Chemical Substances Control Law : Class I Specified Chemical Substances	✓	
LR02 (TSCA)	US Toxic Substances Control Act (TSCA) : Section 6	✓	
LR03 (ELV)	EU Directive 2000/53/EC (ELV) : Targeted substances	✓	
LR04 (RoHS)	EU 2011/65/EU (RoHS) : Annex II	✓	
LR05 (POPs)	EU 2019/1021 (POPs) : Annex I	✓	
LR06 (SVHC)	EU REACH (No 1907/2006) : The Candidate List of Substances of SVHC, Annex XIV Authorisation Substances	✓	
LR07 (REACH Annex XVII)	EU REACH (No 1907/2006) : Annex XVII Restriction substances	✓	
LR08 (MDR)	Medical Devices Regulation (MDR) (EU)2017/745 : Annex I 10.4 Substances	✓	
IC01 (GADSL)	Global Automotive Declarable Substance List (GADSL)	✓	
IC02 (IEC62474)	IEC 62474 DB Declarable substance groups and Declarable substances	✓	✓

1. Outline of Data entry support tool for Articles : Tool Preparation

◆ Download the tool package

Download the chemSHERPA Data entry support tool for articles (Including Manuals):

<https://chemsherpa.net/english/tool>

* After unzip, in any cases, please do not rename, move or delete external file and folder and do not change the configuration of external file or folder.

◆ Execution of the tool

Double-click  Article.exe in the ARTICLE folder among the extracted files to execute it.

* Use of this tool requires that "Microsoft .NET Framework 4.5" or higher is installed on your computer.

* Use of this tool requires that "Microsoft Excel 2016" or higher is installed on your computer.

[*] "chemSHERPA Data entry support tool for articles Operation manual cited from Version 2.4".

For detail, refer to the operation manual.

2. Data Entry Procedures

1. Outline of Data entry support tool for Articles

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2-1) Enter basic information : Requester/Issuer (1/4)

1) Select "Information on requester On/Off"

Data entry support tool for the chemSHERPA-AI General ToolVersion: chemSHERPA-AI

General

Issuer/Authorizer		Requester	
Reference number *		Reference number *	
Preparation Date *	<yyyy-mm-dd>	Request date *	<yyyy-mm-dd>
Authorization Date *	<yyyy-mm-dd>	Reply deadline *	<yyyy-mm-dd>
Item	English	Item	English
Company name *		Company name *	
Name of contact *		Requester Name *	
Comment		Requester Comment	
Authorizer name *		Area	
Area	<input type="checkbox"/> IEC62474	Area	<input type="checkbox"/> IEC62474

Selecting "Information on requester On/Off" enables to enter Requester information

2) Select "Composition", "Compliance" and "IEC62474"

Data entry support tool for the chemSHERPA-AI General ToolVersion: chemSHERPA-AI

General

Issuer/Authorizer		Requester	
Reference number *		Reference number *	
Preparation Date *	<yyyy-mm-dd>	Request date *	<yyyy-mm-dd>
Authorization Date *	<yyyy-mm-dd>	Reply deadline *	<yyyy-mm-dd>
Item	English	Item	English
Company name *		Company name *	
Name of contact *		Requester Name *	
Comment		Requester Comment	
Authorizer name *		Area	
Area	<input checked="" type="checkbox"/> IEC62474	Area	<input checked="" type="checkbox"/> IEC62474

Select "Composition", "Compliance" and "IEC62474"

2-1) Enter basic information : Requester/Issuer (2/4)

3) Enter "Reference number" and "Request date"

< Requester >

- ① For "Reference number", enter "Supplier code". * If Supplier code is unknown, enter "Creation date (yyyymmdd)".
- ② For "Request date", enter Initial investigation request date (Email notification).

< Issuer >

- ③ For "Reference number", enter Identification number the supplier manages.
* If no supplier Identification number, enter "Reference number of requester information".

The screenshot shows the 'Data entry support tool for the chemSHERPA-AI' interface. It has a menu bar (File, Company, Language, Tool) and a 'General' tab. The main area is divided into two sections: 'Issuer/Authorizer' and 'Requester'. Both sections have a 'Reference number' field (marked with a red box) and a 'Request date' field (marked with a red box). The 'Requester' section also has a 'Reply deadline' field. There are checkboxes for 'Composition' and 'Compliance' in both sections. The 'Requester' section has a checkbox for 'Information on requester On/Off'. The 'Requester' section also has a 'Company name' field. The 'Requester' section has a 'Request date' field. The 'Requester' section has a 'Reply deadline' field. The 'Requester' section has a 'Company name' field. The 'Requester' section has a 'Request date' field. The 'Requester' section has a 'Reply deadline' field. The 'Requester' section has a 'Company name' field.

- ① For Requester "Reference number", enter "Supplier code".
 - "Supplier code" is i-VaS login ID.
 - Described in the Investigation request mail title.* If Supplier code is unknown, enter "Creation date".
e.g. 20211015 (yyyymmdd)

- ③ For Issuer "Reference number", enter Identification number the supplier manages
* If no supplier identification number, enter "Reference number of requester information" (①)

- ② For "Request date", enter Initial investigation request date (Email notification)

2-1) Enter basic information : Requester/Issuer (3/4)

4) Enter "Requester information"

The diagram illustrates the process of entering requester information in three steps:

- Step 1:** Selecting the 'Requester' option from the 'Company' menu in the 'Data entry support tool for the chemSHERPA-AI'.
- Step 2:** A table of required items and their corresponding data entry information.
- Step 3:** Entering the information into the 'Requester' form, with a red box highlighting the required fields.

Required item	Data entry information
Company name	PFU Limited
Division name	Purchasing Dept.
Title	Survey requester
Requester Name	Requester
Email address	pfugreen-g@ml.ricoh.com
Phone number	+81-76-281-8290

Enter this information.

Enter PFU fixed information

English must be filled in.

Item

Organization ID

Company ID

Company name *

Division name *

Title *

Requester Name *

Email address *

Phone number *

Extension number

Postal code

Country

Prefecture

Municipality

Address

2-1) Enter basic information : Requester/Issuer (4/4)

5) Enter "Issuer information"

AT Data entry support tool for the chemSHERPA-AI

File Company Language Tool

■ Gen Issuer/Authorizer

Issue Requester

Reference number * Remarks

Preparation Date * <yyyy-mm-dd> ☒ Composition

Authorization Date * <yyyy-mm-dd> ☒ Compliance

Required item	Data entry item * Your company
Company name	Company name of person in charge
Division name	Division name of person in charge
Title	Title of person in charge
Name of contact	Person in charge
Email address	Email address of person in charge
Phone number	Phone number of person in charge

2

AT Data entry support tool for the chemSHERPA-AI Issuer/Authorizer ToolVersion:chemSHERPA-A2.03.10

<<Issuer>> Import template Register template OK English must be filled in.

Item English Local

Organization ID

Company ID

Company name *

Division name *

Title *

Name of contact *

Email address *

Phone number *

Extension number

Postal code

Country

Prefecture

Municipality

Address

<<Authorizer>> Import template Register template

Item English Local

Division name *

Enter your Issuer information

2-2) Enter product/component information

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2-2) Enter product/component information

Enter Product/Component information

① For **"Product number (Requester)"**, enter the **PFU Group Product No.**

Point

- * You can confirm this number when logging in to i-VaS. It can also be found in the Investigation request mail.
- * Multiple PFU Group Product Nos. can be entered. However, do not enter the same PFU Group Product No. (e.g. source with different type). In this case, create another chemSHERPA data separately.
- * For electronic components, do not include the ordered item number (00AT, etc.). Please enter the product number listed on the purchase specifications. e.g. PA12345-678900AT → NG / PA12345-6789 → OK

② For **"Product name (Product)"**, enter "Your company's product name".

③ For **"Product number (Product)"**, enter "Your company's product number".

* If you don't have your company's product number, enter the **PFU Group Product No.**

④ Enter **"Mass" and "Unit of mass"**.

⑤ For **"Reporting unit"**, select **"piece"**.

Point

⑥ Enter **"Valid From"**.

Enter with one-byte alphanumeric characters.

□ : Required item

Product/Component		Requester	Product	Remarks	Overall content flag	Valid From				
		Product name	Product number	Manufacturer name	Mass	Unit of mass	Product series name	Reporting unit		
1	AAA	PA10000-1000	AAA-P01	ABC Ltd.	250	g	DDD	piece		2021-04-14
2	BBB	PA20000-2000	BBB-P02	ABC Ltd.	20	g	DDD	piece		2021-04-14
3	CCC	PA30000-3000	CCC-P03	ABC Ltd.	30	g	DDD	piece		2021-04-14

PFU Group Product No.
* Duplicate product number is not allowed

Your company's product name

Mass, Unit of mass

Select "piece"

Valid From

Your company's product number
* If you don't have your company's product number, enter **PFU Group Product No.**

2-3) Enter composition (SCIP) information

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- 5) Error check
- 6) Authorization/output of entry date

2-3) Enter composition (SCIP) information (1/2)

Enter Composition information

■ General view

Product/Component ☒ Product ☒ Administrative

	All	CPS	CPL	Product name	Product number	Product name	Product number	Manufacturer name
1	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	AAA	PA10000-1000	AAA-P01	AAA-1000	ABC Ltd.

① Click "Show" below "CPS"

■ Composition view

Data entry support tool for the chemSHERPA-AI Composition ToolVersion: chemSHERPA-A2.03.10

Product number: AAA-1000 Finalization date: Subject area: IEC62474
Product name: AAA-P01 Mass of product: 250g

Update substance information Delete All clear

Level	Component	Material	Substance	Optional reporting	CSCL	TSCA	ELV	RoHS	POPs													
Name	Quantity	Name	Usage	Classification symbol	Name	Mass	Unit	Material code of public standard	Remarks	Substance	CAS No.	Maximum content rate per materials(%)	Remarks	Select all	Applicable	Applicable	Applicable	Exempted application	Applicable	Exempted application	Applicable	Substance Use
1	Add	Add	Select	Add						Select	Add			<input type="checkbox"/>	Applicable	Applicable	Applicable	Exempted application	Applicable	Exempted application	Applicable	
2														<input type="checkbox"/>								
3														<input type="checkbox"/>								
4														<input type="checkbox"/>								

Enter with one-byte alphanumeric characters.

② Refer to manuals included in the chemSHERPA Tool to enter data

- chemSHERPA Operation manual for Articles
- chemSHERPA Data entry manual for Articles

④ Click "Return to general"

③ Click "Error check".
After confirming there is no error, click "Finalize"

2-3) Enter composition (SCIP) information (2/2)

- ⑤ Once Composition information is entered and finalized, SCIP information view pops up. (*)
(Note 1) It is necessary that SCIP information (Composition information) is ticked on the General window.
(Note 1) You cannot transition to the SCIP information view unless the Composition is "Finalized".



■ SCIP view

SCIP information(Composition)

■ Composition

SCIP Enlarge or Reduce: Ctrl+scroll

	Product name	Level name	Row	Number	Primary Article Identifier	Article Name	Article Category	Production in European Union	Safe use instruction	Material Category	Material name	Substance name	Maximum content rate per materials(%)
1	AAA-P01				AAA-1000	AAA-P01	8471500000 Machinery and ...	no data	▼ No need to provide...				
2					PA10000-1003	AAA03	8473500000 Machinery and ...	no data	▼ No need to provide...	66398 Clear metal > lead (a...	Sn-Pb solder	Lead	92.5

⑥ When the click "Set default value", set the default value (Primary Article Identifier, Article Name, Production in European Union, Safe use instruction, Material Category).

⑦ Refer to manuals included in the chemSHERPA Tool to enter data

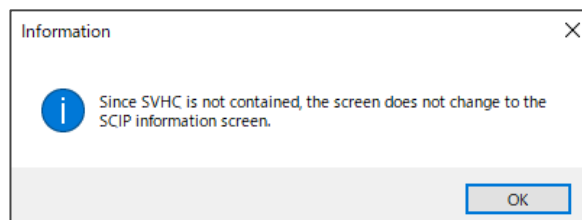
- chemSHERPA Operation manual for Articles
- chemSHERPA Data entry manual for Articles

⑧ Click "Update". After confirming there is no error, click "Close"

Update

Update Close

(*) The above view will not appear if there is no SVHC substance to be registered. The following screen will be displayed.



- ⑧ Click "Update".
After confirming there is no error, click "Close"

2-4) Enter compliance (SCIP) information

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- 4) Enter compliance (SCIP) information
- 5) Error check
- 6) Authorization/output of entry date

2-4) Enter compliance (SCIP) information (1/3)

Enter Compliance information

■ General view

Product/Component ☒ Product ☒ Administrative

	All	CPS	CPL	Product name	Product number	Product name	Product number	Manufacturer name
1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	AAA	PA10000-1000	AAA-P01	AAA-1000	ABC Ltd.

① Click "Show" below "CPL"

■ Compliance view

File

Compliance

Product number: AAA-1000 Finalization date: Subject area: IEC624

Product name: AAA-P01

Overall content flag:

Compliance ☒ All show ☐ Filtering

Add ☒ Delete ☐ Convert from Composition ☐ All clear ☐ Update ☐ Simplification

	Subject substance	Candidate item	ID	Referenced laws & regulations	Reportable applications	Reporting threshold	Content above the threshold	Content rate (ppm)	Quantity of content	Usage code	Usage	Portion used	Remarks
	CAS No./ Substance group ID	Substance/Substance group	<input type="checkbox"/> Show "ON" only				<input type="checkbox"/> Show "Y" only						
1	SG001 Asbestos	<input type="checkbox"/>		00003 [EU] REACH Regulation (EC) ... All	Intentionally added [Rep...								
2	SG002 Azocolourants and a...	<input type="checkbox"/>		00004 [EU] REACH Regulation (EC) ... Textiles an...	0.003% by weight of the ...								
3	SG003 Boric acid	<input type="checkbox"/>		00007 [EU] REACH Regulation (EC) ... All	0.1 mass% of article [Rep...								
4	SG004 Brominated flame re...	<input type="checkbox"/>		00008 (Standard) IEC 61249-2-21; ...	Printed wiri...	0.09 mass% total bromin...							
5				00009 (Standard) JEDEC JS709	Plastic mat...	0.1 mass% of bromine in ...							
6	SG006 Cadmium/Cadmium co...	<input type="checkbox"/>		00010 [EU] RoHS Directive 2011/65...	All, except ...	0.01 mass% of total Cd in ...					Please enter the data.		
7				00011 [EU] Battery Directive 2006/...	Batteries	0.001% by weight of batt...							
8	SG008 Chromium (VI) Com...												
9													
10													
11	SG009 Dibutyltin (DBT) com...												
12	SG010 Dioctyltin (DOT) com...												
13	SG011 Disodium tetraborate												
14	SG012 Fluorinated Greenha...												
15	SG013 Hexabromocyclodod...												
16	SG014 Lead/Lead Compounds	<input type="checkbox"/>		00021 [EU] RoHS Directive 2011/65...	All, except ...	0.1 mass% of total Pb in ...					Please enter the data.		
17				00022 [USA] Consumer Product Saf...	Consumer ...	0.01 mass% [ReportingL...					Please enter the data.		
18				00023 [USA] Consumer Product Saf...	Paint and s...	0.05 mass% [ReportingL...					Please enter the data.		

Return to general Transit to composition

Error check

② The compliance information is automatically generated from the composition information by pressing the "Convert from Composition" button.

③ Refer to manuals included in the chemSHERPA Tool to enter data

- chemSHERPA Operation manual for Articles
- chemSHERPA Data entry manual for Articles

⑤ Click "Return to general"

④ Click "Error check".

After confirming there is no error, click "Finalize"

2-4) Enter compliance (SCIP) information (2/3)

< Note >

- a) When Content above the threshold is "Y", enter Content rate (ppm), Quantity of content, Unit, Usage and Point used.
- b) If Content above the threshold is "Y" and the Usage code cell is displayed as "Please enter the data.", please enter the Usage code.

■ Compliance view

■ Compliance view

File Data entry support tool for the chemSHERPA-AI Compliance ToolVersion:chemSHERPA-A2.03.10

ChemSHERPA-AI Article Tool

Product number AAA-1000 Finalization date Subject area IEC62474

Product name AAA-P01

Overall content flag Y

Compliance All show Filtering Add Delete Convert from Composition All clear Update Simplification

Subject substance	Candidate item	ID	Referenced laws & regulations	Reportable applications	Reporting threshold	Content above the threshold	Content rate (ppm)	Quantity of content	Usage code	Usage	Portion used	Remarks
						Show "Y" only	Quantity of content	Unit	Input: Cell double-click			
1 SG001 Asbestos	<input type="checkbox"/>	00003	[EU] REACH Regulation (EC) ...	All	Intentionally added [Rep...	N						
2 SG002 Azocolourants and a...	<input type="checkbox"/>	00004	[EU] REACH Regulation (EC) ...	Textiles an...	0.003% by weight of the ...	N						
3 SG003 Boric acid	<input type="checkbox"/>	00007	[EU] REACH Regulation (EC) ...	All	0.1 mass% of article [Rep...	N						
4 SG004 Brominated flame re...	<input checked="" type="checkbox"/>	00008	(Standard) IEC 61249-2-21; ...	Printed wiri...	0.09 mass% total bromin...	N						
5		00009	(Standard) JEDEC JS709	Plastic mat...	0.1 mass% of bromine in ...	Y	20000	1000 mg		1.base material	AAA02	
6 SG006 Cadmium/Cadmium co...	<input type="checkbox"/>	00010	[EU] RoHS Directive 2011/65...	All, except ...	0.01 mass% of total Cd in...	N						
7		00011	[EU] Battery Directive 2006/...	Batteries	0.001% by weight of batt...	N						
8		00166	[USA California] Electronic W...	Video displ...	0.01 mass% of total Cd in...	N						
9 SG008 Chromium (VI) Com...	<input type="checkbox"/>	00012	[EU] RoHS Directive 2011/65...	All	0.1 mass% of total Cr+6 i...	N						
10		00167	[USA California] Electronic W...	Video displ...	0.1 mass% of total Cr+6 i...	N						
11 SG009 Dibutyltin (DBT) com...	<input type="checkbox"/>	00014	[EU] REACH Regulation (EC) ...	All	0.1 mass% of tin in the p...	N						
12 SG010 Dioctyltin (DOT) com...	<input type="checkbox"/>	00015	[EU] REACH Regulation (EC) ...	(a) textile ...	0.1 mass% of tin in the p...	N						
13 SG011 Disodium tetraborate...	<input type="checkbox"/>	00017	[EU] REACH Regulation (EC) ...	All	0.1 mass% of article [Rep...	N						
14 SG012 Fluorinated Greenho...	<input type="checkbox"/>	00018	[EU] REGULATION (EU) No 5...	All	Intentionally Added [Rep...	N						
15 SG013 Hexabromocycloclod...	<input type="checkbox"/>	00020	[EU] REACH Regulation (EC) ...	All	Intentionally added or 0...	N						
16 SG014 Lead/Lead Compounds	<input checked="" type="checkbox"/>	00021	[EU] RoHS Directive 2011/65...	All, except ...	0.1 mass% of total Pb in ...	Y	925000	46250 mg	RoHS-7(a)	1.base material	AAA03	
17		00022	[USA] Consumer Product Saf...	Consumer ...	0.01 mass% [ReportingL...	N						
18		00023	[USA] Consumer Product Saf...	Paint and s...	0.009 mass% of surface c...	N						
19		00024	[USA California] Safe Drinkin...	Cables/cor...	0.03 mass% of surface co...	N						

Return to general Transit to composition Error check Finalize

Enter items

a

b

2-4) Enter compliance (SCIP) information (3/3)

- ⑥ Once Compliance information is entered and finalized, SCIP information view pops up. (*)
(Note 1) It is necessary that SCIP information (Compliance information) is ticked on the General window.
(Note 1) You cannot transition to the SCIP information view unless the Compliance is "Finalized".

■ SCIP view

The screenshot shows the 'SCIP information(Compliance)' window. A table lists SCIP data with columns: Product name, Row, ID, CAS No. / Substance group ID, Substance / Substance group, Content rate (ppm), Portion used, Material Category, Material name, Primary Article Identifier, Article Name, Article Category, Production in European Union, and Safe use instruction. Annotations include: a red box around the 'Set default value' button (7); a red box around the first row of data (8); a red box around the 'Update' and 'Close' buttons (9); and a green arrow pointing down from the text above.

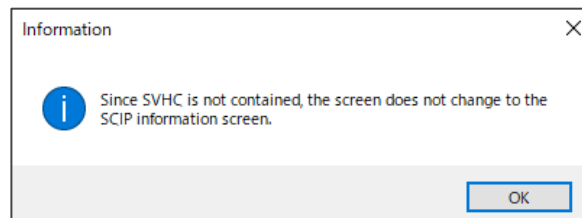
⑦ When the click "Set default value", set the default value (Primary Article Identifier, Article Name, Production in European Union, Safe use instruction, Material Category).

⑧ Refer to manuals included in the chemSHERPA Tool to enter data

- chemSHERPA Operation manual for Articles
- chemSHERPA Data entry manual for Articles

(*) The above view will not appear if there is no SVHC substance to be registered. The following screen will be displayed.

- ⑨ Click "Update".
After confirming there is no error, click "Close"



1. Outline of Data entry support tool for Articles

Main View Layout, Request, Feature, Points to Note When Entering, Declarable Substances, Tool Preparation

2. Data Entry Procedures

- 1) Enter basic information
- 2) Enter product/component information
- 3) Enter composition (SCIP) information
- 4) Enter compliance (SCIP) information
- 5) Error check
- 6) Authorization/output of entry date

2-5) Error check

Perform Error check

AB Data entry support tool for the chemSHERPA-AI General ToolVersion:chemSHERPA-A2.03.10

File Company Language Tool chemSHERPA-AI Article Tool

■ General

Issuer/Authorizer		Requester <input checked="" type="checkbox"/> Information on requester On/Off	
Reference number * P1001	Remarks	Reference number * P1001	Remarks
Preparation Date * 2021-04-14	<input checked="" type="checkbox"/> Composition	Request date * 2021-04-08	<input checked="" type="checkbox"/> Composition
Authorization Date * <yyyy-mm-dd>	<input checked="" type="checkbox"/> Compliance	Reply deadline <yyyy-mm-dd>	<input checked="" type="checkbox"/> Compliance
Item English	Local	Item English	Local
Company name * ABC Ltd.	株式会社ABC	Company name * PFU Limited	
Name of contact * Ichiro Onoke	宇野気 一郎	Requester Name * Requester	
Comment		Requester Comment	
Authorizer name *			
Area <input checked="" type="checkbox"/> IEC62474	SCIP info. <input checked="" type="checkbox"/> Composition <input checked="" type="checkbox"/> Compliance	Area <input checked="" type="checkbox"/> IEC62474	

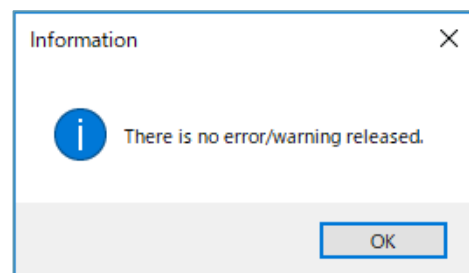
Product/Component ☒ Product **1** ☒ Administrative Citing Delete Add

	All	CPS	CPL	Product name	Product number	Product name	Product number	Manufacturer	Mass	Unit of	Product	Reporting unit	Remarks	Overall intent flag	Valid From
1	<input checked="" type="checkbox"/>	Show	Show	AAA	PA10000-1000									Y	2021-04-14
2	<input checked="" type="checkbox"/>	Show	Show	BBB	PA20000-2000									N	2021-04-14
3	<input checked="" type="checkbox"/>	Show	Show	CCC	PA30000-3000									N	2021-04-14

Enlarge or Reduce: Ctrl+scroll
Sort: click ▲▼ button of the details side of Product/Component

2 Error check Temporary save Output (Request) Output (Authorization)

Confirm that the PFU Group Product No. is correctly entered.
* Duplicate product number is not allowed



Click "Error check" to confirm there is no error.

2-6) Authorization/output of entry date

1. Outline of Data entry support tool for Articles

Main View Layout, Request, Feature, Points to Note When Entering, Declarable Substances, Tool Preparation

2. Data Entry Procedures

- 1) Enter basic information
- 2) Enter product/component information
- 3) Enter composition (SCIP) information
- 4) Enter compliance (SCIP) information
- 5) Error check
- 6) Authorization/output of entry date

2-6) Authorization/output of entry date (1/3)

1) Authorize Entry data

- ① Confirm "Product/Component information"
- ② Confirm "Composition (SCIP) information"
- ③ Confirm "Compliance (SCIP) information"

General

ToolVersion:chemSHERPA-A2.03.10

ChemSHERPA-AI Article Tool

Issuer/Authorizer

Reference number	P1001	Remarks	
Preparation Date	2021-04-14	<input checked="" type="checkbox"/> Composition	
Authorization Date	<yyyy-mm-dd>	<input checked="" type="checkbox"/> Compliance	
Item	English	Local	
Company name	ABC Ltd.	株式会社ABC	

Requester

Reference number	P1001	Remarks	
Request date	2021-04-08	<input checked="" type="checkbox"/> Composition	
Reply deadline	<yyyy-mm-dd>	<input checked="" type="checkbox"/> Compliance	
Item	English	Local	
Company name	PFU Limited		

Product/Component

All	CPS	CPL	Product name	Product number	Product name	Product number	Manufacture name	Mass	Unit of mass	Product series name	Reporting unit	Remarks	Overall content flag	Valid From	Revision date	Revision history	Composition	Compliance
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	AAA	PA10000-1000	AAA-P01	AAA-1000	ABC Ltd.	250	g	DDD	piece		Y	2021-04-14			2021-04-14 13:55Finalize(with SCIP info)	2021-04-19 13:14Finalize(with SCIP info)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	BBB	PA20000-2000	BBB-P02	BBB-2000	ABC Ltd.	20	g	DDD	piece		N	2021-04-14			2021-04-14 13:56Finalize(with SCIP info)	2021-04-14 13:56Finalize(with SCIP info)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	CCC	PA30000-3000	CCC-P03	CCC-3000	ABC Ltd.	30	g	DDD	piece		N	2021-04-14			2021-04-14 13:57Finalize(with SCIP info)	2021-04-14 13:57Finalize(with SCIP info)

Enlarge or Reduce: Ctrl+scroll
Sort: click ▲▼ button on the details side of Product/Component

Error check Temporary save Output (Request) Output (Authorization)

③ Click "Show" below "CPL" and confirm "Compliance (SCIP) information" (See page 21)

② Click "Show" below "CPS" and confirm "Composition (SCIP) information" (See page 19)

2-6) Authorization/output of entry date (2/3)

④ Enter "Authorizer information"

AI Data entry support tool for the chemSHERPA-AI

File Company Language Tool

General

Issuer/Authorizer

Requester

Reference number * P1001

Preparation Date * 2021-04-14

Authorization Date * <yyyy-mm-dd>

Remarks

☒ Composition

☒ Compliance

Required item	Data entry item * Your company
Division name	Approver's division name
Title	Approver's title
Authorizer name	Approver's name
Email address	Approver's email address
Phone number	Approver's phone number

Enter your Authorizer information

AI Data entry support tool for the chemSHERPA-AI

Issuer/Authorizer ToolVersion:chemSHERPA-A2.03.10

<<Authorizer>> Import template Register template

Item	English	Local
Division name *		
Title *		
Authorizer name *		
Email address *		
Phone number *		
Extension number		
Postal code		
Country		
Prefecture		
Municipality		
Address		

Select "OK" ③

⑤ Enter "Authorization Date"

AI Data entry support tool for the chemSHERPA-AI

General

File Company Language Tool

General

Issuer/Authorizer

Reference number * P1001

Preparation Date * 2021-04-14

Authorization Date * 2021-04-14

Remarks

☒ Composition

☒ Compliance

Item	English	Local
Company name *	ABC Ltd.	
Name of contact *	Ichiro Unoke	
Comment		
Authorizer name *	Taro Takamatsu	

Return to general view

Enter "Authorization Date"

2-6) Authorization/output of entry date (3/3)

2) Output entry data

- ① Select Products
- ② Click "Error check" to confirm there is no error. Click "Output(Authorization)"

Duplicate product number is not allowed

Product number	Product name	Manufacturer name	Mass	Unit of mass	Product series name	Reporting unit	Remarks	Overall content flag	Valid From	Revision date	Revision history	Composition	Compliance
PA10000-1000	AAA-P01	AAA-1000	ABC Ltd.	250	g	DDD	piece	Y	2021-04-14			2021-04-14 13:55Finalize(with SCIP info)	2021-04-14 13:55Finalize(with SCIP info)
PA20000-2000	BBB-P02	BBB-2000	ABC Ltd.	20	g	DDD	piece	N	2021-04-14			2021-04-14 13:56Finalize(with SCIP info)	2021-04-14 13:56Finalize(with SCIP info)
PA30000-3000	CCC-P03	CCC-3000	ABC Ltd.	30	g	DDD	piece	N	2021-04-14			2021-04-14 13:57Finalize(with SCIP info)	2021-04-14 13:57Finalize(with SCIP info)

Error check

Error check Temporary save Output (Request) Output (Authorization)

- ③ Click "Authorize/Output"

Authorization

Do you authorize the data you entered to export chemSHERPA

Authorizer name (English) : Taro Takamatsu

Authorizer name (Local) : -

■ "Responsible information handling"

"Responsible information handling" indicates such practices that an operator creates information on chemical substances in products to the possible extent in line with this "Rules of the use" under the chemSHERPA and based on inputs from suppliers, its own

■ Disclaimer

The administration organization of the chemSHERPA is not liable for any direct or indirect loss resulting from information/data provided through or created by the Data Entry Support Tool.

Users have full responsibility for using any and all information/data provided under the scheme.

Authorize/Output Cancel

Click "Authorize/Output"

◆How to submit chemSHERPA reply data (.shai)◆

☆Supplier who uses i-VaS(Web tool)

- Upload the data from i-VaS

<https://pitnet.pfu.ricoh.com/NPIT/loginp.asp?proj=IVAS>

☆Supplier who does not used i-VaS(Web tool)

- Send an email to PFU Purchasing Dept.

pfugreen-g@ml.ricoh.com

* Same as the submission of “Warranty of Compliance with PFU’s Requirement for Chemical Substance”

Appendix 2. Details of chemSHERPA data (Requirements)

For detail of data creation, METI(*) Overview Description and JAMP seminars would be helpful information sources.

* METI : Ministry of Economy, Trade and Industry

The image shows a collage of three web pages. The top-left page is the METI HP (Ministry of Economy, Trade and Industry) with a navigation menu and a link to the chemSHERPA description and instruction video. The top-right page is the chemSHERPA HP (Joint Article Management Promotion-consortium) with a navigation menu and a link to the chemSHERPA description and instruction video. The bottom page is a detailed view of the 'Data entry support tool/数据制作支持 (工具等)' page, which includes a table of tools and their download links.

METI HP
http://www.meti.go.jp/policy/chemical_management/english/video.html

chemSHERPA HP
<https://chemsherpa.net/english>

Data entry support tool/数据制作支持 (工具等)

Date of publication	Tool	Outline	Download
2021-03-31	[English] Set of files of chemSHERPA data(AI) entry support tool for articles and manuals, Ver.2.03.10	[English] Set of files of chemSHERPA data(AI) entry support tool for articles and manuals[Ver.2.03.10] * 64-bit OS version PC is required for tools after this version.	Download page
2021-03-31	[Chinese] 物品数据(AI)制作支持工具与操作手册 (一套) , Ver.2.03.10	物品数据(AI)制作支持工具与操作手册 (一套) [Ver.2.03.10] *此版本之后的工具需要64位OS版本的PC。	Download page
2021-03-31	[English] Set of files of chemSHERPA data(CI) entry support tool for chemicals and manuals, Ver.2.03.10	Set of files of chemSHERPA data(CI) entry support tool for chemicals and manuals[Ver.2.03.10] * 64-bit OS version PC is required for tools after this version.	Download page

