

Guide for compliance with EU REACH

Article 22(1)

Introduction

This guidance document compiles best practices from different chemical sectors for REACH dossier updating. The aim is not to replicate the information on the reviewed version of the REACH Guidance of Registration¹ but to provide feedback on how the chemical industry updates IUCLID dossiers based on the different scenarios provided in the Implementing Regulation (EU) 2020/1435.

Under the REACH Regulation (EC 1907/2006), manufacturers, importers, and only representatives of non-EU companies must submit a registration dossier to the European Chemical Agency (ECHA) for the substances they produce and import. Companies are obliged to update the REACH dossier with any relevant new information without undue delay.

In 2017 and 2018, when the phase-in period was coming to a close, Member States and ECHA focused on updates of already registered dossiers. A concern was raised as to whether the update frequency ensured timely updating of the dossiers. In addition, measures to provide clear and specific requirements and timelines to the registrants were discussed. As a result, it was suggested that ECHA provide clear criteria and explanations on:

1. What needs to be updated?
2. Who is responsible for the updates?
3. Why are the updates important?
4. Implementing Act to clarify the update requirements of Article 22 of REACH

Thus, on 12 October 2020, the European Commission published an Implementing Regulation (EU) 2020/1435 in the Official Journal of the European Union², which clarifies the meaning of "without undue delay" related to registration updates under the REACH Regulation.

¹ https://echa.europa.eu/documents/10162/23036412/registration_en.pdf/de54853d-e19e-4528-9b34-8680944372f2

² <https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CELEX%3A32020R1435>

October 2021

The Implementing Regulation included deadlines for different scenarios, which trigger the need for the registrant to update their dossiers.

The Commission's Implementing Regulation states that *"a deadline of three months should be specified for updates of a more administrative nature and deadlines of six or twelve months for more complex updates, such as those requiring the generation of data or changes to the safety assessment."*

The deadlines identified in the Commission Implementing Regulation (EU) 2020/1435 are to be counted from the specific trigger event described by each article of the Implementing Regulation. These defined deadlines are not to be confused with those communicated by ECHA or the Commission in their opinions and decisions to registrants; in such cases, the registrant must update the dossier following the deadlines specified by ECHA/ the Commission in the decision.

Table of Contents

Chapter 1	4
Changes in a registrant' status or its identity	4
Chapter 2	4
Changes in the composition of the substance.....	4
Chapter 3	5
Changes in tonnage band	5
Chapter 4	9
New identified uses and new uses advised against	9
Chapter 5	11
New knowledge of the risk to human health and/or the environment	11
Chapter 6	11
Changes in the classification and labelling of the registered substance	11
Chapter 7	12
Updates or amendments of the CSR or the guidance on safe use	12
Chapter 8	12
Testing proposal prior to conducting a test listed in Annex IX or X.....	12
Chapter 9	13
Changes in the access granted to information in the registration.....	13
Chapter 10	13
Updates involving further testing.....	13
Chapter 11	14
Other combined updates	14
Chapter 12	14
Updates within the joint submission	14
Chapter 13	18
Updates as a consequence of an update of the Annexes of REACH	18

Chapter 1

Changes in a registrant's status or its identity

Responsibility to update: Registrant

Deadline to submit the update: 3 months

Following article 22(1)(a) of the REACH Regulation, the registrant must inform ECHA of any change in their role in the supply chain through an update of the registration dossier. These changes include:

- Changes in company name and company address should be reported directly in the ECHA business account, which provides access to ECHA IT tools: REACH-IT, R4BP, ECHA cloud (there is no need to update the IUCLID dossier).
- Changes in the company size are to be reported directly in REACH-IT.
- Any change in the legal entity due to split/merger/change of only representative should be reported directly in REACH-IT.
- Any change in the registrant's role within the supply chain should be recorded in section 1.1 of the IUCLID dossier. Additional information should also be included in sections 1.7 and 3.3 of the IUCLID dossier when it is relevant.

In all the cases indicated above, registrants have a maximum of three months to provide ECHA with the update, starting from the date when the specific change takes effect. If, in any case, indicated above triggers a change in the CSR, please refer to chapter 11.

Any changes of Legal Entity by co-registrants should be updated in REACH-IT and communicated to the lead Registrant/consortia to keep track of changes and meet the obligations laid down in the Implementing Regulation on joint submission and data-sharing.

Further information on how to report changes in the identity of legal entities can be found in the Practical guide: ***How to report changes in the identity of legal entities*** available at <https://echa.europa.eu/practical-guides>

Chapter 2

Changes in the composition of the substance

Responsibility to update: Registrant

Deadline to submit the updated dossier: 3 months

Following article 22(1)(b) of the REACH Regulation, any significant changes to the relative composition of the substance currently submitted (section 1.2 of the IUCLID dossier) must be reported to ECHA by updating the registration dossier no later than three months from

October 2021

the date when the manufacturer or import begins with the change in the substance composition. If new analytical data shows that the typical concentration and/or concentration ranges reported in the dossier change, the registrant needs to check if the new composition remains within the boundary composition of the lead registrant dossier.

If the boundary composition indicated in the lead registrant's dossier already covers the new composition from the co-registrant, the co-registrant can modify its typical concentration and ranges of the constituents in its dossier. The analytical information should be included in section 1.4 of the IUCLID dossier. If the substance is a UVCB, the manufacturing process description should be reported and incorporated under the description in section 1.2 of the IUCLID dossier. A form for describing the manufacturing process of UVCB substances is provided on the [ECHA page](#).

On the contrary, if the new composition does not fit within the Lead Registrant's boundary composition, this should be notified to the lead registrant who may or may not decide to update the boundary composition of the joint submission because changes in the boundary composition may trigger a change in the hazard assessment, risk assessment, and classification reported in the joint submission. This may trigger the need to generate additional information and develop the related action plan to materialize this into an update of the joint submission.

If the lead registrant changes the boundary composition, all co-registrants need to be informed of the change.

If the substance is a UVCB and the manufacturing process/starting materials change, a potential new registration could be envisaged since any significant change to the raw materials or the process would be likely to lead to a different substance that could require registration as a separate substance. Thus, it is recommended to regularly control raw materials and final products' analytical data and review the production processes.

Further guidance on the degree of purity and UVCB substances can be found in the **Guidance for identification and naming of substance under REACH and CLP** available at <https://echa.europa.eu/guidance-documents/guidance-on-reach>

Chapter 3

Changes in tonnage band

Responsibility to update: Registrant

Deadline to submit the updated dossier: 3 months/ 6 months (in case of a testing proposal)

Following article 22(1)(c) of the REACH Regulation, any changes leading to tonnage band change must be reported to ECHA by updating the registration dossier. The dossier update should be performed by each individual registrant (registrants covering their own tonnage band or lead registrant covering the tonnage of the jointly submitted data).

October 2021

Based on the Implementing Regulation (EU) 2020/1435, no deadline is specified for a change in estimated annual quantity unless the registrant ceases manufacturing, or the estimated annual quantity triggers a higher tonnage band. If the registrant finds that its tonnage band has changed, an updated dossier should be submitted without undue delay. Therefore, it is essential that total substance volumes (per legal entity) be tracked by automated routines, e.g., the so-called substance volume tracking (SVT) in SAP systems. As a minimum, an assessment of the volume band for each registration should occur on an annual basis.

Cease of manufacture or import

If manufacturing or importing of the substance, on its own, in mixtures, or articles, has ceased, it should be communicated to ECHA via REACH-IT.

Based on the Implementing Regulation (EU) 2020/1435, the registrant has a maximum of 3 months to communicate to ECHA from the date of the actual cease of manufacture or import. The date for ceasing manufacture is not linked to the date of the last production campaign, but when the decision was taken not to manufacture anymore and independent from the date of producing the batches.

Ceasing the manufacture has legal consequences depending on whether ECHA is notified of the cessation while ECHA processes an evaluation decision (Case 2 and 3) or outside of that period (case 1).

- **CASE 1:** If a company voluntarily decides to cease the manufacturing or importing, then the registrant needs to inform ECHA through REACH-IT; after which the Agency will not request further information in the context of an ongoing evaluation process concerning that substance. Then the registration number is marked as "Inactive," and if the company in the future intends to restart the manufacturing or importing of the substance, then in REACH-IT, the submission number can be re-activated by clicking on "Restart *manufacture or import*" in the "Reference number page."
- **CASE 2:** After receiving a Draft Decision and before the decision is adopted, the registrant can notify ECHA about the cease of manufacture or import. If the registrant ceases the manufacture or import before the adopted decision, then the registrant has no obligations to fulfill the requirements in the ECHA decision once it is final. The registrant is aware of the legal consequences as the registration number is no longer valid (Article 50(3)), and its status is marked as 'invalid' in REACH-IT. Registrations marked as 'Invalid' in REACH-IT cannot be re-activated nor updated. Thus, if a company intends to manufacture or import again, they will need to submit an inquiry and subsequently submit a new registration dossier. Additionally, a new registration fee will need to be paid.
- **CASE 3:** If the registrant informs ECHA of the cease of manufacture or import following the adoption of an ECHA/Member State evaluation decision, the registrant

October 2021

will still need to fulfill the request in the decision. Cease of manufacture or import after a decision has been adopted falls under Article 50(2) of the REACH Regulation; the registration stays valid but becomes "inactive" in REACH-IT. If a company intends to restart the manufacturing, then proceeds as in Case 1.

In any of the cases mentioned above, the dossier information is kept for 10 years after the last manufacture or import and made available on request as is mentioned in the legal text, Article 36(1).

However, if the substance is under restriction, and the competent authority concludes there is a potential long-term risk to human health or the environment, the registrant will still have obligations which may include providing additional information to ECHA or MSCAs. Further information on cease of manufacturing is available on the factsheet ***Cease and restart of manufacture or import under the REACH Regulation*** available at <https://echa.europa.eu/publications/fact-sheets>

Decrease in tonnage band

Based on the Implementing Regulation (EU) 2020/1435, no deadline is specified for this update, but the registrant is advised to submit a dossier that reflects the volume manufactured/imported because ECHA will not consider any dossier update after the draft decision is sent to the registrant. The request in ECHA's dossier evaluation decision will be based on the data submitted.

Companies are advised to review the Dossier Evaluation status from the [ECHA page](#) or REACH-IT to determine if their registered substances are under dossier evaluation. This acts as an indicator for companies to downgrade their tonnage band if they have manufactured/imported less than the registered tonnage band in the past year.

Example

Context: A member of a joint submission has a registration for 10-100 tonnes per annum, but in the past two years, the volume manufactured/ imported has been lower than 10 tonnes. The registrant has not updated its dossier to the new lower tonnage band.

When ECHA checks the compliance of the lead registrant dossier and sends a draft decision to request additional studies on reproductive toxicity from Annex VIII, the member registrant will have to share the cost of the studies since its registration is in the relevant tonnage band. This is the case even if the volume manufactured/ imported reported in the registrant's dossier is in the lower tonnage band.

After the Draft Decision has been received, the member will not be able to update the volume manufactured/ imported to downgrade its registered tonnage band.

If applicable, the member may cease the manufacturing before receiving the adopted decision based on Article 50 (3), with the legal consequences that the registration is marked as "invalid" in REACH-IT, as stated in Case 2 in cease of manufacture.

Increase in tonnage band

If changes in estimated annual quantities trigger a higher tonnage band (above the highest tonnage band already registered), the registrant must inform ECHA of its intentions to update the dossier. The deadline starts from the date when the higher tonnage band has been reached.

Under Article 12(2) of the REACH Regulation, as soon as the quantity of a registered substance reaches the next tonnage band, the registrant must inform ECHA, via the inquiry process, of the additional information needed from the date when the higher tonnage band is reached. The inquiry procedure is described in Article 26 of REACH (referred to as "inquiry Type 4" in IUCLID). Based on the inquiry, the registrant may receive information from ECHA that no new data needs to be generated or that new data will need to be provided.

i. No new data needs to be generated

If the registrant is informed, by ECHA, that no new data needs to be generated, the registrant has 3 months to submit an updated dossier.

In situations where the registrant is part of a Joint Submission, and there is an agreement in place on sharing additional data within the joint submission; then, the member of the joint submission might contact the lead registrant directly without submitting an inquiry for the increase in tonnage band if the information is available. The registrant must pay the LoA fee to grant the right to refer to the data requirements of the new tonnage band.

The inquiry is a necessary formal step for the registrant to start the data-sharing negotiations with the existing registrant at a higher tonnage band. In case the negotiations to share this data with the Lead Registrant fail, the inquiry is a pre-condition for submitting a data-sharing dispute.

While the registrant should do its best to obtain the LoA and update the dossier within the timeline provided, a delay in closing the LoA contractual negotiation may happen. The registrant is encouraged to discuss with the Lead Registrant/Consortium and finalize the process to make the dossier update within 3 months.

ii. New data needs to be generated

If ECHA informs the registrant that new data needs to be generated to fulfill the requirements on the tonnage update, the registrant has 3 months from the date when the higher tonnage band is reached to initiate the negotiations with the testing laboratory if the requirements concern Annex VII and VIII of the REACH Regulation.

October 2021

If the data requirements concern those identified in Annex IX and X of the REACH Regulation, the registrant must update their dossier with testing proposals (or adaptations where appropriate) for the relevant endpoints within 6 months from the date they identify the need to perform one or more of the tests listed in Annex IX or X of the REACH regulation.

For the cases mentioned above, the registrant has another 3 months to update the registration from the date they have received all the final test results needed for the update. This is counted from the date when all required data for the new tonnage band is available.

The registrant may continue manufacturing/ importing the substance at the higher tonnage while waiting for the acceptance of the registration update.

Chapter 4

New identified uses and new uses advised against

Responsibility to update: registrant

Deadline to submit the updated dossier: 3 months

Following article 22(1)(d) of the REACH Regulation, any changes of sections 3.5 and 3.6 of the IUCLID dossier must be reported to ECHA by updating the registration dossier. The dossier update should be performed by the registrant (whether it is an individual, lead, or co-registrant). In case of a jointly submitted Chemical Safety Report (CSR), the lead registrant needs to update the CSR and thus the lead dossier to include the newly identified use of the co-registrant.

Registrants need to inquire from their downstream users which uses need to be covered in the registration dossier and verify that the uses proposed are covered by their registration dossier.

If a downstream user informs the registrant of a new use that is not covered by the joint submission and if the dossier has been registered in a tonnage band of less than 10 tonnes per year, the lead registrant should then update the IUCLID dossier and submit it to ECHA by no later than 3 months from the date the registrant receives all the information needed to carry out the risk assessment for this new use³.

³ According to Art. 37, the registrant must include the new use into the eSDS within 1 month or before the next delivery to the customer; the 3 months are only for informing the ECHA through a dossier update.

October 2021

On the contrary, if the lead registrant decides not to assess the new use because they consider that the assessment of the use is not technically possible or costly, then the member should discuss with the lead registrant and find a consensus to include the use.

In the case whereby the substance has been registered in a tonnage band of 10 tonnes or more per year, and the new use is not covered by the lead registrant dossier, the lead registrant must assess the chemical safety of this use and include it in the CSR if the results from the chemical safety assessment indicate that the risk to human health and the environment is controlled.

If the Lead Registrant submits a joint CSR on behalf of the co-registrant, no further action from the co-registrant is needed in relation to the CSR, but the co-registrant may still need to update their own dossier. The Lead Registrant should ensure that sections 3.5, 3.6, and 13.1 of the IUCLID lead dossier are updated to comply with the REACH obligations.

In the situation where the Lead Registrant prepares a joint CSR but submits it separately, then the co-registrants should ensure that sections 3.5, 3.6, and 13.1 of their dossiers comply with the REACH obligations.

Further information on updates involving CSR is included in chapter 7 of this guide. In addition, the Implementing Regulation (EU) 2020/1435 modifies the deadlines for multiple updates in the CSR "deadline can be extended beyond the 3 months" see chapter 11.

In the case that the chemical safety assessment indicates that the new use identifies a risk to humans or the environment and it cannot be controlled, the registrants must inform the Agency without delay by submitting an update of the dossier and indicating the new use as a use advised against.

In certain situations, the registrant shall submit new uses, e.g., if the Lead Registrant does not support a specific use or if it is a unique or confidential use not to be shared with co-registrants.

The registrant (whether it is lead or co-registrant) is advised to keep the registered dossier up to date with information on how the substance is used in the supply chain; since ECHA will not consider any dossier update after sending a draft decision to the registrant. Agency will evaluate the dossier based on the uses indicated and available data submitted at the time the draft decision was issued. Thus, the registrant will not be able to update the dossier after the draft decision, e.g., to remove uses of the substance.

Companies are advised to review the Dossier Evaluation status from the [ECHA page](#) to assess if their registered substances are under dossier evaluation. This should be an indicator for companies to update their dossier and potentially remove the uses of the dossier.

Chapter 5

New knowledge of the risk to human health and/or the environment

Responsibility to update: Lead registrant

Deadline to submit the updated dossier: 6 months

The lead registrant must update and submit to ECHA by no later than 6 months from the date when the registrant becomes aware of information that could lead to other or different risks for human health or the environment caused by the substance they manufacture or import.

It is recommended that regular literature searches should be performed by Lead Registrant/consortia to identify relevant information in the context of REACH, e.g., change of PNEC/DNEL, classification. The new knowledge can also come from within the company, e.g., biomonitoring or own environment observations.

When the result of the literature search or new knowledge leads to a newly identified hazard, the risk assessment of certain uses needs to be revised. In those cases, updating the joint submission is required.

When a new risk is identified and leads to a change in the CSR, the initial CSR should be updated, and the CSA must be re-evaluated, and an update of the IUCLID dossier is needed. The changes on the risks of specific uses should be communicated in the SDS.

Chapter 6

Changes in the classification and labelling of the registered substance

Responsibility to update: Registrant

Deadline to submit the updated dossier: from the date when the harmonised classification applies/ 6 months for self-classification.

Following article 22(1)(f) of the REACH Regulation, any changes of section 2.1 of the IUCLID dossier must be reported to ECHA by updating the registration dossier when the decision was made.

In case of changes in the classification and labeling of the registered substance, the REACH registration dossier should be updated by the registrant (Lead Registrant if there is a joint submission or the co-registrant as an opt-out). This includes the CSR update and the re-evaluation of the CSA. The changes in the classification and labeling of the registered substance should be communicated in the SDS.

October 2021

In the case of an addition, modification, or deletion of the harmonised classification and labeling, the IUCLID dossier should be updated no later than the date as of which the change is to apply. Note that the date at which the classification applies is specified in the relevant ATP.

In the case of a new or modified self-classification due to an adaptation in the classification of a substance resulting from a new evaluation in accordance with Article 15 of the CLP Regulation, the registrant will have 6 months from the date when the decision to change the substance's classification and labeling was taken.

Chapter 7

Updates or amendments of the CSR or the guidance on safe use

Responsibility to update: registrant

Deadline to submit the updated dossier: 12 months

Following article 22(1)(g) of the REACH Regulation, if there are any updates or amendments of the chemical safety report or the guidance on safe use (GSU), the registration dossier must be updated and submitted to ECHA by no later than 12 months from the date when the need to update has been identified.

If there is a need to amend the CSR, the updated information should be included in section 13.1 of the IUCLID dossier. If there is any new information on Guidance on safe use (GSU), this should be included in section 11 of the IUCLID dossier.

In the case of a joint submission and a joint CSR, the Lead Registrant should update the CSR. Co-registrants that have an opt-out dossier within the joint submission should update their own CSR. In the case where the lead registrant does not provide a joint CSR, each member of the joint submission will need to update its own CSR considering its uses.

Chapter 8

Testing proposal prior to conducting a test listed in Annex IX or X

Responsibility to update: Lead registrant or co-registrant in case of opt-out

Deadline to submit the updated dossier: 6 months/12 months

The registration must be updated to include the testing proposal and submitted to ECHA by no later than 6 months from the date as of which the lead registrant or co-registrant in case of opt-out identifies the need to perform one or more of the tests listed in Annex IX or X of the REACH Regulation.

In the case of a testing proposal developed as part of a testing strategy addressing a group of substances, the dossiers must be updated and submitted to ECHA by no later than 12 months from the date when the registrant identifies the need to perform one or more of the tests listed in Annex IX or X of the REACH Regulation.

As an example, a testing proposal could arise by a new interpretation of data by ECHA. Based on newly generated data, the need for a testing proposal may be reviewed.

Chapter 9

Changes in the access granted to information in the registration.

Responsibility to update: Registrant / Lead Registrant

Deadline to submit the updated dossier: 3 months

If there is a need to change the confidentiality claim in either the lead registrant or co-registrant registration dossier, *i.e.*, by introducing or removing a confidentiality claim, an update of the IUCLID dossier should be submitted to ECHA. The registration dossier must be updated and submitted to the Agency by no later than 3 months from the date when the change occurred.

If the lead registrant makes the change of the confidentiality claim, the data-sharing agreement should be updated according to the costs of new changes and, consequently, update the lead dossier accordingly.

Further information on what can be claimed as confidential can be found at the *Dissemination and Confidentiality under the REACH Regulation* manual, available at <https://echa.europa.eu/manuals>

Chapter 10

Updates involving further testing

The deadlines indicated in Articles 1, 2, 4, 5, and 6 of the Implementing Regulation (EU) 2020/1435 and described in this guide should not be applied if new information needs to be generated following the update triggered by the aforementioned articles. This only applies to generating new data satisfying the data requirements of Annex VII and VIII.

The registrant should initiate the contract negotiations with the testing laboratory by no later than 3 months from the date they acknowledged the need to conduct further tests.

The registration dossier will need to be updated within 3 months from the date the registrant has received all the test results to carry on with the IUCLID update.

Chapter 11

Other combined updates

For any update related to article 22 (1) points (a) to (f) and (i) of the REACH Regulation or as chapter 1 to 6 and chapter 9 of this guide, whereby the registrant needs to modify GSU or CSR in endpoints 11 or 13.1 of the IUCLID dossier, an extended deadline to 12 months for submitting both updates apply after the registrant received the final test report needed to conduct the IUCLID dossier update.

In the case where the registrant would need to undertake several combined updates linked to those identified in article 22 (1) points (a) to (i) of the REACH Regulation or in chapter 1 to 9 of this guide, they will be able to update the dossier using the longest of the deadlines as applicable on the respective updates. The deadline is to be counted from the date when the first need to update the registration has been identified.

Chapter 12

Updates within the joint submission

In the case that a member of the joint submission needs to update its dossiers and its dossier update depends on the lead registrant's dossier update, the member registrant should update its own dossier after ECHA's decision that the lead dossier has been submitted and accepted.

Once the lead dossier is accepted, the member registrant can update its own dossier according to the following deadlines:

1. No later than 3 months when the member registrant requires an update in the case of change in a registrant's status or in its identity, changes in the composition of the substance, changes in tonnage band, newly identified uses and new uses advised against, new knowledge of the risks to human health and/or the environment, changes in the classification and labeling of the registered substance or changes in the access granted to information in the registration.
2. No later than 9 months when the member registrant requires an update or amendment of the CSR or GSU.
3. No later than 9 months when the member registrant requires an update in any of the updates indicated in point 1 that would trigger the update or amendment of the existing CSR or GSU.

These deadlines shall apply from the date when ECHA informs the lead registrant and members of the joint submission that the updated lead dossier is complete.

October 2021

Consortia/lead registrants should inform members after acceptance of the lead dossier update by ECHA on the reason for the dossier update and share the relevant files, e.g., IU file and CSR, with the co-registrants.

When an update of the co-registrant's dossier in the joint submission does not depend on the lead registrant, the deadlines specified in Articles 1 to 11 of the Implementing Regulation (EU) 2020/1435 and in chapter 1 to 11 of this guide shall apply.

From the perspective of a co-registrant, when the lead registrant updates a dossier, it is recommended that the co-registrant recognize this as a trigger to review their own registration dossier. Prior to commencing the review, it will be useful to have at hand the LR-updated Chemical Safety Report (CSR), and any IUCLID dossier template, and CHESAR template information that the LR/Consortium may provide to registrants, containing, for example, updated Uses data.

The 11-point check-list provided by Eurometaux focuses on key dossier aspects for co-registrants to review:

1. Are you still active in this substance?

If you are no longer active in the substance, de-activate the registration via your REACH-IT account, using the "cease manufacturing" function.

2. Is your tonnage band still the correct one?

Check if your registered tonnage band is still up to date. The tonnage to be considered is the quantity manufactured/imported for the previous calendar year (*i.e.*, no longer average of 3 previous years). You would need to update your dossier if your imported or manufactured tonnages have decreased/are likely to decrease or have exceeded/are likely to exceed your currently registered tonnage band.

3. Are your contact details still current?

Update if necessary.

4. Have there been changes in Substance Composition that impact on your "co-registration" dossier?

There may have been changes in the Lead Registrant (LR) dossier on substance composition. Check the Boundary Composition in the LR dossier. This Boundary Composition represents the Substance Identify Profile (SIP) that all registrants have/should have agreed upon. Each registrant needs to report its own "legal entity composition" in its co-registration dossier in section 1.2, which should be specific to the substance manufactured/imported by that registrant and must fit within the parameters established in the Boundary Composition. Check as well that your own substance composition still falls within the boundaries of the composition reported by the LR.

October 2021

Technical details on how to report a composition have changed in recent years. If you have not updated your registrations recently, your information on composition may not be up-to-date with current requirements. The Boundary Composition for the Joint Submission is provided by the LR or the Consortium and can be used as a basis to prepare your legal entity composition data.

As a co-registrant, your dossier must contain analytical data in section 1.4 (spectra, analysis...) for your substance that you place on the EU market. The analytical data must be generated from samples of your own substance that you place on the EU market, and it must unequivocally characterize your substance, and demonstrate that your substance described in your legal entity composition falls within the Boundary Composition (SIP).

5. Are your substance Uses covered in the LR Dossier?

For all substances (i.e., non-hazardous and hazardous), co-registrants should check that all their uses are covered in the joint submission Lead Dossier (IUCLID Section 3.5). For a hazardous substance, also check that there is an Exposure Scenario for your specific use(s) (see point 7 of this checklist). Check, to the extent possible, that the use(s) of your customers are included in the joint CSR and ES.

This likewise applies to non-EU manufacturers with an OR; check that the use(s) of your EU-based customers are covered. If there is any use that is not covered, the co-registrant can either:

- i. report that back to the LR/Consortium/Association with a request to include it, meaning that, for a hazardous substance, an exposure assessment and then generating a new Exposure Scenario for that use will be necessary – or
- ii. the user can choose instead to conduct and document their own exposure assessment (i.e., CSR + ES). This is, for example, for cases where uses are confidential or where registrants disagree to include the use in the joint CSR/ES.

The use of your substance to manufacture a product or article is an industrial use and should be reported as such. Refer to the ECHA R12: Use Description Guidance (on Information Requirements and Chemical Safety Assessment, to check your substance has been allocated to the correct Life Cycle Stages. If you identify any mis-matches, contact your LR or Consortium.

6. Do the Uses in your co-registrant dossier reflect only your Uses?

It is very important that as a co-registrant, you only report your Uses in your co-registration dossier. If you include Uses that are not your Uses, ECHA may include you in a compliance

October 2021

check about a Use that is not relevant to you. Manufacturing information contained in section 3.5 should also be checked.

7. All OK with Exposure Scenarios (ES)?

If the substance is hazardous and registered above 10T/year, it requires an extended Safety Data Sheet (eSDS). Exposure scenarios shall describe safe use conditions taking full consideration of the human health, environment, and Man via the Environment or indirect exposure assessments. Check that each Use relevant to you (and your clients) has an ES and that you are working within its parameters to ensure safe use and handling.

8. eSDS appropriately disseminated?

If there are changes to the ES, ensure that you disseminate the revised eSDS (that includes the ES) along your supply chain to notify all parties.

9. All OK with Hazard Classification Communication?

Check that any hazard classification is appropriately reflected in your safety data sheet, product labels, and substance documentation (e.g., for transport and product handling purposes) that you disseminate into the supply chain.

10. All OK with Guidance on Safe Use?

Review the Guidance on Safe Use if it has been submitted as part of the Joint Submission on behalf of all co-registrants in case the guidance has changed. If it is submitted individually, check that it is consistent with the registration dossier.

11. Have you paid all your referral rights to the latest version of the LR dossier?

Registering substances under REACH is not a one-stop activity. Registration dossiers must be kept up-to-date with evolving scientific and administrative information. Co-registrants have the duty to contribute to the dossier registration updating process. This includes data and cost-sharing obligations. Failing to pay for dossier updates (i.e., the fee payable to consortia or lead registrant for new studies, etc.) may involve losing the right to refer to the joint-submission LR dossier, subsequently followed by the risk of losing your registration number and market access. Unless you already have received a communication or invoice for this from the LR or Consortium, make sure you contact your LR or the Consortium to verify that you comply with all applicable data-sharing and cost-sharing obligations under REACH.

Chapter 13

Updates as a consequence of an update of the Annexes of REACH

In the case where there is an amendment to one or more annexes of the REACH Regulation according to Article 131, which changes the data requirements of the registration, the registrant should submit a dossier update at the latest by the date from which that amendment is to apply.

If the update requirement generates additional needs for an update for any scenario in article 22 (1) points (a) to (i) of the REACH Regulation or as chapter 1 to 9 of this guide, the deadline applicable from entry into force of the new amendment should apply unless otherwise specified in that amendment.

Disclaimer

The information contained in this paper is intended for guidance only. The information is based on the best information currently available and should be used by the reader at their own risk. Users are reminded that the REACH Regulation text is the only authentic legal reference and that the information in this paper cannot serve as a substitute for legal advice, and each company must decide upon the strategy to follow. No representations or warranties are made with regards to its completeness or accuracy, and no liability will be accepted by Cefic or Eurometaux or by any of its member companies for damages of any nature whatsoever resulting from the use of or reliance on the information.