

AMANO Corporation chemSHERPA Survey Manual

Amano Corporation
Procurement Dept.

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1. Objectives of this manual

This manual describes the survey of chemical substances in products using the chemSHERPA tools and explains the concept of the survey, the response procedure, and other information specific to the operation by Amano Corporation (hereinafter referred to as “Amano”). For more information on how to use chemSHERPA data entry support tools, please refer to the manuals posted on the chemSHERPA website at the following URL:

<https://chemsherpa.net>

2. Items to be surveyed

The items are parts and raw materials to be delivered to Amano, as well as products that we outsource to external manufacturers, and which fall within the scope of the Amano Corporation Green Procurement Guidelines.

Note: For details, please refer to “2. Scope of Application” described in the Amano Corporation Green Procurement Guidelines.

3. Survey Response Entry Tool

There are two types of chemSHERPA questionnaires: chemSHERPA-CI and chemSHERPA-AI.

Create a response file using chemSHERPA-CI if the surveyed items are chemicals (material or preparation) and chemSHERPA-AI if the surveyed items are articles.

The chemSHERPA-AI enables responses for two types of information: composition information and compliance assessment information. Amano **requires two types of response**: composition information and compliance assessment information.

< Mandatory information to be provided >

chemSHERPA-CI: [General information] **[Composition information]**

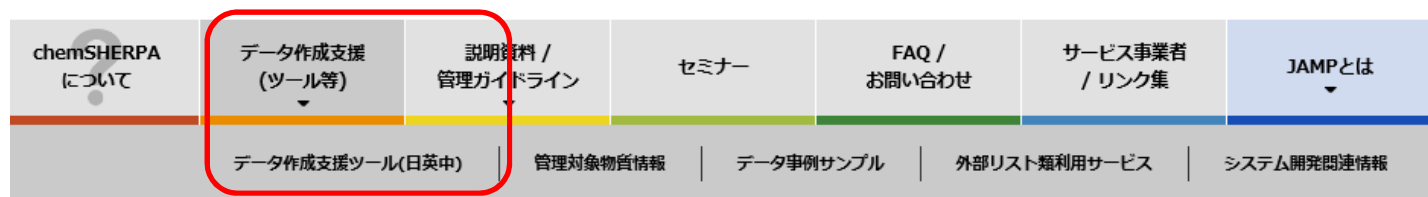
chemSHERPA-AI: [General information] **[Composition information]** **[Compliance assessment information]**

Please obtain both data entry support tools and refer to the tool operation manual or entry manual on how to use it.

• How to download chemSHERPA

1. Visit the chemSHERPA website at <https://chemsherpa.net>.
2. Select “The set of chemSHERPA data(AI) entry support tools for articles and manuals” or “The set of chemSHERPA data (CI) entry support tools for chemicals and manuals.” Then click the [Download page] button.

Note: The chemSHERPA tools are updated approximately every six months. Always use the latest version.



データ作成支援 (ツール等)

公開日	ツール等	概要	ダウンロード
2019-09-05	chemSHERPA成形品データ作成支援ツール Ver.2.00.00	成形品用のデータ作成支援ツールとマニュアル一式 [Ver.2.00.00]です。	▶ダウンロードページへ
2019-09-05	chemSHERPA化学品データ作成支援ツール Ver.2.00.00	化学品用のデータ作成支援ツールとマニュアル一式 [Ver.2.00.00]です。	▶ダウンロードページへ

When downloading, you need to register your company name, contact name, and your e-mail address.

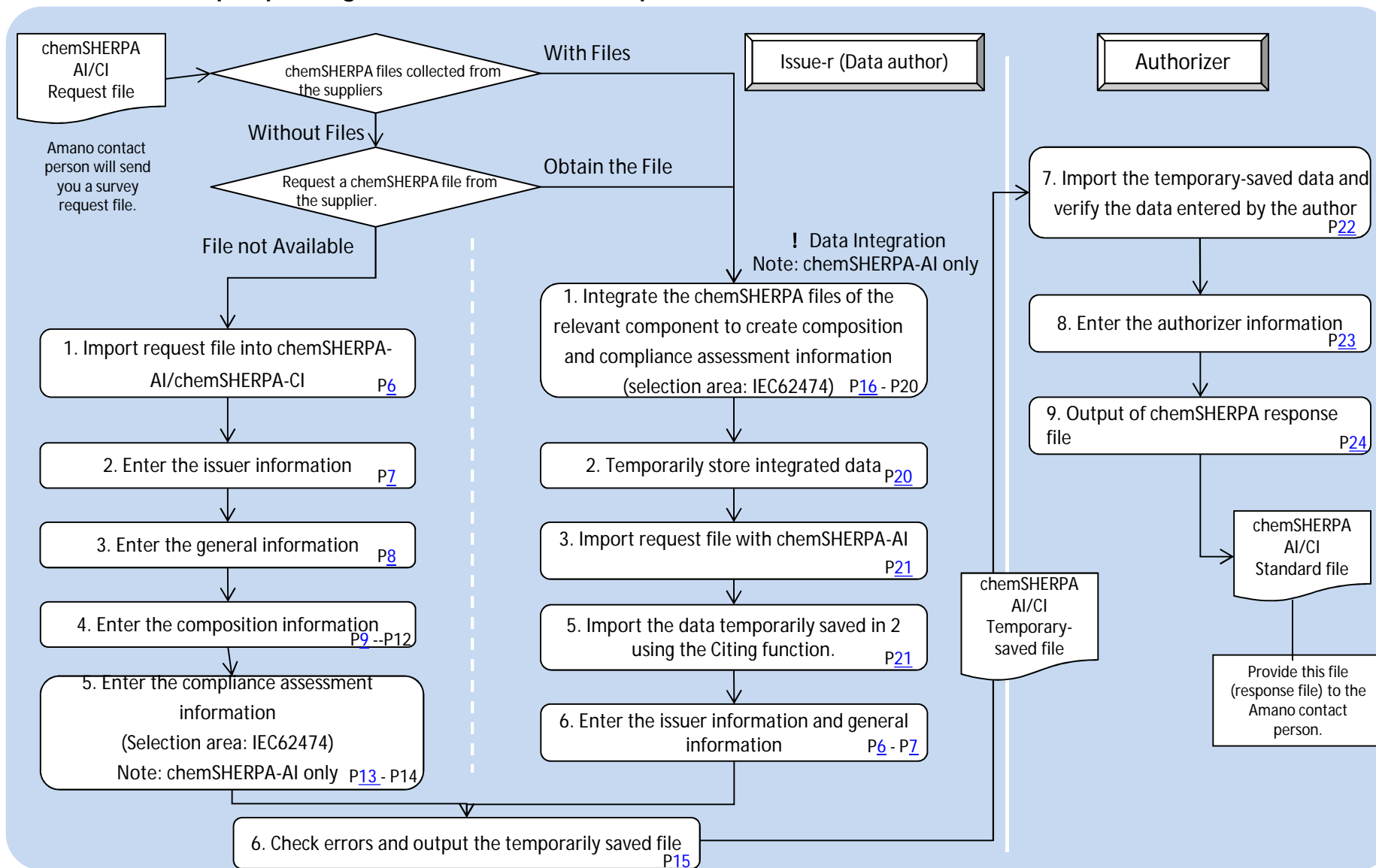
Reference:

The chemSHERPA learning tool (http://www.meti.go.jp/policy/chemical_management/other/gakushutool.html)

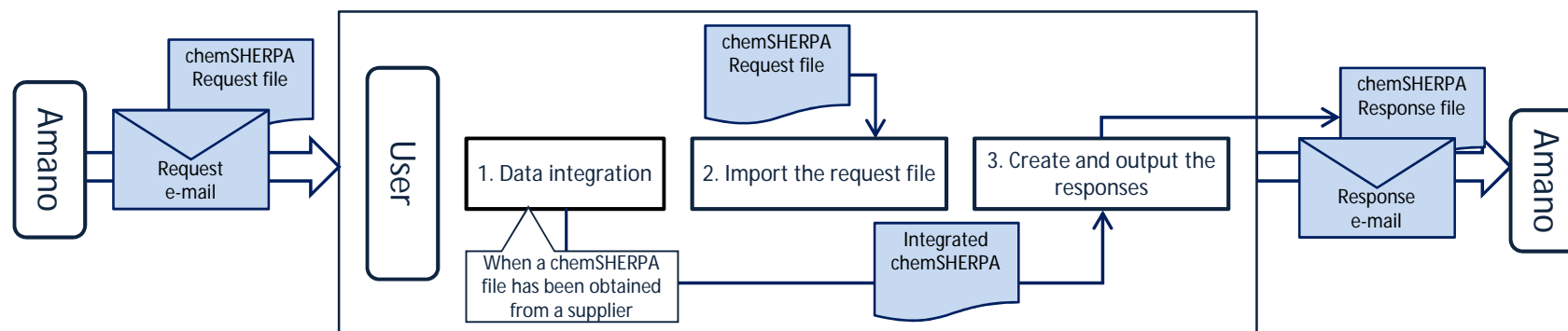
This is a learning tool on how to enter the data in chemSHERPA published by the Ministry of Economy, Trade and Industry.

5. Overview of chemSHERPA response data entry

- Process of preparing a chemSHERPA response file for submission to Amano



1. When Amano requests a survey, the Amano contact person will send a chemSHERPA (AI/CI) request file containing the information regarding the requester and the products to be surveyed. **Please edit the request file** to create a response for us. => [P6](#)



2. Enter the CAS number contained in the composition information after reviewing the notes.

=> [P10](#)

3. Please make sure that the compliance assessment information is applicable to the reporting use for Amano's products before entering it.

=> [P14](#)

7-1 How to prepare a response file

1) Importing the request file

1. Unzip the zip file attached to the ...

2. In the chemSHERPA-AI tool, click ... (SHAI_Request_....shai) from the folder ... completed, and the product information ...

The screenshot shows the 'Data entry support tool for the chemSHERPA-AI' interface. The 'File' menu is open, showing options like 'Open', 'Export to Excel (for reference)', 'Version', 'Details on the standard for subject items', 'System Information', and 'Exit'. The main window displays a form for entering requester and product information. A yellow box highlights the requester information and the information to be surveyed. A red box highlights the requester details table.

Requester Information:

Reference number *		Remarks
Request date *		<input checked="" type="checkbox"/> Composition
Reply deadline		<input checked="" type="checkbox"/> Compliance
Item	English	Local
Company name *		
Requester Name *		
Requester Comment		

Product/Component Information:

Product name	Product number	Manufacturer name	Mass	Unit of mass	Product series name

Requester Details Table:

整理番号 *	依頼日 *	回答期限	項目	会社名 *	依頼者名 *	依頼者コメント
REQ0001327	2019-10-03	2019-10-15	英語	AMANO Corporation	Taro Amano	
			日本語	アマノ株式会社	天野 太郎	

Product Information Table:

製品名	製品品番	製品名	製品品番	メーカー名	質量	質量
テスト部品2	TEST_000020					

It displays the chemSHERPA showing the requester information and the information to be surveyed. Do not edit the requester information and product number information within the frame.

2) Entering issuer information

In the menu bar at the top of the General window, click [Company] > [Enter] > [Issuer/Authorizer Information].

The screenshot shows the 'chemSHERPA-AI' software interface. The menu bar at the top includes 'ファイル', '会社情報', '言語(Language)', and 'ツール'. The '会社情報' menu is open, showing '入力' and '発行者・承認者情報'. The '発行者・承認者情報' menu is also open, showing '発行者・承認者情報' and '依頼者情報'. The '発行者・承認者情報' menu is selected, and the 'OK' button is highlighted with a red box. A blue callout box points to the 'Organization ID' field with the text 'Make sure that <<Issuer>> is displayed in the upper left corner.' Another blue callout box points to the 'OK' button with the text 'Click the [OK] button when you complete the entry.'

項目	英語	日本語
機関ID		
部署名		
役職		
担当者名		
e-mailアドレス		
電話番号		
内線番号		
郵便番号		
国		
都道府県		
市町村		
番地		

Enter the issuer information. Information items marked with an asterisk * are required items. Issuer information can be registered as a template. After entering the information, click [Register template]. This will enable you to read out the information by clicking [Import template] from the next entry.

3) Entering general information

The screenshot shows the 'Basic Information' screen in ChemS. It is divided into several sections:

- 発行・承認者情報 (Issuer/Authorizer Information):** Fields include 整理番号 (Reference number), 作成日 (Preparation date), 承認日 (Authorization date), 項目 (Language), 会社名 (Company name), 担当者名 (Contact person), コメント (Comment), 承認者名 (Authorizer name), and エリア (Area).
- 依頼者情報 (Dependent Information):** Fields include 整理番号 (Reference number), 依頼日 (Request date), 回答期限 (Response deadline), 項目 (Language), 会社名 (Company name), 依頼者名 (Requester name), 依頼者コメント (Requester comment), and エリア (Area).
- 製品・部品情報 (Product/Component Information):** Includes checkboxes for 製品情報 (Product information) and 管理情報 (Management information).
- 製品情報 (Product Information):** A table with columns for 製品名 (Product name), 製品品番 (Product number), メーカー名 (Manufacturer name), 質量 (Mass), 質量単位 (Mass unit), 報告単位 (Reporting unit), 含有総合判定 (Overall judgment), and 発行日 (Issued date).

Red boxes highlight required fields (marked with an asterisk) and specific data entries. Blue callout boxes provide instructions:

- Select the component:** Points to the '表示' (Show) button in the component list.
- After entering the general information, click the [Show] button of the [CPS] to proceed to the Composition window.:** Points to the '表示' (Show) button.
- Mass per product:** Points to the mass and unit fields in the product information table.

Information items marked with an asterisk * within the red frame are required items.

- Issuer/Authorizer information

Enter [Reference number], [Preparation date], [Authorization date], [Company name], [Contact person], and [Authorizer name].

- Product/Component information

Enter [Product name], [Product number], [Mass], [Unit of mass], [Reporting unit], and [Issued date].

☆Note: Enter [Product name] in half-width alphanumeric characters from ver. 2.05.00 and higher.

If the name of the Amano product cannot be translated into English, enter "amano_parts."

7. How to prepare a response file

4) Entering composition information

4) 1. Enter the composition information: Component name

If you wish to add more lines for components, click the [Add] button.

階層		部品			材質			
名称	員数	名称	員数	用途	分類記号	名称	質量	単位
行追加		行追加		選択	行追加			
1		ファイヤー	5				1.5	g
2								
3								
4								

Enter a component name.

Enter the quantity.

Enter the mass and unit.

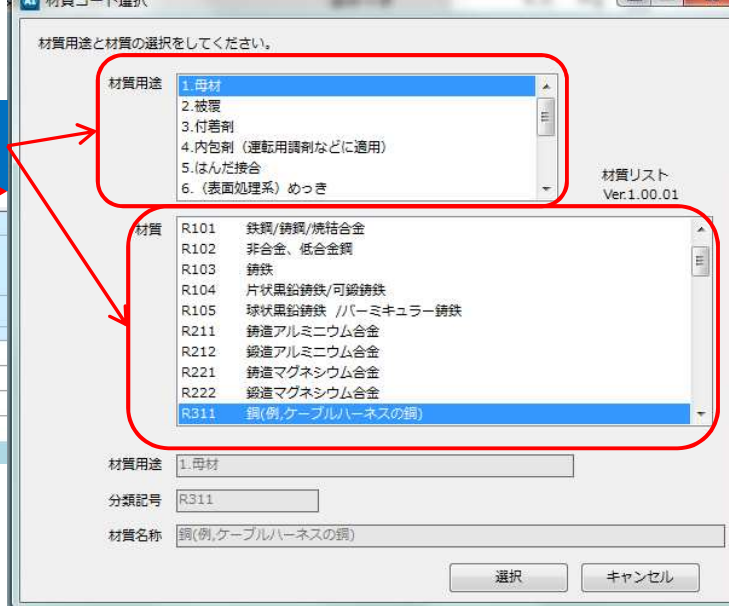
4) 2. Enter the composition information: Material

1. Select the cell in the [Usage] column to enter, click the [Select] button.

2. Select [Usage of material] > [Material], click the [Select] button.

3. If you wish to add plating, click the [Add] button.

部品		材質				
名称	員数	用途	分類記号	名称	質量	単位
行追加		選択	行追加			
ファイヤー	5	1.母材	R311	鋼(例,ケーブルハ...	1.5	g
被覆	1	2.被覆	P514	PVC	0.8	g
端子	1	1.母材	R101	鉄鋼/鋳鋼/焼...	2.1997	g
		6.(表面処理...	S008	金めっき	0.3	mg



Material Selection Dialog Box (材質コード選択):

- Material Use (材質用途): 1.母材 (Selected)
- Material List (材質リスト): R101 鉄鋼/鋳鋼/焼結合金, R102 非合金、低合金鋼, R103 鋳鉄, R104 片状黒鉛鋳鉄/可鍛鋳鉄, R105 球状黒鉛鋳鉄 //パーミキュラー鋳鉄, R211 鋳造アルミニウム合金, R212 鋳造アルミニウム合金, R221 鋳造マグネシウム合金, R222 鋳造マグネシウム合金, R311 鋼(例,ケーブルハーネスの鋼) (Selected)
- Material Use (材質用途): 1.母材
- Classification Code (分類記号): R311
- Material Name (材質名称): 鋼(例,ケーブルハーネスの鋼)

4) Entering composition information

4) 3 Enter the composition information: Substance

3. Enter the percentage of content.

1. Select the cell for entry in the [Substance] column, click the [Select] button.

コメント	物質	CAS番号	材料あたり最大含有率(%)
	選択	行追加	
	Copper (Cu)	7440-50-8	99

物質検索

物質表示絞り込み

検索

部分一致
完全一致

英名で検索 和名で検索

CASで検索 EC No.で検索

物質リスト Ver.1.06.00

CAS	EC No.	NAME
7440-28-0	231-138-1; 233-27...	タリウム
7440-29-1	231-139-7	トリウム
7440-38-2	215-481-4; 231-14...	ひ素
7440-39-3	208-167-3;	バリウム
7440-41-7	231-150-7	ベリリウム
7440-43-9	231-152-8	カドミウム
7440-48-4	231-158-0	コバルト
7440-50-8	231-159-6	銅

CAS: 7440-50-8 EC No.: 231-159-6

物質名[英語]: Copper (Cu)

物質名[日本語]: 銅

LR01[CSCL] LR02[TSCLA] LR03[ELV] LR04[RoHS] LR05[POPS] LR06[SVHC] LR07[REACH Annex XVII] IC01[GADSL] IC02[IEC62474]

<Notes for entering CAS number>

- When you enter the SN number to be configured by chemSHERPA instead of the CAS number, do not enter any spaces or characters other than the SN number.
Correct entry: Only "SN + 4 digits" (e.g., SN0068)
Entry to be corrected: JAMP-SN0010, system, etc.
- If you voluntarily report a substance other than a managed substance, enter the CAS number directly.
- If you voluntarily report a substance that has not been assigned a CAS number, enter "-" (hyphen).

Note: For more information, refer to the Substance/CAS No. section of 2. Composition window in chemSHERPA Data Entry Support Tool for Articles Data entry manual.

2. Select the substance to enter, click the [Select] button.
Note: Use the substance search function and find it from the list window.

4) Entering composition information

4) 4. Enter the composition information: Exempt application

You must enter exemption and usage of lead, cadmium and their compounds, hexavalent chromium, PBB, PBDE, PFOS, DBT, DOT, and others.

成分情報					物質情報更新		行削除		全					
物質				任意報告		法規制								
物質	CAS番号	材料あたり最大含有率(%)	コメント	<input type="checkbox"/> 一括	CSC	TSCA	ELV		RoHS		POPs		SVHC	
選択	行追加			該当	該当	該当	適用除外	該当	適用除外	該当	物質用途	該当	物質用途	
25	Lead monoxide (I...	1317-36-8	20	<input type="checkbox"/>			1	10(a)	1	7(c)-1		C	Not-Relevant	
26	Diboron trioxide; ...	1303-86-2	1	<input type="checkbox"/>								C	Not-Relevant	
27	RuO2	12036-10-1	3	<input type="checkbox"/>										

[Exceptions window example]

When you double-click a cell of [Exempt application] or [Substance Use] that already has a value set, then, this window opens. Select Exempt application or Substance Use.

RoHS適用除外の選択

RoHS 適用除外の選択をしてください。適用除外に該当が無い場合は[適用除外無し]を、含有が閾値以下の場合は[閾値以下]をクリックしてください。

選択条件
 リストより選択 (期間内) リストより選択 (期間外) 適用除外無し 閾値以下

絞り込み
 AnnexIII AnnexIV

水銀 カドミウム 鉛 DEHP DBP
 六価クロム PBB PBDE BBP DIBP

解除

文字検索 文字検索

6(b) 合金成分としてアルミニウムに含まれる0.4 wt%までの鉛
 6(b)-I 鉛含有アルミニウムスクラップのリサイクルに由来するアルミニウムに合金元素として含まれる0.4重量%ま...
 6(b)-II 機械加工用途のアルミニウムに合金元素として含まれる0.4重量%までの鉛
 6(c) 鉛含有量が4wt%以下の銅合金
 7(a) 高融点ハンダに含まれる鉛 (すなわち鉛含有率が重量で85%以上の鉛ベースの合金)
 7(c)-I コンデンサ内の誘電体セラミック以外のガラス中またはセラミック中に鉛を含む電気電子部品 (例 圧電素子...)
 7(c)-II 定格電圧がAC125VまたはDC250Vまたはそれ以上のコンデンサ内の誘電体セラミック中の鉛

記号 7(c)-I 水銀 六価クロム 選択 クリア

開始日 2019-07-01 カドミウム PBB DEHP DBP

期限 2024-07-21 鉛 PBDE BBP DIBP

原文 Electrical and electronic components containing lead in a glass or ceramic other than dielectric ceramic in capacitors, e.g. piezoelectronic devices, or in a glass or ceramic matrix compound

参考訳 コンデンサ内の誘電体セラミック以外のガラス中またはセラミック中に鉛を含む電気電子部品 (例 圧電素子) , もしくはガラスまたはセラミックを母材とする化合物中に鉛を含む電気電子部品

EC/EU No.

参考情報

カテゴリー	表示記号	用途名	適用範囲と期限	製品カテゴリ	適用開始日	期限
期間内	7(c)-1	Electrical and	カテゴリ1-7および...	カテゴリ1-11	2019-07-01	2024-07-21
期間内	7(c)-1	Electrical and	カテゴリ1-7および...	カテゴリ	2019-07-01	2021-07-21
期間内	7(c)-1	Electrical and	体外診断用医療器...	カテゴリ8,9...	2019-07-01	2021-07-21
期間内	7(c)-1	Electrical and	カテゴリ8の体外診...	カテゴリ8の体	2019-07-01	2023-07-21

物質用途の選択

LR06 : SVHC

Not-Relevant SVHC対象外
 Relevant SVHC対象

記号 Not-Relevant 発行日 2015-08-30 期限 2099-12-31

原文 non-SVHC

参考訳 SVHC対象外

選択 クリア

7. How to prepare a response file

4) Entering composition information

4) 5. Enter the composition information: Finalize the data

After entering the all-composition information, check for errors and finalize the data

階層		部品		材質									
名称	員数	名称	員数	用途	分類記号	名称	質量	単位	公的規格	コメント	物質	CAS番号	物質
行追加		行追加		選択	行追加						選択	行追加	
1		ワイヤー	5	1.母材	R311	銅(例,ケーブル...	1.5	g			Copper (Cu)	7440-50-8	
2		被覆	1	2.被覆	P514	P V C	0.8	g			Bis(2-ethylhexyl)...	117-81-7	
3		端子	1	1.母材	R101	鉄鋼/鋳鋼/焼...	2.1997	g			Lead	7439-92-1	
4				6.(表面処理...	S008	金めっき	0.3	mg					

1. Click the [Error check] button.

2. If there are no errors, click the [Finalize] button.

3. Return to the General window when you have completed the finalization process.

5) 1. How to enter compliance assessment information

Perform the data conversion from the composition table to compliance assessment information by following the procedure below.

1. Click the [Show] button in the CPL column.

全選	成分	選法	製品名	製品品番	製品名	製品品番	メーカー名	質量	質量単位
<input checked="" type="checkbox"/>	表示	表示	テスト部品 2	TEST_000020	テスト部品	TEST_000020	〇×電気 (株)	10.5	g

2. On the Compliance window, click the [Convert from Composition] button.

3. Select [Show "Y" only] and enter "Y" or "N" regarding the content above the threshold for the cell of "Entry Y", which indicates there is a possibility of Yes.

種別	報告用途	均質材料中の鉛の0.1重量% (1000ppm) [報告レベル]	均質材料中の鉛の0.01重量% (100ppm) [報告レベル]	表面塗塗中の鉛の0.009重量% (90ppm) [報告レベル]	表面被覆材中の鉛の0.03重量% (300ppm) [報告レベル]	電池中の鉛の0.004重量% (40ppm) [報告レベル]	フタル酸エステル合計として可塑化した材料の均質材料中の鉛の0.1重量% (1000ppm) [報告レベル]
以下を除く全製品。1.電池...		Entry Y	Entry Y	Entry Y	Entry Y	Entry Y	Entry Y

4. Click the [Error check] button. If there are no errors, click the [Finalize] button.

For more information about the content threshold level (Y/N), please refer to 5) 2 Concept of the determination of content (Y/N) on the next page.

5) 2. Concept of the determination of content (Y/N)

Quantity of content	Usage	Content above the threshold
Equal to or greater than reporting threshold	Applicable for reportable applications	Y
	Not applicable for reportable applications	N
	Uncertain whether it is applicable for reportable applications	Y
Smaller than reporting threshold	Applicable for reportable applications	N
	Not applicable for reportable applications	N
	Uncertain whether it is applicable for reportable applications	N

Amano's products are not applicable for the reportable applications below:

- Consumer products primarily targeted at children 12 years of age and under.
- Paint or surface painting of toys and child care products.
- Toys or child care products.
- Toys or child care products that can be put into a child's mouth.
- Rubber or plastic parts of toys and child care products that come into direct, prolonged, or repeated skin or oral contact.

6) Error checking and creating a temporarily saved file

After entering the all composition and compliance assessment information, check for errors and create a temporarily saved file.

The screenshot displays a software interface with several sections:

- 発行・承認者情報 (Issuer/Approver Information):** Includes fields for 整理番号 (1234), 作成日 (2019-10-01), 承認日 (2019-10-01), and 伝達事項 (成分情報, 遵法判断情報).
- 依頼者情報 (Requester Information):** Includes 整理番号 (4321), 依頼日 (2019-10-01), 回答期限 (2019-10-15), and 伝達事項 (成分情報, 遵法判断情報).
- 項目 (Items):** A table with columns for English and Japanese names.
- 会社名 (Company Name):** SHERPA ELECTRONICS Corp (Japanese) / AMANO Corporation (English).
- 担当者名 (Responsible Name):** Jiro Tantau (Japanese) / Taro Amano (English).
- 承認者名 (Approver Name):** Saburo Syonin (Japanese) / Taro Amano (English).
- エリア (Area):** IEC62474 (checked).
- 製品・部品情報 (Product/Part Information):** A table with columns for selection, composition, compliance, product name, quantity, and input status. The first row shows a component named 'テスト部品2' with a quantity of 5.99g.
- 入力状況 (Input Status):** Shows '成分情報' and '遵法判断情報' as '2019-10-01 16:22確定' and '2019-10-01 16:23確定' respectively.
- エラーチェック (Error Check):** A button labeled 'エラーチェック'.
- 一時保存 (Temporary Save):** A button labeled '一時保存'.
- 名前を付けて保存 (Save As):** A dialog box showing the file name 'SHAI_Temp_1234_2.00.00_V2_20191001162631.shai' and the '保存(S)' button.

1. Make sure that the entries of composition and compliance assessment information are finalized.

2. Output the temporarily saved file to deliver data to the authorizer.

The temporarily saved file cannot be sent to Amano before it is approved.

3. Click the [Save] button to output the temporarily saved file.

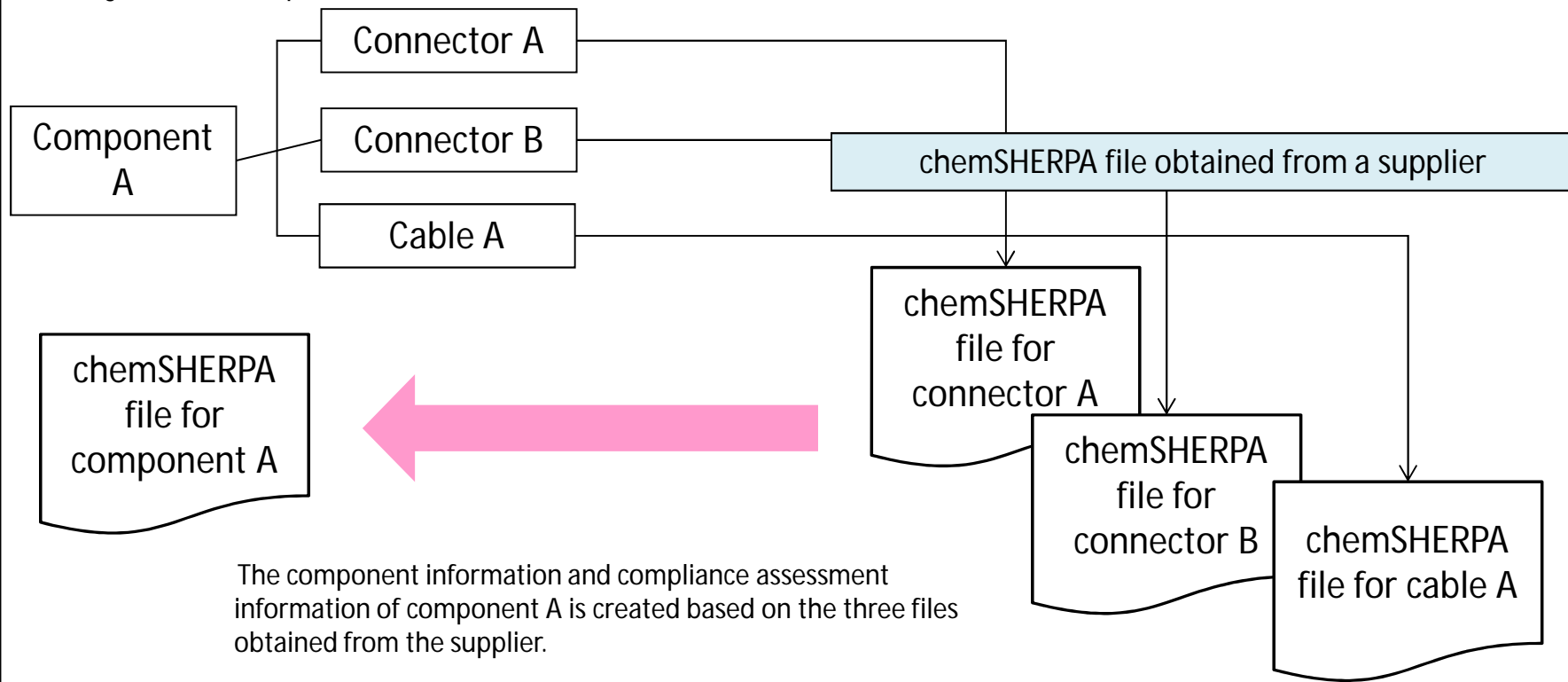
7) Data integration

If you have already obtained the chemSHERPA file of the components to be configured from the supplier, you can combine composition information and compliance assessment information to generate a single chemSHERPA file.

Add or modify the integrated file as necessary, then finalize it.

Example of integrating chemSHERPA files

Configuration of component A



The component information and compliance assessment information of component A is created based on the three files obtained from the supplier.

See process 7) 1 to 7) 7 below for the integration process.

If the integration of chemSHERPA files is performed after importing the request file, all general information will be reset. The data to be integrated must be saved in a folder by following the steps below. Then, import it using the Citing existing data function.

7) 1. Integration of corresponding chemSHERPA files

1. Click [Tool] on the menu bar in the General window, select [Integration] to open the Integration window.

2. Click the [Add] button and select files you wish to integrate.

3. Enter number in Quantity, then click the [Execute integration] button to integrate files.

ファイル名	使用量	報告単位	員数	対象エリア	成分情報	選法判断情報
SHAI_2019[REDACTED]01.xml		個	1	IEC62474	2019-03-25 19:07 確定	2019-03-25 19:13 確定
SHAI_2019[REDACTED]001.xml		個	1	IEC62474	2019-03-26 12:32 確定	2019-03-26 12:32 確定

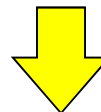
7. How to prepare a response file

7) 2. Conversion of units

If the units of the material to be entered in chemSHERPA are too large compared to the component, you may not be able to enter the amount to use.

For example, as shown below, if the density of the material is 7,930 kg/m³ and the volume of the component is 0.15 cm³, you need to enter 1/1,000,000 in [Amount used] when integrating. But only up to four decimal places can be entered.

全選択		成分	違法	製品情報						
				製品名	製品品番	メーカー名	質量	質量単位	シリーズ品名	報告単位
1	<input checked="" type="checkbox"/>	表示	表示	ばね用ステンレス鋼帯			7930	kg		m3



ファイル名	使用量	報告単位	員数	対象エリア
SHAI_1.xml	0.0000	m3	1	IEC62474

You need to enter 0.00000015, but the digits can only be entered up to four decimal places.

The units of material in chemSHERPA need to be converted beforehand to match the actual usage of the component. In the example above, if the units are converted from m³ into cm³ for the reporting unit and from kg into mg for the unit of mass, the same specific gravity can be entered.

全選択		成分	違法	製品情報						
				製品名	製品品番	メーカー名	質量	質量単位	シリーズ品名	報告単位
1	<input checked="" type="checkbox"/>	表示	表示	ばね用ステンレス鋼帯			7930	mg		cm3

7. How to prepare a response file

< How to change the units of material in chemSHERPA >

1. Open the chemSHERPA file, then change the units for [Unit of mass] and [Reporting unit] in the General window.

質量	質量単位	シリーズ品名	報告単位
7930	kg		m3
7930	mg		cm3

2. Display the Composition window, click the [Release finalize] button and change the unit of material. After that, when you click the [Finalize] button, the error window will open. The error part is indicated in yellow as below, click the [Recalculate] button.

材質				材質			
品号	名称	質量	単位	品号	名称	質量	単位
	高合金鋼	7930	kg		高合金鋼	7930	mg

Click [Finalize]

材質							
質量	単位	用途	分類記号	名称	質量	単位	
7930	kg	1.母材	R111	高合金鋼	7930	mg	

3. If there are no more errors during process 2, finalize the composition information and return to the General window. Click the [Output (Authorization)] button, then save the chemSHERPA file in a folder for integration.

製品情報								
成分	進法	製品名	製品品番	メーカー名	質量	質量単位	シリーズ品名	報告単位
表示	表示	ばね用ステンレ...			7930	mg		cm3

出力 (承認)

4. Open the Integration window and import the file that was output during process 3. It shows cm3 in [Reporting unit] and information can be entered.

ファイル名	使用量	報告単位	員数	対象エリア
SHAI [redacted] 001.yml	0.15	cm3	1	IEC62474

7) 3. Finalize the composition information and the compliance assessment information

After performing the integration, the Composition window will open. Check the information entered, correct or add it as necessary, then [Error check]. If there are no errors, click the [Finalize] button.

If you have modified the composition information, create a new compliance assessment information, then click the [Error check] button and finalize the entry.

* Entry of the composition information: See 4) Entering composition information from P9

* Entry of the compliance assessment information: See 5) Entering compliance assessment information on P13

7) 4. Temporarily save the integrated chemSHERPA file

Temporarily save the integrated chemSHERPA file to a folder of your choice for import.

The screenshot displays a software interface with a table of product information and a file save dialog box. The table has columns for '成分' (Component), '違法' (Illegal), '製品名' (Product Name), '製品品番' (Product No.), '含有総合判定' (Overall Containment Judgment), '発行日' (Issue Date), '改訂日' (Revision Date), '改訂履歴' (Revision History), '成分情報' (Component Information), '違法判断情報' (Illegal Judgment Information), and '出力状況' (Output Status). A red box highlights the '成分情報' and '違法判断情報' columns for the first row, which contain the values '2019-10-01 16:22確定' and '2019-10-01 16:23確定' respectively. Below the table, a file save dialog box is open, showing the file name 'SHA1_Temp_REQ0001327_20190322165432.shai' and the file type '*.shai'. A red box highlights the '一時保存' (Temporary Save) button in the dialog box, with a red arrow pointing to it from the '一時保存' button in the software interface below the table.

全選択	成分	違法	依頼者製品情報				入力状況			出力状況			
			製品名	製品品番	製品名	製品品番	含有総合判定	発行日	改訂日	改訂履歴	成分情報	違法判断情報	
1	<input checked="" type="checkbox"/>	表示	表示	テスト部品2	TEST_000020	テスト部品2	TEST_000020	Y	2019-10-01		2019-10-01 16:22確定	2019-10-01 16:23確定	

名前を付けて保存

PC > OS (C:) > 取り込み用

整理 新しいフォルダー

ビデオ ミュージック OS (C:) CUSTOMERFS (¥) HONSYAFS1 (¥¥) PUBLICFS (¥¥HO) ネットワーク

名前 更新日時 種類

検索条件に一致する項目はありません。

ファイル名(N): SHA1_Temp_REQ0001327_20190322165432.shai

ファイルの種類(T): *.shai

フォルダーの非表示

保存(S) キャンセル

エラーチェック 一時保存 出力(依頼) 出力(承認)

7. How to prepare a response file

7) 5. Import the request file

Import the request file sent by the contact person at Amano.

- Import the request file: See 1) Importing the request file from P6

7) 6. Import the integrated file output during process 7) 4. using the Citing function, edit the issuer and general information.

- * Edit issuer information: See 2) Entering issuer information on P7
- * Edit general information: See 3) Entering general information on P8

The screenshot displays the ChemSHERPA-AI software interface. The main window is titled '基本情報画面' (Basic Information Screen) and is divided into several sections. The '発行者・承認者情報' (Issuer/Approver Information) section shows details for 'SHERPA ELECTRONICS Corporation' and 'Jiro Tantau'. The '依頼者情報' (Requester Information) section shows details for 'AMANO Corporation' and 'Taro Amano'. The '製品・部品情報' (Product/Part Information) section contains a table with columns for '成分' (Component), '違法' (Illegal), '製品名' (Product Name), '製品品番' (Product Part Number), '質量' (Mass), and '質量単位' (Mass Unit). A red box highlights the '表示' (Display) checkbox in the first row of this table. A yellow box highlights a file named 'SHAI_Temp_1_20190322150716.shai' in a file explorer window, with a red arrow pointing to the '作成済データ引用' (Use Existing Data) button in the software interface. A blue box contains the text 'The temporarily saved data is added.' with a red arrow pointing to the '製品名' and '製品品番' columns in the table below. The table below shows the imported data:

全選択	成分	違法	製品名	製品品番	製品名	製品品番	メーカー名	質量
<input checked="" type="checkbox"/>	表示	表示	テスト部品2	TEST_000020	テスト部品2	TEST_000020		5.99

7) 7. After entering all information, check for errors and create a temporarily saved file.

- See 6) Error checking and creating a temporarily saved file on P15

7. How to prepare a response file

8) Importing the temporarily saved data Note: The process from 8) to 10) shall be performed by the authorizer.

In the chemSHERPA-AI tool, click [File] > [Open] > [chemSHERPA data form] and select the temporarily saved file (shai.) created by the issuer. Then, the loading of the file into chemSHERPA-AI is completed and the temporarily saved data of the product to be surveyed is entered. Check the entered information.

The screenshot shows the chemSHERPA-AI software interface. The top menu bar includes 'ファイル', '会社情報', '言語(Language)', and 'ツール'. The 'chemSHERPAデータ形式' option is highlighted in the 'ファイル' menu. Below the menu, there are input fields for '会社名', '担当者名', 'コメント', and '承認者名'. The main data entry form is titled '基本情報画面' and contains two sections: '発行者・承認者情報' and '依頼者情報'. The '依頼者情報' section is checked under '依頼者情報の有/無'. The bottom part of the interface shows a table with columns for '成分', '違法', '製品名', '製品品番', '質量', '質量単位', '報告単位', '含有総合判定', '発行日', '改訂日', and '成分情報'. A red box highlights the first row of this table.

発行者・承認者情報		依頼者情報										
整理番号	1234	整理番号	4321									
作成日	2019-10-01	依頼日	2019-10-01									
承認日	2019-10-01	回答期限	2019-10-15									
項目	英語 日本語	項目	英語 日本語									
会社名	SHERPA ELECTRONICS Cor	会社名	AMANO Corporation									
担当者名	Jiro Tantou	依頼者名	Taro Amano									
コメント		依頼者コメント										
承認者名	Saburo Syonin											
エリア	IEC62474	エリア	IEC62474									
成分	違法	製品名	製品品番	製品名	製品品番	質量	質量単位	報告単位	含有総合判定	発行日	改訂日	成分情報
表示	表示	テスト部品2	TEST_000020	テスト部品2	TEST_000020	5.99	g	個	Y	2019-10-01		2019-10-01 16:22確定 2

9) Entering authorizer information

In the menu bar at the top of the General window, click [Company] > [Enter] > [Issuer/Authorizer Information].

The screenshot shows the software interface with the menu path: **Company** > **Enter** > **Issuer/Authorizer Information**. The main window displays the 'Authorizer Information' entry pane with a table for data entry. The table has columns for 'Item', 'English', and 'Japanese'. The 'Item' column lists fields such as 'Signature', 'Phone Number', 'Fax Number', 'Postal Code', 'Country', 'Prefecture', 'City/Town/Village', and 'Post Office'. The 'English' column has asterisks (*) next to 'Signature', 'Phone Number', 'Fax Number', 'Postal Code', and 'Country', indicating they are required fields. A blue callout box points to the top-left corner of the table with the text: 'Make sure that <<Authorizer>> is displayed in the upper left corner.'

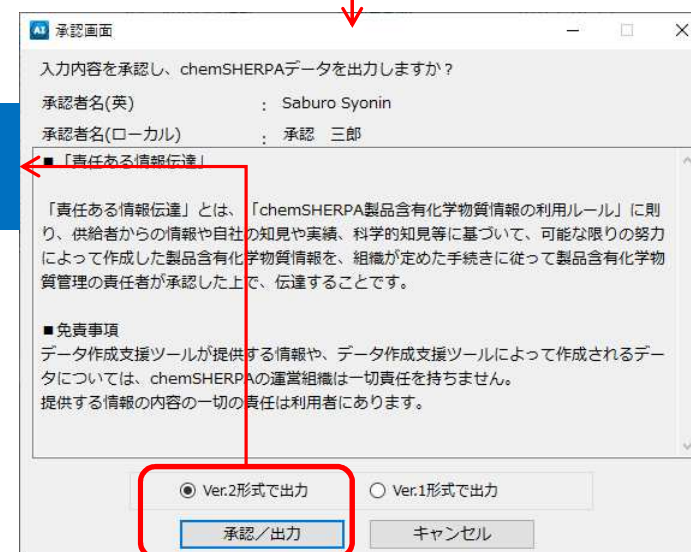
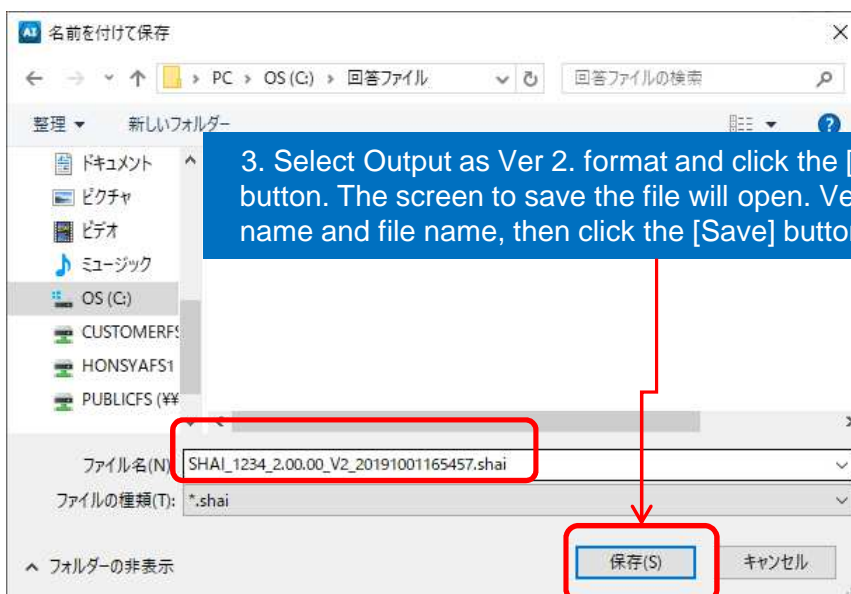
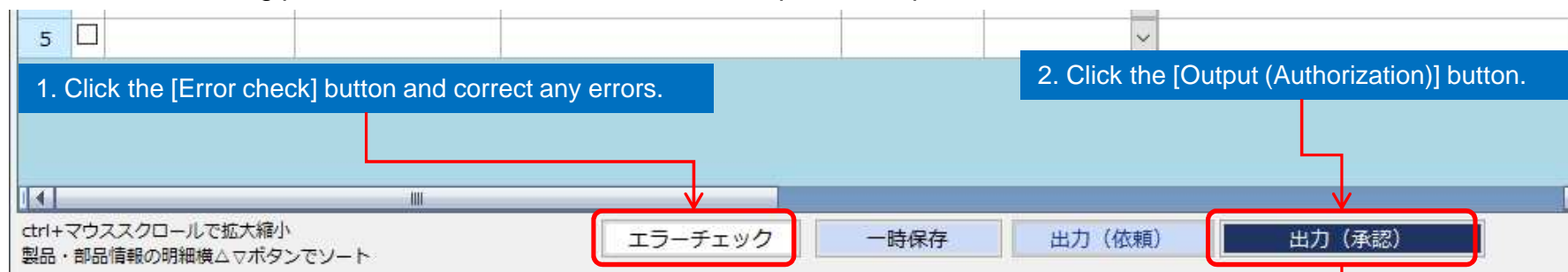
項目	英語	日本語
署名	*	
電話番号	*	
内線番号	*	
郵便番号	*	
国	*	
都道府県		
市町村		
番地		

If you scroll down the Issuer window, the authorizer information entry pane will be displayed. Enter the authorizer information. Information items marked with an asterisk * are required items.

You can register the template and import the data from it in the same way as issuer information.

10) Output of chemSHERPA response file

Perform the following process on the General window and output the response file.



We may ask you to respond for several components with a single chemSHERPA file. If the data for some components is not available and the response is likely to be delayed, please contact our contact person.

7-2 How to prepare a response file using chemSHERPA-CI

1) Differences between chemSHERPA-AI (Articles)

The Tool window of chemSHERPA-CI (Chemicals) is yellowish. Differences from chemSHERPA-AI (Articles) are as follows:

1. The extension of files output from CI (Chemicals) is **.shci**. The same applies to the survey request file.

2. General window

chemSHERPA-CI (作成支援) ツール 基本情報画面 ToolVersion : chemSHERPA-C2.00.00

ファイル 会社情報 言語(Language) ツール ChemSHERPA-CI 化学品ツール

■ 基本情報 画面

発行者 **There are no compliance assessment fields.**

項目	英語	日本語
会社名 *		
担当者名 *		
コメント		
承認者名 *		

整理番号 * 作成日 * <yyyy-mm-dd> 承認日 * <yyyy-mm-dd>

依頼者情報 依頼者情報の有/無

項目	英語	日本語
会社名 *		
依頼者名 *		
依頼者コメント		

整理番号 * 依頼日 * 回答期限

製品・部品情報 製品情報 管理情報 作成済データ引用 削除 行追加

全選択	成分	製品名	発行日	改訂日	改訂履歴
<input type="checkbox"/>			<yyyy-mm-dd> *	<yyyy-mm-dd>	
1 <input type="checkbox"/>	表示				
2 <input type="checkbox"/>	表示				

There is no button for compliance assessment.

3. Composition window

Select 0 (contained) or 1 (not contained) for the [Content status on declarable substances] items.

■ 成分情報 画面 化学品ツール

製品品番	H-001	確定日時	
製品名	クリームはんだ		

管理対象物質の含有有無 * 1.本製品は管理対象基準に掲載される管理対象物質を含有します

成分情報 ※ctrl+マウススクロールで 1.本製品は管理対象基準に掲載される管理対象物質を含有します
0.本製品は管理対象基準に掲載される管理対象物質を含有しません

	物質名	CAS番号	最大含有率(%)	コメント
	選択	行追加		
1	Lead	7439-92-1	34	
2	Silver (Ag)	7440-22-4	0.4	
3	Copper (Cu)	7440-40-8	0.18	
4	Rosin	8050-09-7	5.2	

For chemicals, only the substance name and content should be reported, and entries in Level, Component, and Material are not required.

Revision	Year and month of revision	Description
-	April 2019	New release
1	October 2019	Version 2.00.00 is supported
2	March 2020	Added a new section "6. Notes on preparing responses to Amano" Added a new section "7.4) 3. Notes for entering CAS number" Added a new section "7.7) 2. Conversion of units"
3	March 2022	Added a new section "7-1 3) Notes for entering general information" There are restrictions on the use of the Japanese language from Version 2.05.00 and later.