

chemSHERPA-CI Production Procedure



unicharm
NOLA&DOLA

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Unicharm Corporation

About chemSHERPA-CI

We use chemSHERPA-CI provided by JAMP as a submission document accompanying “Unicharm Group Material Safety Guidelines”.

Please use the format of chemSHERPA-CI and fill in all the content status of UC-L, not JAMP controlled substances.

UC-L (ユニ・チャーム(株)管理化学物質リスト)
Unicharm Corporation List of Controlled Chemical Substances

●使用方法
このリストはユニ・チャームグループ製品に使用される原料において、全世界共通で管理する化学物質が収録されています。原料に含まれる化学物質がリストに該当する場合は、「CAS番号（色澤はC.I.）」で検索し、該当した場合は「化合物名、CAS番号、原料への重量%」を弊社担当者までご連絡ください。

●Usage
This list contains chemical substances to be controlled worldwide for materials used in Unicharm Group products. To check if a compound contained in a material is applicable to this list, please search by "CAS number (C.I. for dyes)", and if applicable, please contact our representative with the compound name, CAS number and weight percentage in the material.

●特記
対象化学物質の調査範囲は、原料サプライヤー提供されている原料の全部（任意で化学物質として登録的に使用）または最終目的含有物（製造する上で購入あるいは採取された原料）に限定されず、化学物質として使用される原料、製品に含有する原料の両方を対象とします。また、製造工程で生成される化学物質も調査範囲に含まれます。対象化学物質の調査結果は、各国の法令や国際規格に基づいて規制を停止している原料の製造を中止する原料、または人や環境への重大な影響が懸念されている原料と見なされ、毎年更新されています。対象化学物質の製造・販売に際しては、必ずこのリストを参照し、対象化学物質の製造・販売が認められている原料と見なされている原料は、必ずこのリストを参照して製造・販売してください。また、このリストに掲載されている原料は、必ずこのリストを参照して製造・販売してください。対象化学物質の製造・販売が認められている原料と見なされている原料は、必ずこのリストを参照して製造・販売してください。

●Introduction
The scope of the survey on target chemical substances is for chemical substances that are either externally added (including those used as necessary chemical substances) or unintentionally contained (arising during manufacturing) in an ingredient or formulated as known by material suppliers, and does not require any new analysis. Please proceed with the design value (or actual measured value) for the control of each chemical substance, and if the control has a range, please proceed with the maximum value. If a chemical substance is added in the manufacturing process but does not remain in the final material at all, there is no need to contact us. The supplier informs the target chemical substances are substances whose use is prohibited or will be prohibited in the future by the laws of each country or by international treaties, and substances that have been confirmed to have a significant impact on living organisms or the environment, and are updated annually. In order to determine whether or not to adjust the target chemical substances, we create exposure scenarios for each product and calculate the hazard level. We may conduct new analysis of materials that have already been installed in our products. If a target substance is detected above a certain level, we will discuss the matter with you and may ask you to make improvements or reduce the hazard level within a set period.

ユニ・チャーム(株) Global Quality Assurance Department
Unicharm Corporation Global Quality Assurance Department

UC-L

Data entry support tool for the chemSHERPA-CI

General ToolVersi... [min] [max] [close]

File Company Language Tool

chemSHERPA-CI
Chemical Tool

■ General

Issuer/Authorizer:			Requester:		
Reference number *			Reference number *		
Preparation Date *	<yyyy-mm-dd>		Request date *		
Authorization Date *	<yyyy-mm-dd>		Reply deadline *		
Item	English	Local	Item	English	Local
Company name *			Company name *		
Name of contact *			Requester Name *		
Comment			Requester Comment		
Authorizer name *					

Information on requester On/Off

Product/Component Product Administrative

		Product							
All	CPS	Product name	Product name (Local)	Product number	Manufacturer name	Product series name	Issued date	Revision date	Re
<input type="checkbox"/>	<input type="checkbox"/>						<yyyy-mm-dd>	<yyyy-mm-dd>	
1	<input type="checkbox"/>	Show							
2	<input type="checkbox"/>	Show							
3	<input type="checkbox"/>	Show							
4	<input type="checkbox"/>	Show							
5	<input type="checkbox"/>	Show							

chemSHERPA-CI format

Creation Overall flow

Step 1: Check the composition of delivered material / product



Step 2: Collect information on UC controlled chemical substance contents from raw material manufacturers and recalculate on a product-by-product basis.



Step 3: Download and prepare chemSHERPA-CI Tool



Step 4: Enter company information into the chemSHERPA-CI tool



Step 5: Enter substance information into the chemSHERPA-CI tool



Step 6: Output .shci file with chemSHERPA-CI tool



Step 7: Upload .shci file to Charm Ring Systemz

Step 1

Step 1: Check the composition of delivered material / product

The target is chemical substances that are;
intentionally added
or unintentionally added (inclusion is clearly known)
However, no new analysis is required.

- The values listed are measured values, or in the case of theoretical values, maximum values.
- For restricted substances, the content should be listed even if it is within the restricted value.
- The chemical substances contained in raw materials used in the manufacturing process should be investigated retrospectively.
- If the chemical substance is volatile and does not remain in the product, it is not included in the scope.

Step 2

Step 2: Collect information on UC controlled chemical substance contents from raw material manufacturers and recalculate on a product-by-product basis.

Present the "UC-L" to your material suppliers.

Ask your material supplier to report which, if any, substances are on the UC-L and by how much.

Substances not on this list do not need to be reported.

UC-L (ユニ・チャーム(株)管理化学物質リスト) Unicharm Corporation List of Controlled Chemical Substances
<p>●使用方法 このリストにはユニ・チャームグループ製品に使用される資材において、全世界共通で管理する化学物質が収録されています。資材に含まれる化学物質がリストに該当する場合は、「CAS番号(色紙はC.I.)」で検索し、該当した場合は「化合物名、CAS番号、資材への重量%」を弊社担当者までご連絡ください。</p> <p>●Usage This list contains chemical substances to be controlled worldwide for materials used in Unicharm Group products. To check if a compound contained in a material is applicable to this list, please search by "CAS number (C.I. for dyes)", and if applicable, please contact our representative with the compound name, CAS number and weight percentage in the material.</p>
<p>●特定 対象化学物質の調査範囲は、資材サプライヤー提供の成分データ(化学物質として登録されている)または登録品の含有率(重量%)が2%以上の不純物を含む原料(化学物質)としてあり、製品中に含まれるものは対象外です。化学物質の含有率は原料の純度は影響せず、含有率が同じ場合でも最大値が10%以下、製造工程で添加される化学物質で原料に由来するものは対象外です。また、成分が正確な値が不明なものは対象外です。毎年更新してまいります。対象化学物質の含有率を算出する際は、原料の純度を考慮し、重量%を算出し、原料利用量を考慮して算出してください。また、製品に使用されている原料において、原料が製造工程で発生する、有害物質が一歩以上は原料の品質を改善して頂く、原料の純度を、1%未満は含有率を1%未満と記載して頂くこととなります。</p> <p>●Introduction The scope of the survey on target chemical substances is for chemical substances that are either intentionally added (intentionally used as necessary chemical substances) or unintentionally contained (arising during manufacturing) in all quantities or impurities as known by material suppliers, and does not require any form analysis. Please answer with the weight value (or actual measured values) for the content of each chemical substance, and if the content has a range, please answer with the maximum value. If a chemical substance is added in the manufacturing process but does not remain in the final material of use, there is no need to contact us. The calculation system for target chemical substances and substance release rate is provided or will be provided in the future by the issue of e-mail queries or by environmental surveys, and substances that have been confirmed to have a significant impact on living organisms or the environment, and are updated annually. In order to determine whether or not to adapt the target chemical substances, we create exposure scenarios for each product and calculate the hazardous level. We may conduct new analysis of materials that have already been installed in our products. If a listed substance is detected above a certain level, we will discuss the matter with you and may also ask to make improvements to reduce the hazardous level within a set period.</p>
ユニ・チャーム(株) Global品質保証部 Unicharm Corporation Global Quality Assurance Department

UC-L

Step 3_1

Step 3: Download and prepare chemSHERPA-CI Tool

1) Download the latest version of "chemSHERPA-CI Tool.

* It is from JAMP's website. <https://chemSHERPA.net/tool>



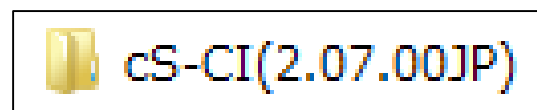
chemSHERPA by JAMP

データ作成支援 (ツール等)

公開日	ツール名	概要	ダウンロード
2023-02-27	chemSHERPA-CI(データ作成支援ツール Ver.2.07.00)	最新のデータ作成支援ツールとしてアップデート (Ver.2.07.00)です。	ダウンロード
2023-02-27	最新のchemSHERPA-CI(データ作成支援ツール Ver.2.07.00)	最新のデータ作成支援ツールとしてアップデート (Ver.2.07.00)です。	ダウンロード
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2023-02-27	chemSHERPA-CI(データ作成支援ツール Ver.2.07.00)	最新のデータ作成支援ツールとしてアップデート (Ver.2.07.00)です。	ダウンロード
2023-02-27	最新のchemSHERPA-CI(データ作成支援ツール Ver.2.07.00)	最新のデータ作成支援ツールとしてアップデート (Ver.2.07.00)です。	ダウンロード
2023-02-27	最新のchemSHERPA-CI(データ作成支援ツール Ver.2.07.00)	最新のデータ作成支援ツールとしてアップデート (Ver.2.07.00)です。	ダウンロード

2) Decompress the compressed file.

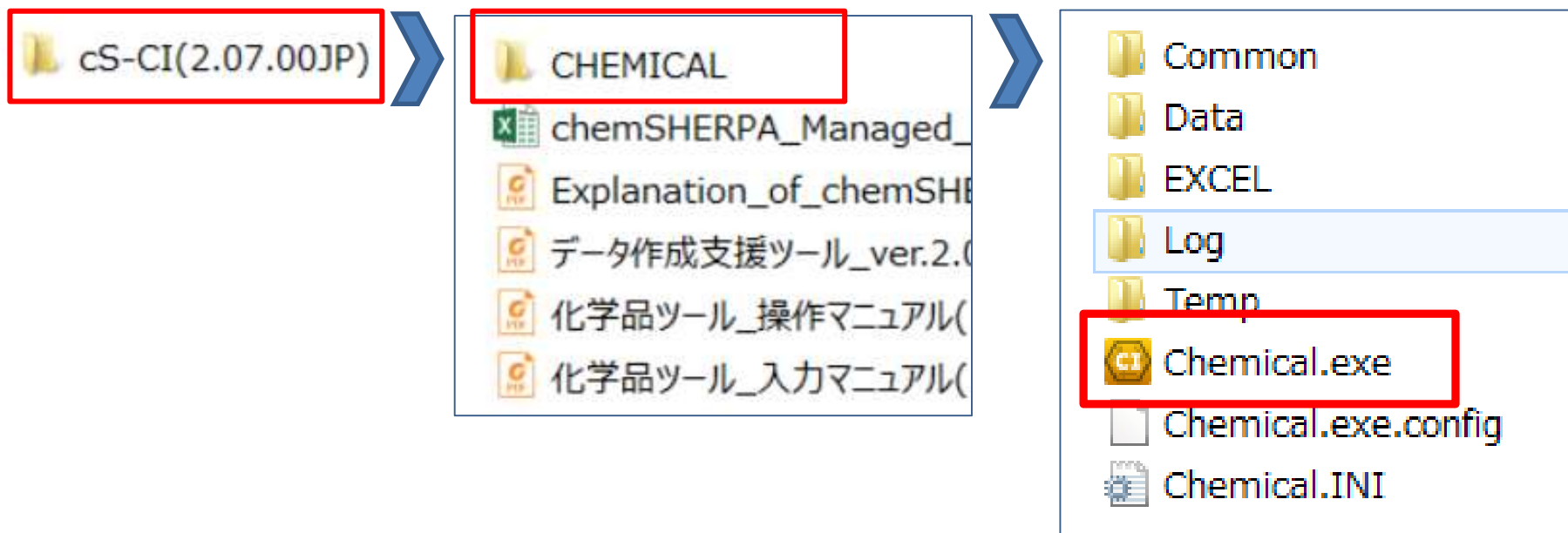
*The downloaded file is compressed, so please decompress it by yourself.



Step 3_2

3) Launch the chemSHERPA-CI (Creation Support) Tool

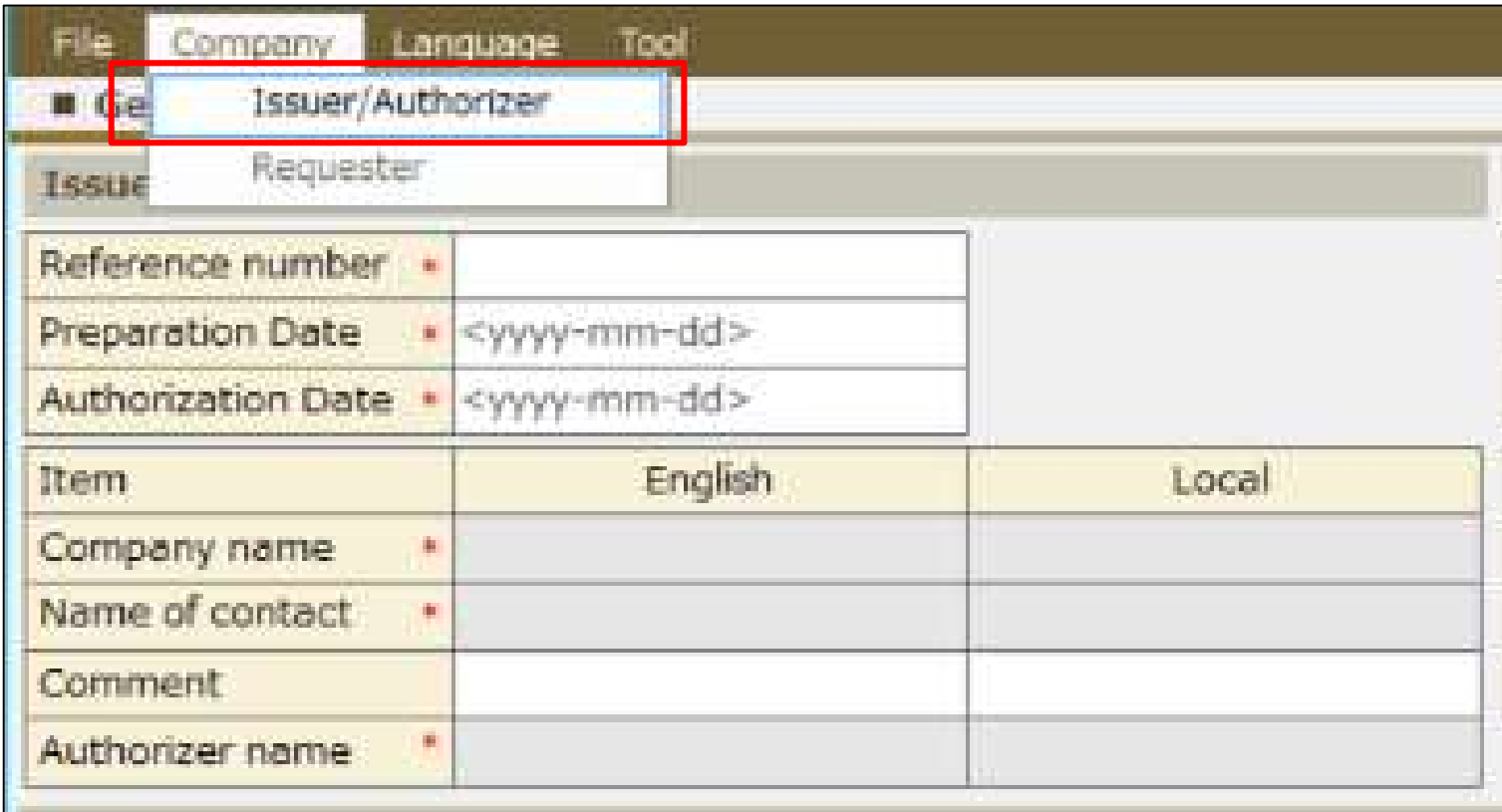
The "chemSHERPA-CI (Creation Support) Tool" does not work by itself.
Please make sure to work in the same folder.



Step 4_1

Step 4: Enter company information into the chemSHERPA-CI tool

- 1) Open "Company" tab.
Click " Issuer/Authorizer" .



The screenshot shows the 'Company' tab selected in the application. The 'Issuer/Authorizer' sub-tab is highlighted with a red box. Below the sub-tab, there is a form with the following fields:

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

Step 4_2

2) Enter informations

Please enter the information of the person in charge of the document.
 The "*" in the English field is a required field.

Data entry support tool for the chemSHERPA-CI Issuer/Authorizer ToolVersion : chemSHERPA-C2.07.00

<<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 or Region		
Prefecture		
Municipality		
Address		

Step 4_3

3) Enter approver information


Scroll down the screen to the "Approver Information" field. Enter the approver's information.

- *It does not matter if the issuer and approver are the same.
- *The "*" in the English field is a required field.

<<Authorizer>>		Import template	Register template
Item	English	Local	
Division name *			
Title *			
Authorizer name *			
Email address *			
Phone number *			
Extension number			
Postal code			
Country or Region			
Prefecture			
Municipality			
Address			

4) Confirm the information entered.

Click the "OK" button.

	Data entry support tool for the chemSHERPA-CI	Issuer/Authorizer	ToolVersion : chemSHERPA-C2.07.00
<<Issuer>>	Import template	Register template	<div style="border: 2px solid red; padding: 2px;">OK</div> English must be filled in.

Step 5_1

Step 5: Enter substance information into the chemSHERPA-CI tool

1) Enter basic information.

Please enter the following information.

① Reference number:

Transcribe the "Component Code" listed in the "List of Delivered Materials Product"

② Preparation Date:

Date of preparation by the person in charge

③ Authorization Date:

Date of approval in your company

Issuer/Authorizer	
Reference number *	K03-0001 ①
Preparation Date *	2023-08-23 ②
Authorization Date *	2023-08-23 ③
Item	English
Company name *	Unicharm Corporation
Name of contact *	Yuki Kan
Comment	
Authorizer name *	Issei Shinonaga

Step 5_2

2) Enter "Product/Component" Information.

Enter only one line of information.

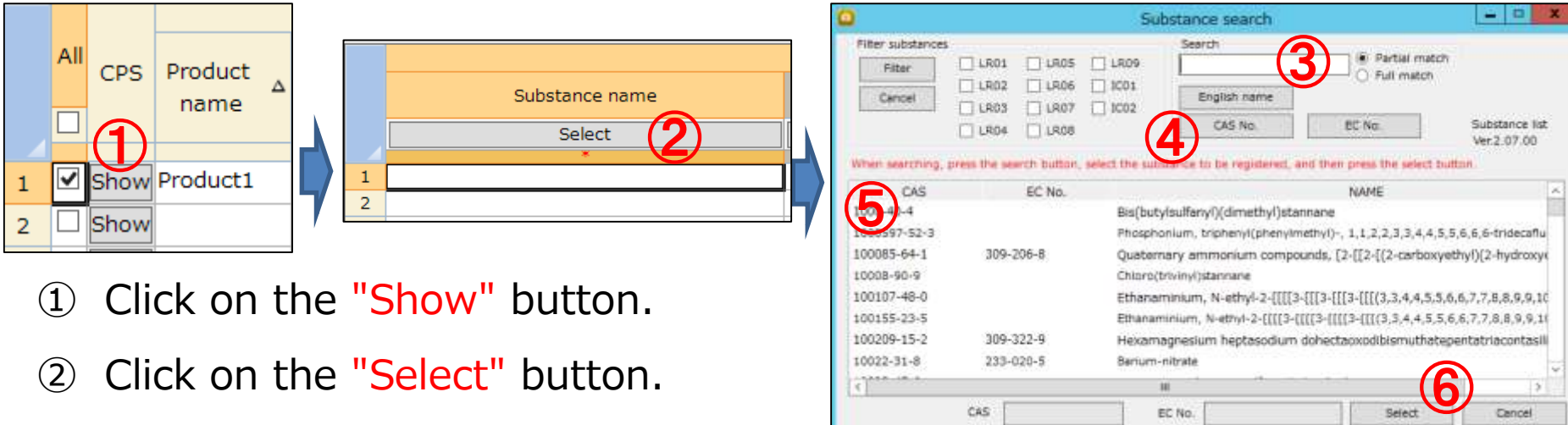
*Entering multiple lines will result in an error when uploading.

Product/Component								<input checked="" type="checkbox"/> Product	<input checked="" type="checkbox"/> Administrative	Citing
	All	CPS	Product name	Product name (Local)	Product number	Manufacturer name	Product series name	Issued date		
			<input type="checkbox"/>		*			<yyyy-mm-dd>	*	
1	<input checked="" type="checkbox"/>	Show	Product1		K03-0001			2023-08-23		
2	<input type="checkbox"/>	Show								

- ① Product name:
Transcribe the "Component Group Name" listed in the "Product List of Delivered Materials."
- ② Product number:
Please transcribe the "code by ingredient" listed in the "List of Delivered Materials".
- ③ Issued date:
Please transcribe the date indicated.
- ④ Product name (local):
(optional) Please fill in only when there is a material name or identification code.
If there is none, please leave it blank.
- ⑤ Check box:
Please check all lines where information is to be entered.
Do not check the checkboxes for lines where no information is to be entered.

Step 5_3

3) Enter the chemical substances listed in UC-L



① Click on the "Show" button.

② Click on the "Select" button.

<Substance Name Search>

③ ④ Enter the CAS number in the "Search" and press the "CAS No.".

Compounds may have multiple names even if they have the same CAS number.
 (e.g.) 117-81-7 → Bis(2-ethylhexyl)phthalate, di-2-ethylhexyl phthalate, DEHP

⑤ ⑥ If the target substance is displayed in the "Search Results," click "Select". If the target substance is not displayed, please refer to the next page.

Step 5_4

(If the target substance is not displayed,)

Data entry support tool for the chemSHERPA-CI Composition ToolVersion...

■ Composition Chemical Tool

Product number: K03-0001 Finalization date: []

Product name: Product1

Content status on declarable substances *: []

Composition Enlarge or Reduce: Ctrl+scroll Update substance information Delete All clear

Substance				Optional rep
	Substance name	CAS No.	Maximum content rate (%)	Remarks
	Select	Add		Applicabl
1	Bis(butylsulfanyl)(dimethyl)stannane ①	1000-40-4 ②	[]	[]
2				[]

① Input "Substance Name"

Enter the English name directly from the "UC-L".

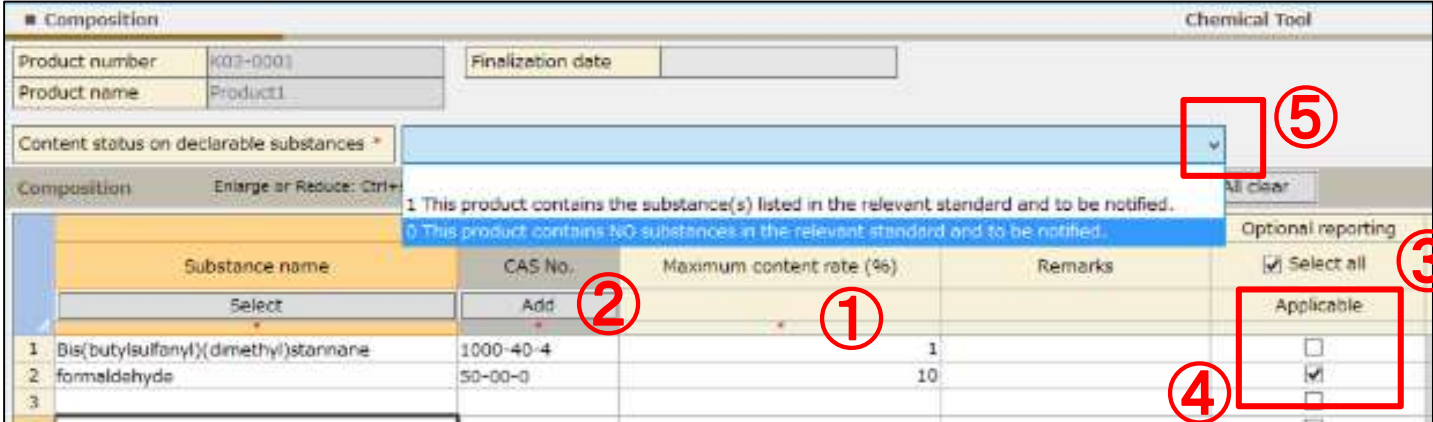
② Input of "CAS number"

Enter the English name directly from the "UC-L".

If there is no CAS number in the relevant list, enter "None" directly.

Step 5_5

4) Enter the UC-L listed ingredients and their content rate, as well as the presence or absence of the "Optional reporting".



Substance name	CAS No.	Maximum content rate (%)	Remarks
1 Bis(butylsulfanyl)(dimethyl)stannane	1000-40-4	1	
2 formaldehyde	50-00-0	10	
3			

- ① Enter the maximum content in the material.
If there is a range of values, the maximum value to be assumed.
- ② If there are not enough rows to be listed, press the "Add".
- ③ Click the "Select all". If the substance is not listed in chemSHERPA, ✓ will be marked.
- ④⑤ In "Content status on declarable substances", use the "v" pull-down to display the choices.
Make your selection as below.
If there is even one row in "Applicable" that is not checked ➔ Select "1. (Contains)".
Otherwise ➔ Select "0.(Not contained)".
For details, please refer to the next page.

Step 5_6

Supplement: ④⑤ "Content status on declarable substances"

UC-L includes chemical substances other than those listed in chemSHERPA. If it was a chemical substance entered in that row, a "✓" will be attached to the "Applicable" item of "Optional reporting".

In the "Applicable" of ④;

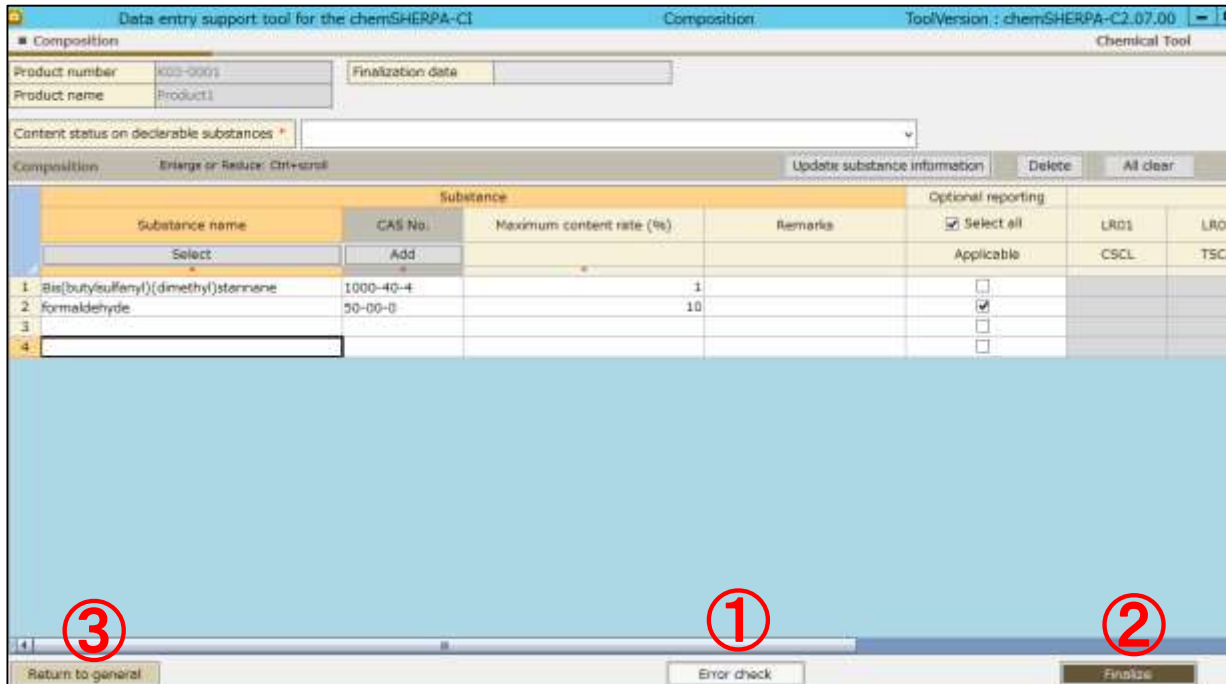
No "✓" = chemSHERPA listed substance

"✓" = Not a chemSHERPA listed substance

However, it is a "UC-L" listed substance.

Step 5_7

5) Error check and finalize



Data entry support tool for the chemSHERPA-CI Composition ToolVersion : chemSHERPA-C2.07.00

Composition Chemical Tool

Product number: K02-0001 Finalization date:

Product name: Product1

Content status on declarable substances:

Substance	Substance name	CAS No.	Maximum content rate (‰)	Remarks	Optional reporting		
					<input checked="" type="checkbox"/> Select all	LR01	LR02
1	Bis[butylsulfenyl]dimethylstannane	1000-40-4	1		<input type="checkbox"/>		
2	Formaldehyde	50-00-0	10		<input checked="" type="checkbox"/>		
3					<input type="checkbox"/>		
4					<input type="checkbox"/>		

Return to general (3) Error check (1) Finalize (2)

Error Check : Press the "Error Check". If an error occurs, correct it.

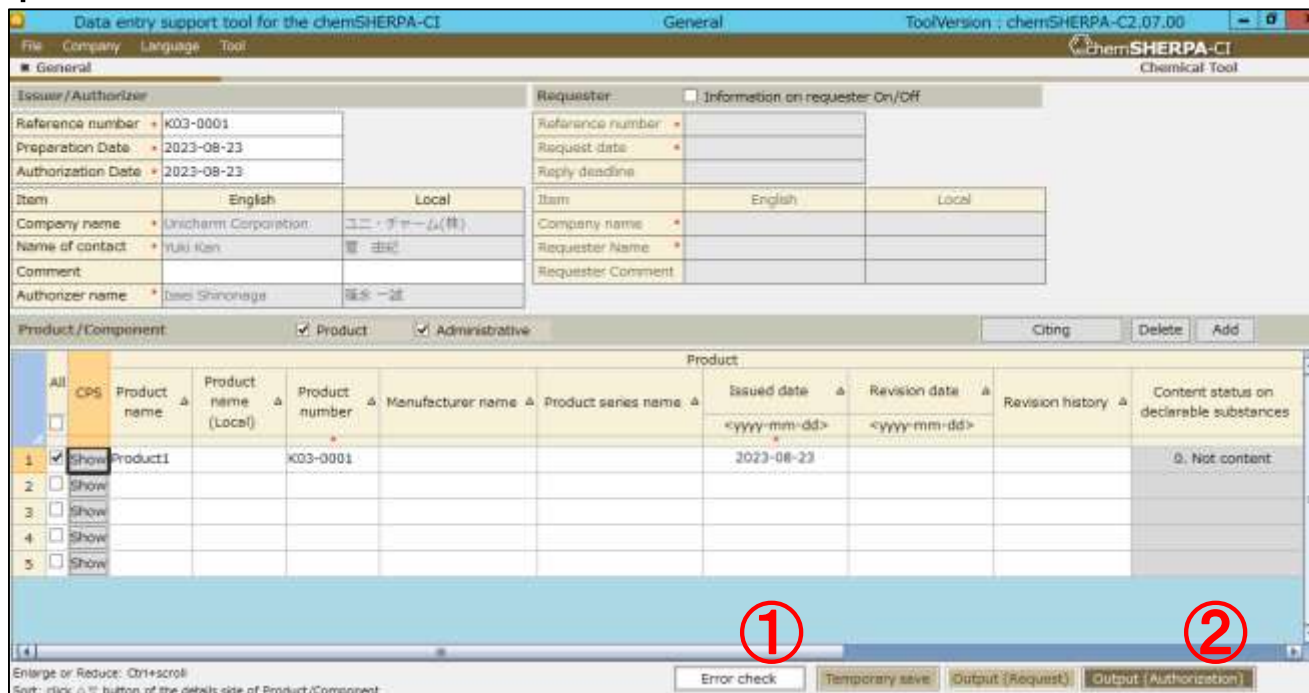
Finalize : Press the "Finalize" to finalize the entries.

Return to general : After all the information has been entered, press the "Return to general" to return to the general.

Step 6

Step 6: Output .shci file with chemSHERPA-CI tool

1) Output "shci." file



The screenshot shows the 'Data entry support tool for the chemSHERPA-CI' interface. The 'General' tab is selected, displaying various input fields for 'Issuer/Authorizer', 'Requester', and 'Product/Component'. The 'Product/Component' table contains one entry: 'Product1' with 'Product number' 'K03-0001' and 'Issued date' '2023-08-23'. At the bottom of the window, there are four buttons: 'Error check', 'Temporary save', 'Output (Request)', and 'Output (Authorization)'. Red circles with numbers 1 and 2 are placed over the 'Error check' and 'Output (Authorization)' buttons respectively.

- ① Error check : Press the "Error Check" . If an error occurs, please correct it.
- ② Output (Authorization) : Press the "Output (Authorization)" to output the "shci file". Confirmation screen will appear, but there is no problem, so please proceed as is.

Step 7_1

Step 7: Upload .shci file to Charm Ring Systemz

1) Start Charm Ring System and select "shci. file".

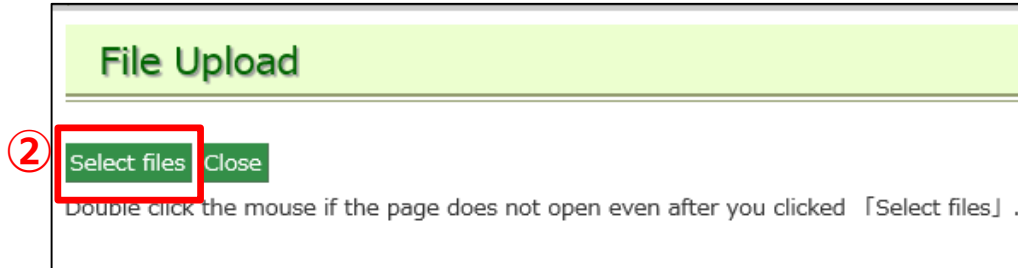


Standard Form (chemSHERPA-CI)

Data Format Version
2.07.00

Document File Name

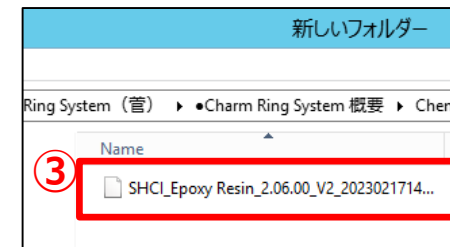
Upload



File Upload

Select files Close

Double click the mouse if the page does not open even after you clicked 「Select files」.



新しいフォルダー

Ring System (管) ▶ Charm Ring System 概要 ▶ Chem

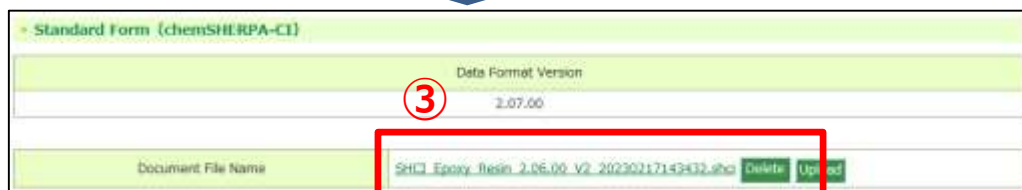
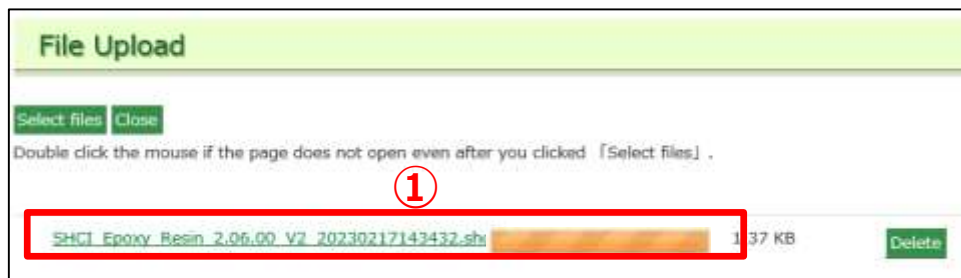
Name

SHCI_Epoxy Resin_2.06.00_V2_2023021714...

- ① Start Charm Ring System anew.
- ② Click the "Upload".
- ③ Click the "Select Files".
- ④ Select the "shci. file" stored in your folder.

Step 7_2

2) Uploading



① Uploading

② Close

※ If you want to change the uploaded file, click "Delete".

③ Uploading is completed.

Q&A_1

Q1: There is a "✓" in "Optional reporting", so I selected "Contains" and an error occurred.

A1:

This item is for selecting the content status of chemSHERPA listed substances; some UC-L listed substances are not listed in chemSHERPA.

In such cases, a "✓" will be placed in the "Applicable" field of the "Optional reporting".

In "Applicable

No "✓" = chemSHERPA listed.

"✓" = not listed in chemSHERPA, but listed in UC-L. But it is listed in UC-L.

case ① → Select "Contained".

case ② → Select "Contained".

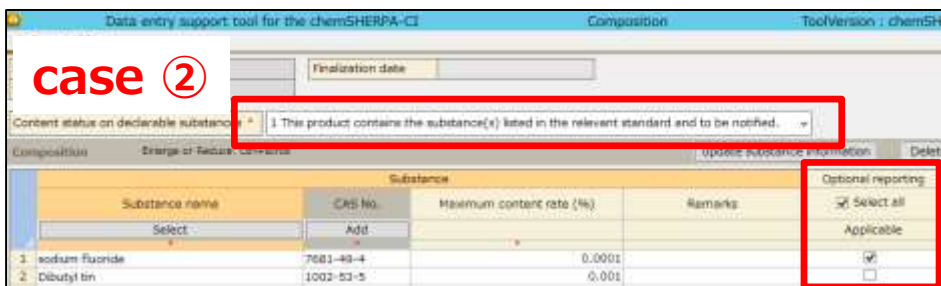
case ③ → Select "Not contained".

case ①



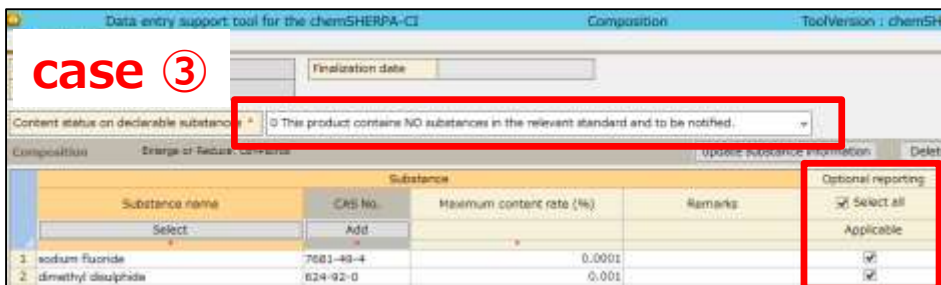
Substance name	CAS No.	Maximum content rate (%)	Remarks	Optional reporting
1 sodium fluoride	7681-49-4	0.0001		<input checked="" type="checkbox"/> Select all <input type="checkbox"/> Applicable
2 dimethyl disulphide	824-92-0	0.001		<input type="checkbox"/> Select all <input type="checkbox"/> Applicable

case ②



Substance name	CAS No.	Maximum content rate (%)	Remarks	Optional reporting
1 sodium fluoride	7681-49-4	0.0001		<input checked="" type="checkbox"/> Select all <input checked="" type="checkbox"/> Applicable
2 Dibutyl tin	1002-53-5	0.001		<input checked="" type="checkbox"/> Select all <input type="checkbox"/> Applicable

case ③



Substance name	CAS No.	Maximum content rate (%)	Remarks	Optional reporting
1 sodium fluoride	7681-49-4	0.0001		<input checked="" type="checkbox"/> Select all <input checked="" type="checkbox"/> Applicable
2 dimethyl disulphide	824-92-0	0.001		<input checked="" type="checkbox"/> Select all <input checked="" type="checkbox"/> Applicable

Q&A_2

Q2: I received an error message when I listed multiple different "Component group"s for the same screen.

*chemSHERPA-CI screen with multi-component groups listed.

Product/Component		<input checked="" type="checkbox"/> Product	<input checked="" type="checkbox"/> Administrative	Product				
	All	CPS	Product name	Product name (Local)	Product number	Manufacturer name	Product series name	Issued date
	<input type="checkbox"/>							<yyyy-mm-dd>
1	<input checked="" type="checkbox"/>	Show	Product1	A	K03-0001			2023-08-23
2	<input checked="" type="checkbox"/>	Show	Product2	B	K03-0002			2023-08-23
3	<input checked="" type="checkbox"/>	Show	Product3	C	K03-0003			2023-08-23

*Error messages during finalization

Standard Format Document Error List

The following errors are found in the contents of the standard format document file. Correct them and upload the file again.

WFSV0536:Multiple parts exist in the chemSHERPA-CI file. A chemSHERPA-CI file must be created according to each request parts.

A2: Only a single "Component group" can be output. If more than one is listed, output to a separate "shci. file" for each "Component group". See next page for how to output separately.

Q&A_3

How to output separately:

Product/Component Product Administrative Citing Delete Add

Product												
	All	CPS	Product name Δ	Product name (Local) Δ	Product number Δ	Manufacturer name Δ	Product series name Δ	Issued date Δ	Revision date Δ	Revision history Δ	Content status on declarable substances	
	<input type="checkbox"/>				*			<yyyy-mm-dd>	<yyyy-mm-dd>			
①	<input checked="" type="checkbox"/>	Show	Product1	A	K03-0001			2023-08-23			0. Not content	
2	<input type="checkbox"/>	Show	Product2	B	K03-0002			2023-08-23			1. Content	
3	<input type="checkbox"/>	Show	Product3	C	K03-0003			2023-08-23				
4	<input type="checkbox"/>	Show										
5	<input type="checkbox"/>	Show										

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

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

- ① Check only one of the rows you want to output.
- ② Click "Output (Authorization)".

Q&A_4

Q3: When I uploaded the temporary save file when finalizing the response, I received an error message.

Standard Format Document Error List

The following errors are found in the contents of the standard format document file. Correct them and upload the file again.

WFBT0033:The imported file is a temporary saving file. The import process is cancelled.

A3: Perhaps you are ignoring the message and creating the file as a "temporary file" because you cannot resolve the error?

If it is normal, the file name will be Temp. If the file name has been changed, you will not know without checking the contents, so check the error message contents and fix it.

supplementary information

~ Changes in the way the chemSHERPA list of listed substances is referenced

The “version 2.07.00” of chemSHERPA-CI that we are currently using comes with a list of listed substances in the application. Therefore, it will start normally even if there is no Internet connection at the time of startup.

In the version upgrade after September 2024, chemSHERPA-CI will separate “Data entry support tool for the chemSHERPA-CI” and “List of Target Chemical Substances”. The “List of Target Chemical Substances” will refer to the latest information via the Internet each time. Therefore, please start chemSHERPA-CI with **Internet access available after September 2024.**