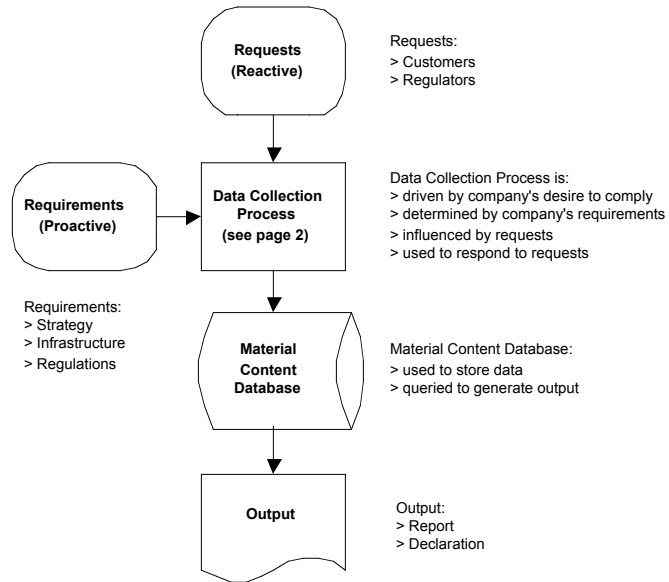


# NEMI Materials Declaration Process Flow

## Collection Process Overview v1.4

**DRAFT**  
Submitted to full-team  
for final review



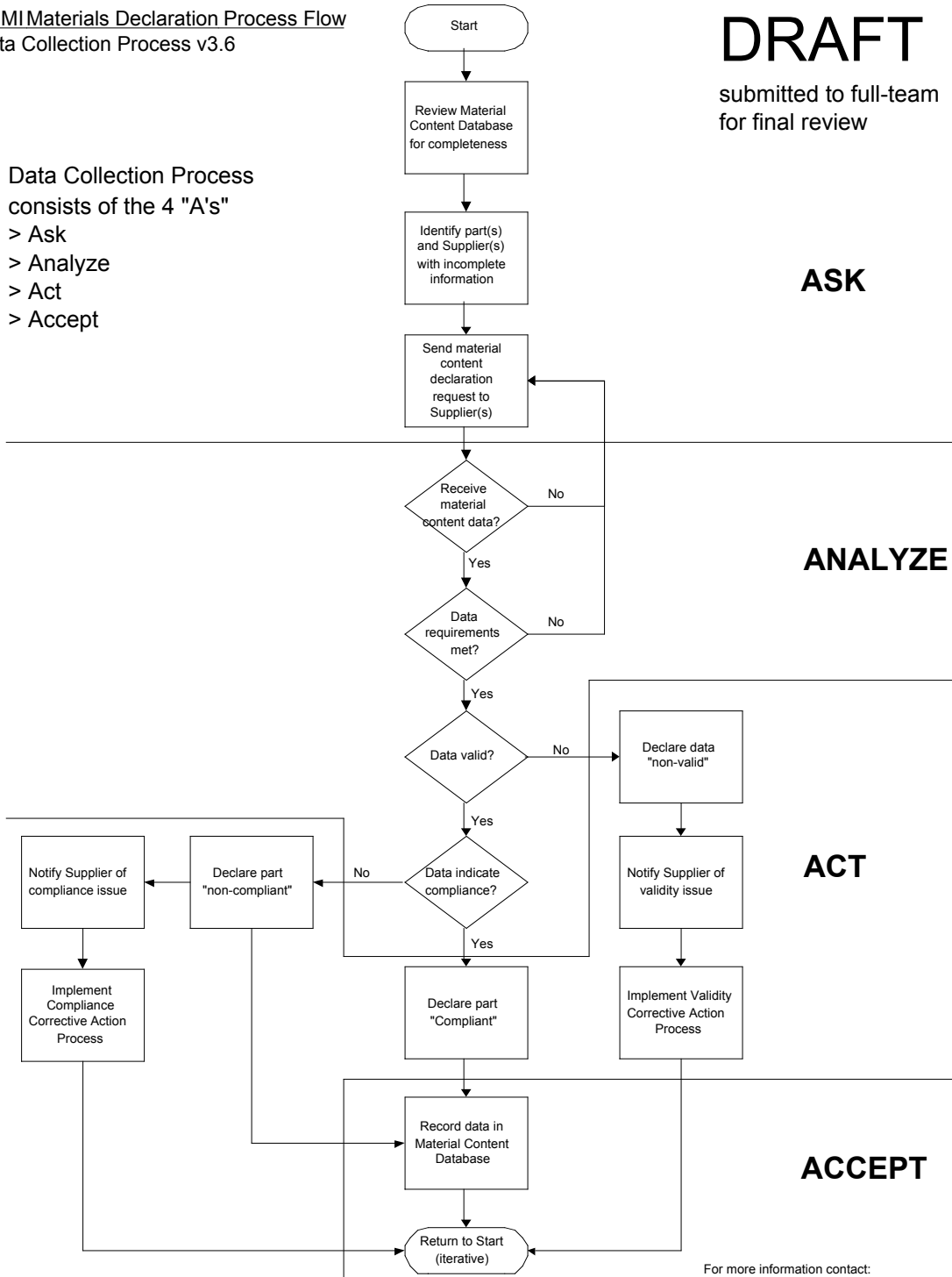
For more information contact:  
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NEMI Materials Declaration Process Flow  
Data Collection Process v3.6

**DRAFT**

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Data Collection Process  
consists of the 4 "A's"  
> Ask  
> Analyze  
> Act  
> Accept



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NEMI Materials Declaration Process Flow  
Data Collection Process v3.6

# DRAFT

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ASSUMPTIONS:

1. The driver for materials declaration is the Requester's desire to comply with regulations and to meet customer requests in a timely manner.
2. Removed.
3. The actions shown are the responsibility of the Compliance Manager and apply at all levels in the supply chain.
4. Removed.
5. Company strategy will define the collection requirements and data needed, for example:
  - is a product RoHS compliance certification needed,
  - is information for EOL/recyclers needed,
  - is absence of a set of materials in the JIG good enough or do the amounts need to be declared,
  - level of material declaration needs to be defined, e.g. detailed materials declaration or roll up (e.g. PCA level), and
  - is additional information needed, e.g. material specs or analytical testing.
6. Some level of validation is expected to ensure data accuracy and integrity. Data validation options may include analytical testing.
7. Corrective Action Processes are defined by each company.
8. Moved to Definitions.

DEFINITIONS (does not yet include all feedback received):

1. Declaration implies legal liability and legal certification from the supplier providing the information.
2. Compliance is defined by requesting company and reflected in minimum reporting requirements.  
Supplier is responsible to notify Requester of any product or process changes that affect submitted data.  
Requester is responsible to ensure Supplier understand Requester's expectations including notification of any changes that affect material content data submitted.  
KEEPING DATABASE UP TO DATE IS DEPENDENT UPON KNOWING CHANGES HAVE OCCURED
3. "Data requirements met" means that the data provided by the Suppliers meets the minimum reporting requirements that were determined by requesting company (Supplier filled in all blanks correctly). Requirements define:
  - > material information for the materials and substances defined in RoHS,
  - > information required to support WEEE,
  - > additional substance specifications including process and product attributes
  - > Signed declaration accepting legal responsibility.
4. Data validity is determined by requesting company and includes:
  - > dimensional test (size, weight, # of parts)
  - > BOM test (correct parts/materials)
  - > consistency test (consistent with similar parts, other suppliers, expectations)
  - > analytical testing
5. "Material Content Database" is a generic term that may electronic databases, spreadsheets, or file cabinets.  
Companies will determine how best to manage compliance data.

STATUS

1. Received and integrated feedback (not yet complete).
2. Unresolved Issues:
  - > "END thing" - Is process iterative (un-ending) or do we need an end? This issue includes knowing when changes to the parts have occurred and keeping the database up-to-date.
  - > Compliance = compliance with company spec or compliance with regulation?

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