

FAQ for Suppliers Material Compliance System- BOMcheck

Q1. What is the CSH Supplier Materials Compliance System (SMCS)?

A1. Carestream must be able to gather and to report on materials that are present (or not present) in products sold. The SMCS is a comprehensive business approach to deal with suppliers, new product designers, manage engineering changes, and demonstrate compliance to regulations concerning materials used in our products, both for RoHS and REACH.

Q2. What is BOMCheck?

A2. BOMcheck is a web based, regulatory compliance tool designed specifically to enable suppliers to provide declarations for RoHs recast, REACH, and other restricted substances legislation. BOMcheck is an industry-wide initiative which is offered by ENVIRON.

Q3. What is RoHs recast for the EU?

A3. The RoHs recast Directive now incorporates “medical devices” and “industrial monitoring and control devices” which were not originally included with ITE equipment in 2006. Medical devices must be compliant as of July 22, 2014 and industrial monitoring and control devices must be compliant by 2017.

Q4. Why does Carestream want us to join BOMcheck?

A4. Carestream is requiring that our Suppliers meet these restricted materials obligations by joining BOMcheck – the centralized, open-access substance declarations web database.

Q5. Why BOMcheck?

A5. BOMcheck will assist us to identify and manage compliance with product environmental regulatory requirements (RoHS, WEEE, Batteries, Packaging, REACH, EuP etc). In addition, it will assist us in the following:

- Respond to increasing customer pressure for EcoDesign and Product Stewardship
- Gain cost savings from reducing life cycle environmental impacts
- Address product life cycle impacts in ISO 14001 environmental management systems

Q6. What are the Supplier benefits of joining BOMcheck?

A6. The benefits to suppliers include:

- Expert guidance to create substances declarations for your parts lists.
- Keep up-to-date as new substances are added to RoHS.
- Attach your electronic signature to the substances declarations
- Inform all your manufacturing customers.
- In return for these benefits, suppliers pay a low-cost subscription of approximately \$400 per year. We believe that this represents excellent value for the money.

Q7. Are there any reduced membership options for small companies?

A7. If the **total revenue** for your company was less than 3 million Euros (approx. 4.04 million USD) for the previous calendar year, then you may qualify for a free supplier account to BOMcheck.

Q8. I am a small company with total revenue of less than 3 million Euros for the previous calendar year. What do I need to do to qualify for the free supplier account to BOMcheck?

A8. To qualify for a free supplier account, you will need to provide a signed statement to Carestream (as a manufacturer registered on BOMcheck) that your total annual turnover in the previous year for all of your business activities was under 3 million Euros. Carestream will then send the statement to bomcheck@environcorp.com with a note confirming that you are supplier of Carestream. ENVIRON will then manually set up your supplier account and send the person you have designated to be your company's authorized individual their login details.

Below is an example of the statement that you need to send to Carestream (preferably on your letter head paper):

"Dear Richard Morabito,

We hereby apply for a free annual membership to the BOMcheck substance declaration web database and declare as a small supplier by this signed statement, that our total annual turnover in the previous calendar year (e.g. 2010) was less than 3 million Euros.

We ask for you to forward this signed statement with a note to ENVIRON (bomcheck@environcorp.com) confirming to ENVIRON that [supplier's name] is a Carestream supplier.

We will repeat this process each year in order to renew our free membership to BOMcheck as long as our annual revenue is below the 3 million Euros per calendar year.

Best regards,

[printed name, signature, company name, date] "

You should also provide the following along with your statement:

1. Company DUNS number (headquarters) (see Q9 below)
2. Full company name and postal address including postcode
3. Division or Business Unit (if applicable)
4. Company telephone number (optional)
5. Company logo or brand (in .jpeg or .png format)
6. Company website address (if applicable)
7. The full Name, Job Title and Email address of the authorized individual you have designated to be set up on BOMcheck with your supplier account

Q9. What is a DUNS number and how do I get one?

A9. Supplier DUNS number

The application form that the Authorized Individual completes to create a supplier account must include the DUNS number for their company. A DUNS number is a unique nine-digit identification number which is used to identify legitimate, registered businesses. Your company should already have a DUNS number for your registered business address. If your company has several DUNS numbers you should choose only one of these to use on BOMcheck.

It is important to remember that BOMcheck stores each supplier's data separately by storing the unique combination of the supplier's DUNS number and the supplier's part numbers.

You can find out the DUNS number for your business, or apply for a new DUNS number, by contacting Dun & Bradstreet at www.dnb.com. If you do not already have a DUNS number and need to create a new one, then you should use a registered business address. In this case, Dun & Bradstreet can easily access the information they need about your business to create a new DUNS number for you.

Note: If you do not use a registered business address then Dun & Bradstreet may need to gather information from you about your business and may charge you for this.

Note: You do not need to establish a D&B Credit File (Dun & Bradstreet will charge you a fee for this additional service). Instead, you should specify to Dun & Bradstreet that you want them only to create a DUNS number for your company.

Q10. What does this mean to me as a medical product component supplier?

A10. The “recast” of the European Union- EU RoHS Directive, now including Medical Equipment, became effective July 22, 2014. CE marking for EU Medical Equipment must include compliance evidence for restricted materials. All Medical Products sold in the EU must have data to comply. Your customers will require this data from you.

Q11. How do I respond to the Carestream letter concerning BOMcheck?

A11. Please respond to the Carestream letter with your decision on choosing to join BOMcheck by email at: suppliermaterialcompliance@carestream.com. When you join BOMcheck, you will conclude a separate contract with ENVIRON by following the instructions at www.BOMcheck.net. Further details can be found at www.bomcheck.net/suppliers.

Q12. How do I join BOMcheck and create an account?

A12. Follow the instructions at www.BOMcheck.net. Further details are available at www.bomcheck.net/suppliers.

Q13. I am already a member of BOMCheck. What do I need to do, if anything?

A13. You will need to update your list of manufacturing customers on BOMcheck. Use the manufacturer's list tool to update your list of manufacturing customers with Carestream Health. BOMcheck will send Carestream an update notification to inform us that you are already on the system.

Q14. What if I do not want to join BOMCheck?

A14. Carestream will not receive RoHs data individually from each of our suppliers every six months to comply with RoHs. To remain active with Carestream, we are requiring that our suppliers meet these obligations by joining BOMcheck. (See the benefits in Q5.) We strongly urge you to support Carestream in meeting these requirements.

Q15. Will there be training supplied by BOMCheck?

A15. Yes, it is included in the supplier paid annual fee for authorized users on BOMCheck. Refer to www.bomcheck.net/suppliers for more information.

Q16. I am a contract manufacturer; what do I need to do for BOMCheck?

A16. You will need to join BOMcheck. Follow the instructions at www.BOMcheck.net. Further details are available at www.bomcheck.net/suppliers.

Q17. Do you require test data to be submitted as part of compliance?

A17. Yes, material construction data and/or restricted materials test reports will be required to provide proof of compliance.

Q18. My parts or components are RoHs compliant. Do I still need to join BOMcheck and report?

A18. Yes, the test data and documentation need to be loaded into BOMcheck.

Q19. I am only a dealer or distributor; do I still need to join BOMcheck?

A19. Your value to Carestream as a dealer or distributor is to provide services and products. Since your company controls the supply chain for component parts, we need you to work with your sub-tier suppliers to provide BOMcheck data. You can collect and load the data from them or have them join BOMcheck and input data for the parts they supply to you.

Q20. I have this information in an IPC 1752 document do I still need to supply the information in BOMCheck?

A20. Yes, the data needs to be accessible via BOMcheck so that a comprehensive report can be generated for our individual products from the data provided. BOMcheck uses the latest IPC-1752A format.

Q21. What is REACH?

A21. REACH is the European Community Regulation on chemicals and their safe use ([EC 1907/2006](#)). It deals with the **R**egistration, **E**valuation, **A**uthorization and **R**estriction of **C**hemical substances. The law entered into force on 1 June 2007.

Q22. What materials are included in the REACH?

A22. The list of chemical substances can be found in the European Chemical Agency (ECHA) website: <http://echa.europa.eu/>.

Q23. What components are usually included?

A23. All components are covered and will need data provided. This includes labels that are adhered to your product.

Q24. I believe my parts/components are exempt; do I still need to report compliance in BOMcheck?

A24. Yes, we need to have data and documentation to confirm compliance of our products. BOMcheck will filter for RoHS exemptions.

Q25. How do I get restricted materials information on my parts/components? What do I need to do with my suppliers or distributors?

A25. Send letters to your suppliers and distributors requesting them to join BOMcheck. Your suppliers will need to provide you with data and/or test reports for all parts/components.

Q26. Which part # do I report in BOMcheck CSH or my companies?

A26. You will need to provide both your part number and Carestream's part number in order for us to cross reference the parts.