

Record-keeping Checklist



Australian Government

Department of Health

Australian Industrial Chemicals Introduction Scheme

Exempted introductions

Polymers that are comparable to listed polymers

Use this checklist to make sure you have the records to prove your introduction is authorised as an **exempted introduction — polymers that are comparable to listed polymers** — if you first introduced your polymer **on or after 1 July 2020**. The records we'll accept indicate the type and level of information you must keep. You must give us these records if we ask for them. Any declaration must be dated prior to your introduction.

Chemical identity

- If you know the CAS number — a record of it, plus the CAS or INCI name.
- If you know the proper name (CAS or IUPAC) but no CAS number is assigned — a record of the proper name.
- If you don't know the proper name — a record of the name you use to refer to your chemical and a written undertaking from the supplier or manufacturer that they will give us the proper name (CAS or IUPAC) and CAS number (if assigned) if we ask for them.

Introduction requirements

You will need all of the following items. If you **don't know** the proper name, you will need a written undertaking from the supplier or manufacturer confirming each of the following items. They must provide records to prove each of the following items, if we ask for them.

- Records to prove your chemical:
 - isn't listed in Annex III of the Rotterdam Convention; Part 1 of Annex A, B or C of the Stockholm Convention on POPs; or section 71, 72 or 73 of the General Rules.
 - isn't listed on the Inventory with conditions of introduction or use that will be contravened.We'll accept a signed and dated declaration that these checks took place.
- A record of the CAS name and CAS number (if assigned) for the listed polymer.

- Records to prove:
 - that your polymer contains each of the reactants of the listed polymer.
 - the identity of each additional reactant and that each additional reactant does not constitute more than 2% by weight of your polymer.We'll accept a document from your supplier.

- If the terms of the Inventory listing for the listed polymer include a defined scope of assessment — records to prove that you are introducing or using your polymer in accordance with that defined scope. The information that we'll accept depends on the defined scope of assessment.

- If the terms of the Inventory listing for the listed polymer include conditions relating to its introduction or use — records to prove you are complying with those conditions for your polymer. The information that we'll accept depends on the conditions relating to its introduction or use.

- If the terms of the Inventory listing for the listed polymer include specific requirements to give us information — records to prove that you are meeting those requirements for your polymer. The information that we'll accept depends on the specific requirements.