

Post-introduction declaration for exempted introductions



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Australian Industrial Chemicals Introduction Scheme

industrialchemicals.gov.au

What is a post-introduction declaration?

A post-introduction declaration (PID) is a once-off declaration that you make at the end of the registration year for certain types of exempted introductions.

You submit your PID after the first time you import or manufacture (introduce) the chemical. After that, you no longer need to submit another PID for the same chemical introduction.

This is a reporting requirement under section 96A of the *Industrial Chemicals Act 2019* and section 36 of the *Industrial Chemicals (General) Rules 2019* (the Rules).

You must ensure that the chemical meets the requirements of the introduction category prescribed in the Rules and the Industrial Chemicals Categorisation Guidelines.



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How to determine if a PID is required

- The first step is to [categorise your chemical introductions](#).
- If your chemical introduction is categorised as exempted, take note of the type of exempted introduction that applies.
- You will need to submit a PID for the following types of exempted introductions:
 - polymers of low concern
 - low-concern biological polymers
 - the highest indicative risk for your introduction is very low risk – for example, chemicals that you have categorised as **very low risk** for human health and the environment.



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Who can submit the information

The following people can submit the information:

- the registered importer or manufacturer who introduced the chemicals; **or**
- their agent or consultant.



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When to submit a PID

The post-introduction declaration is due by **30 November** every year following the end of the previous registration period: 1 September – 31 August.

You can create and save your draft PIDs during the year and submit them at the end of the registration year.

Note: The first PID is due by **30 November 2021** and covers the period **1 July 2020 – 31 August 2021**.



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Information that you will need to submit

- For polymers of low concern:

You will need to know the total number of different polymers of low concern that you have introduced for the first time in a registration year.

- For low concern biological polymers:

You will need to know the total number of different low concern biological polymers that you have introduced for the first time in a registration year.



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- For introductions where the highest indicative risk is very low risk:

You must submit a separate post-introduction declaration for each chemical you introduced for the first time under this exempted introduction type in a registration year.

The required information includes:

- the name of the industrial chemical – for example, the marketing name, trade name or name that you use to refer to the chemical.
- the proper name (this includes the CAS name or IUPAC name) and the CAS number (if assigned) for the chemical.
- if you don't know the proper name of the chemical and the total introduction volume is less than 10kg, you'll need to submit the name of the person who holds information about the chemical's identity.



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- For introductions where the highest indicative risk is very low risk (cont'd)

- If you don't know the proper name of the chemical **and** the total introduction volume is more than 10 kg:

- you will need to provide the chemical identity holder's AICIS Business Registration number (beginning with 'NIC') and contact name.
- we will notify the chemical identity holder to submit the chemical identity information separately; and
- they must submit the chemical identity information before you can submit your PID.

Declaration type

Select registration year*

Select

Select the type of importation or manufacture (introduction) that you are declaring*

Highest indicative risk is very low risk

What is the name of the industrial chemical? (For example, marketing name, trade name or name that you refer to the chemical)

Do you know the proper name of the industrial chemical? (This includes the CAS name or the IUPAC name)

Yes No, but my supplier, manufacturer or someone else knows

During the registration year, did you import or manufacture (introduce) a total quantity of 10 kg or less?

Yes No

Who is the chemical identity holder?

Business lookup No business is currently selected

Business contact lookup No contact is currently selected

Save Cancel

- For introductions where the highest indicative risk is very low risk (cont'd)
 - the total volume and end use of the chemical

Declaration type Chemical identity Related to introduction

What was the total volume of the industrial chemical that you introduced in Australia during the registration year?*

25 kg or less

More than 25 kg and less than (or equal to) 100 kg

More than 100 kg and less than (or equal to) 1,000 kg

More than 1,000 kg and less than (or equal to) 10,000 kg

More than 10,000 kg

What was the end use of the industrial chemical?*

Select all that apply. To do this, press and hold the CTRL key.

Adhesive and sealant products
Air care products
Anti-freeze and de-icing products
Apparel and footwear care products

Note: Refer to the Industrial Chemicals Categorisation Guidelines for the full list of end uses and the definition of each end use, if you are not sure.



- For introductions where the highest indicative risk is very low risk (cont'd)

- the maximum concentration of the chemical at end use.
- if the end use is in cosmetics, a statement about the use of animal test data to determine the highest indicative risk for the introduction.

What was the maximum concentration of the industrial chemical at the end use?*

- Less than 0.1%
- 0.1%, or 1%, or between 0.1% and 1%
- More than 1% and less than (or equal to) 25%
- More than 25% and less than (or equal to) 100%

Was the end use of the industrial chemical in a cosmetic? *

- Yes
- No

Select the statement which applies to your introduction where the end use of the industrial chemical was in a cosmetic.*

- I did NOT use animal test data from tests conducted on or after 1 July 2020 to determine the highest indicative risk for the chemical.
- I introduced the chemical for an end use solely in cosmetics AND I used animal test data from tests conducted on or after 1 July 2020 to determine the highest indicative risk for the chemical in the circumstances mentioned in the General Rules Section 34.
- I introduced the chemical for multiple end uses (including an end use in cosmetics) AND I used animal test data from tests conducted on or after 1 July 2020 to determine the highest indicative risk for the chemical. This animal test data is of a kind mentioned in the General Rules Section 31.



Save

Cancel

How do I submit a PID?

Step 1: Log on to the [AICIS Business Services](#) online portal using your username and password.

Step 2: On the home page, go to the 'Post-Introduction Declaration (PID)' tile and click 'View your PID portfolios'.

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AICIS Business Services

Business details Users Registration Payments Annual declaration Chemical inventory

Current Registration
2020-21
[Change registration amount](#)
[Download Certificate](#)

Open Registration
2021-22
[Register now](#)
[Advise of non-renewal](#)

Post-Introduction Declaration (PID)
[Work out if a PID is required](#)
[View your PID portfolios](#)
[Provide chemical identity for a PID](#)

Search Confidential Inventory
[Start a new confidential search](#)
[View your confidential search](#)



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Step 3: If you are creating a PID for the first time, click 'Create a PID portfolio' and complete the portfolio form.

Post-introduction Declaration (PID) Portfolio Dashboard

[Create a PID portfolio](#) ←

Show entries

Portfolio ID	Business name	Business contact
No data available in table		

Note: You can also nominate an agent or consultant to complete and submit the PID on your behalf.

Business contact*

Declaration contact selection*
 From my business Nominating an agent

[Agent business look up](#)

An acknowledgement email will be sent to your nominated agent once saved

[Save](#)


Note: If you have an existing PID portfolio, go to Step 4. You can click on each Portfolio ID number to view the PID Portfolio information.

Step 4: Click 'PID dashboard' next to the relevant portfolio in the Actions column. If you don't see the 'PID dashboard' button, click the (+) symbol next to the portfolio's name.

Step 5: For a new PID, click 'Create a new post-introduction declaration (PID)'.


Note: If you have created a draft PID previously, go to Step 8 to submit your PID.

Search:

	Draft declarations	Actions
	1	 PID dashboard

Post-introduction declarations (PID) for exer

Only some exempted introductions require a PID. Before you create a n

[Create a new post-introduction declaration \(PID\)](#) 

Show entries

PID ID	Created date	Registration year	Type of PID
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Step 6: Select the relevant registration year and the type of introduction that you are declaring from the drop-down boxes and click 'Save'.

Declaration type

Note: This is a dynamic form. New questions may appear depending on your selected answer.

Select registration year*

Select

Select the type of importation or manufacture (introduction) that you are declaring*

Select

Save Cancel

Step 7: Continue to work through each section of the PID. The information you need to submit will depend on the type of introduction you have selected.



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Step 8: Complete the declaration and check the declaration box. You can either:

- click 'Save' to save the draft PID; **or**
- click 'Submit' to finalise your PID.

Declaration type

Chemical identity

Related to introduction

Declaration

I declare that the information I have given is true, correct and complete. Giving false or misleading information is a serious offence.

Name *

Job title *

Save

Cancel

Submit



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Thank you!



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