

ePIC User Manual for National Enforcement Authorities

June 2020

ABC

Version	Changes	Date
1.1	Search for import notifications – new search criteria Declarations by companies added (Special RINs other than research and development purposes and SDS language) Search criteria enhanced Relevant screenshots updated	May 2020
1.0	Initial Release	February 2016

Title: ePIC User Manual for National Enforcement Authorities

Reference: ECHA-20-H-10-EN

Cat. number: ED-01-20-330-EN-N

ISBN: 978-92-9481-590-3

DOI: 10.2823/941126

Date: June 2020

Language: English

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European Chemicals Agency

Mailing address: P.O. Box 400, FI-00121 Helsinki, Finland

Visiting address:., Telakkakatu 6, Helsinki, Finland

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1. Introduction

1.1 Objective

The purpose of this manual is to provide guidance to National Enforcement Authorities (NEAs) on how to navigate in ePIC in order to search e.g. export notifications and other information related to Regulation (EU) No 649/2012 of the European Parliament and of the Council of 4 July 2012 concerning the export and import of hazardous chemicals, hereinafter referred to as the PIC regulation.

The chapters in this manual aim to describe how ePIC, the IT system developed for the facilitation of the PIC regulation functions in order to allow verification of export notifications and other PIC submissions made by industry to the Authorities.

All ePIC manuals prepared by ECHA can be accessed on the [ECHA website](#).

For further information on the PIC Regulation itself, please see the Guidance document on PIC on the [ECHA website](#).

1.2 Icons, abbreviations and terminology

This manual uses various icons and specific abbreviations throughout. The icons are displayed in particular area of the text to highlight useful or important information.

The following icons are used throughout this manual:



Useful information, guidance, assistance



Very important note

The following abbreviations are used throughout this manual:

Annex I	Annex I to Regulation 649/2012
Annex V	Annex V to Regulation 649/2012
CN code	Combined Nomenclature code
COM	European Commission – DG Environment
CUS code	European Customs Inventory of Chemical Substances code
DNA	Designated National Authority
ECHA	European Chemicals Agency
EDEXIM	European Database for Export and Import of dangerous chemicals
HS code	Harmonised System code
LE	Legal Entity
MS	Member State

NEA	National Enforcement Authority
PIC	Prior Informed Consent
RIN	Reference Identification Number
SDS	Safety Data Sheet
UUID	Universally Unique Identifier

2. General Principles

2.1 What is ePIC?

ePIC is an IT system developed and maintained by ECHA, with the aim of ensuring that the processes required under the PIC regulation are supported by an appropriate IT tool. ePIC consists of three independent interfaces, one dedicated to industry users, one to authority users (ECHA, DNAs, NEAs and the Commission) and one for customs users. The application facilitates the secure exchange of information between industry users and authority users.

2.2 Industry interface

The ePIC industry interface is dedicated to industry users, allowing for the secure submission of notifications and exchange of information with authority users. Through this interface, industry users can view and update their own data and monitor their notifications. Through the industry interface, industry users can login to ePIC and:

- submit export notifications,
- submit special RIN requests (single and bulk),
- submit their reports on exports/imports pursuant to Article 10,
- manage their mixtures and articles,
- request a waiver (if applicable),
- view the status of submitted notifications and special RIN requests,
- complete tasks assigned by authority users (e.g. re-submission requests), and
- verify whether a particular export can take place or not,
- verify whether an importing (non-EU) country has provided information on the import of certain chemicals or categories of chemicals.

2.3 Authority interface

The ePIC authority interface is dedicated to authority users, supporting the day-to-day work in the regulatory process. Through this interface, DNA users can process their tasks and forward them to ECHA/COM (as relevant), as well as communicate securely with industry users. The NEA interface is specifically customised for the needs of the NEAs.

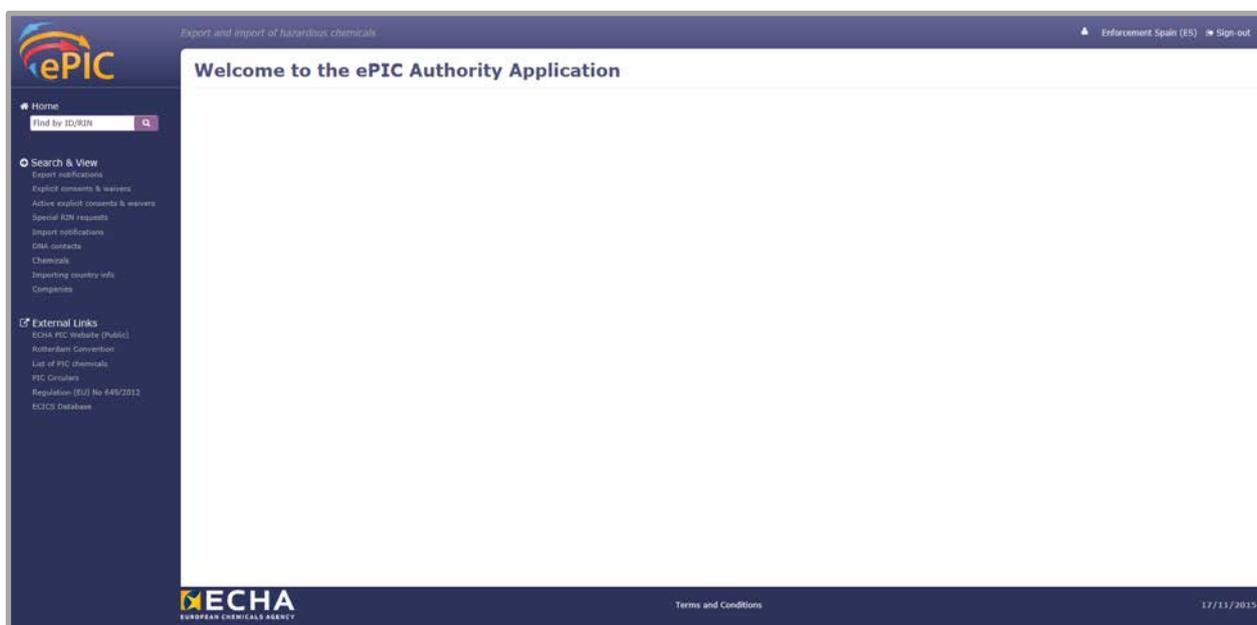
2.4 Customs interface

The ePIC customs interface is dedicated to customs officers, providing them information regarding the details and status of the export (e.g. content, destination country and whether the export is allowed or not at a given moment in time).

3. Home Page

After logging into the application, the user is presented with the “Home page” of ePIC. (Figure 1) The home page is the starting point for performing a search on the database for e.g. a certain export notification.

Figure 1: Home Page



The **Home Page** can be divided into three main parts:

- On top of the display is the newsfeed. The newsfeed is used to display two different types of announcements: news and alerts. Alerts are displayed in a red message box, while news is in blue. In most cases alerts are used when users are required to take certain actions, while news items are to provide more general information.
- The left-hand side menu serves as a navigator through the application. At the top it features a “Quick Search Field”, where the user can search for cases by using either the relevant ID (for explicit consents and waivers) or the RIN (for export notifications). Below the quick search feature, the quick search links by case type are accessible. Furthermore, a section with useful external links (ECHA PIC website, Rotterdam convention, EU PIC regulation, etc.) is also displayed.
- The top-level bar provides basic information regarding the user logged in and a shortcut to sign-out.

4. Searches and pre-defined lists

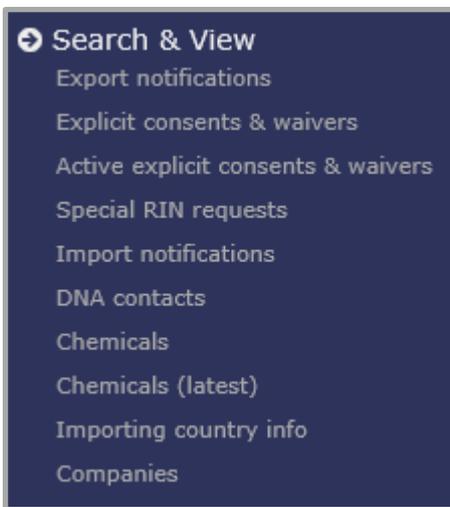
ePIC offers a powerful search engine with a wide variety of searching and filtering options. Additionally, the application offers some pre-defined search options which are accessible either from the home page or from the left-hand side menu.

4.1 Search & View

Under the Search & View section the user may search for data (export notifications, explicit consents, etc.) using pre-defined search forms.

When clicking on one of the search links from the left navigation menu (Figure 2), the system directs user to the relevant search page with some default filters but without displaying any results. (Figure 3)

Figure 2: Search & View



If needed, the user may further define the appropriate search by including additional criteria. This can be done by entering the RIN or CAS number, selecting relevant options from drop-down list(s) and selecting/de-selecting checkboxes. The search result(s) will be displayed after clicking on 'Search'.

Figure 3: Search criteria

Search for Export Notifications/Special RIN Requests

Search Criteria

RIN:

Member State:

Exporter:

Importing country:

CAS#:

Chemical (C):

Mixture (M):

Article (A):

Search For: Special RIN requests
 Export Notifications

Export year: From
To

Notification Status: Draft
 Pending resubmission
 Pending DNA check
 Pending ECHA validation
 Validated
 Rejected

RIN Status:

The following pre-defined search options are available under the “Search & View” section:

4.1.1 Export notification

Using this functionality, the user can search for export notifications. The results are displayed depending on the defined search criteria.

The following criteria are available for defining your search. Please note that some of the options are pre-selected but can still be modified as needed.

- RIN: If known, the RIN of an export notification can be entered here.
- Member State: Country of the NEA user is pre-selected by default.
- Exporter: If searching for submissions from a specific exporter, it can be selected from the drop-down list. The exporters are only listed after an EU Member State has been specified (i.e. it is not possible to search for all EU exporters in one go).



ePIC went live on 1 September 2014. The exporter list shows companies with accounts in ePIC. The exporters who did not claim their data from the old submission tool EDEXIM to ePIC are displayed as “EDEXIM exporter (xxxxxx....)”. However, the full set of data is available for these exporters in ePIC but is more easily searchable using other parameters (e.g. substance, importing country, year of export, etc).

- Importing country: The importing country can be selected from a drop-down list.
- CAS #: The CAS number can be defined in this field.
- Chemical/Mixture/Article: Using the three separate drop-down lists, the user can define the specific chemical / mixture / article for which the submissions should be searched for.

In case of searching for mixtures or articles, the relevant Member State must be selected first.

- RIN status: The search results can be filtered based on the RIN being active / inactive / disabled. If active or inactive is selected, a date should also be added to the field that activates once the selection has been made.
- Search for: A set of checkboxes to limit the search to export notifications or Special RIN requests. As a default setting, "Export notifications" is selected.
- Export Year: Using the "From – to" free text fields an interval can be defined. As a default setting, the current and the upcoming years are selected.
- Notification Status: A set of checkboxes, where the search can be performed by one or more notification statuses (Draft; Pending resubmission; Pending DNA check; Pending ECHA validation; Validated; Rejected).

4.1.1.1 Search results

After performing a search on multiple export notifications, for example the following columns are shown: RIN, Name of the substance, Importing country, Type of notification, Submission date, Export date and Status. In the last column, Actions, a pdf of the export notification can be downloaded (Figure 4).

Figure 4. Search results for export notifications

RIN	Name	Importing country	Type	Submission Date	Export Date	Status	Actions
			M	26/01/2016	01/03/2016	Validated	📄
			M	22/01/2016	26/02/2016	Validated	📄
			C	20/01/2016	26/02/2016	Validated	📄

- RIN
Clicking the RIN, the export notification is opened. Next to the RIN is a symbol showing whether RIN is inactive or active. For more detailed description of the of the export notification view, see Chapter "4.1.1.2 View export notification".
- Type
The type column shows one of the following values:
 - A - article
 - C - chemical
 - M - mixture
 - B – bulk submission (only for special RINs).
- RIN statuses
Active The status of a RIN becomes active when:
 - the notification is fully processed;
 - the expected date of export is reached;
 - additionally, for chemicals listed in parts 2 or 3 of Annex I, a valid, positive explicit consent (or waiver) is available.

An active RIN provides an indication to Customs that a given export should be

allowed.

Inactive A RIN is inactive when:

- the notification has not been fully processed yet;
- the expected date of export is in the future;
- additionally, for chemicals listed in parts 2 or 3 of Annex I, a valid and positive explicit consent (or waiver) is not available.

Disabled A disabled RIN implies that a negative explicit consent is available in the system for the substance/mixture/article from the importing country.

Expired Export notifications are valid for a maximum of one calendar year. Once their validity has passed their status is changed to “expired”.

Rejected In case the submission was not accepted by the DNA, its status becomes “rejected”.

4.1.1.2 View export notification

Click on the RIN to view the notification (Figure 5).

Figure 5: Selecting to view the notification

Records found: 1521

RIN	Name	Importing country	Type	Submission Date	Export Date	Status	Actions
	Benzene	Taiwan	M			Draft	⬇
	Chloroform	Uruguay	C			Draft	⬇
	Mercury dichloride	Liechtenstein	C			Draft	⬇
	Nonylphenol ethoxylates (C2H4O) _n C15H24O	Turkey	C	01/08/2014	13/11/2014	Pending DNA check	⬇
	Methyl-parathion (emulsifiable concentrates (EC) at or above 19.5 % active ingredient and dusts at or above 1.5 % active ingredient)	Argentina	C	31/07/2014	17/10/2014	Pending DNA check	⬇
View notification for Nonylphenol ethoxylates (C2H4O)_nC15H24O		Argentina	C	31/07/2014	17/10/2014	Validated	⬇
	Acaphate	Andorra	C	31/07/2014	15/10/2014	Pending DNA check	⬇

Opening the export notification the status of the notification is shown at the top of the display (Figure 6).

Figure 6. Status of export notification



The event history, message history and submission history information can be accessed from the “View” button in the top right corner (Figure 7).

Figure 7: View button in a notification

Under the Event history all the steps taken for that export notification by the exporter, DNA, ECHA and COM are shown, together with the date.

The user finds all communication that has taken place between the exporter and the authorities with relation to this submission in the messages. For example, if the task is for an export notification for which the DNA had requested further information, the exporter can resubmit it including an explanation in the message field. This message, together with the DNA's original request would be displayed. In case a notification has been rejected, the reason needs always to be stated. All the messages related to that specific export notification are visible and can be found in messages; click 'Message history' (Figure 7).

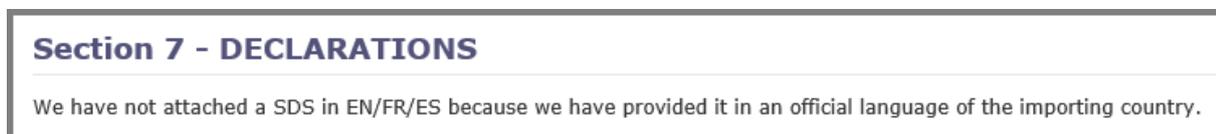


An exporter can only see the messages for which he is the writer or the recipient. Authority users (i.e. DNAs, NEAs, COM and ECHA) have full visibility on all messages.

Under Submission history e.g. the submitted notification and safety data sheet are visible, and the date of submission.

If the exporter has provided any declarations or any clarifications upon submission of the export notification, they are available in Section 7 of the notification form.

If the exporter provided a SDS which is not in the principal language of the importing country, he must select one of the two declarations as relevant (Figure 8 and Figure 9). The declaration is visible in Section 7 of the notification form – "Declarations".

Figure 8: SDS provided in the official language of the importing country**Figure 9: Justification for an SDS provided in English**

If an Emergency Situation in section 3.1 is selected, the exporter cannot submit the notification

unless he declares that the export relates to an emergency situation in accordance with the provisions of article 8(5) of the PIC Regulation by selecting the dedicated check box. The declaration is visible in the Section 7 – Declarations of the notification form (Figure 10).

Figure 10: Declaration of an emergency situation

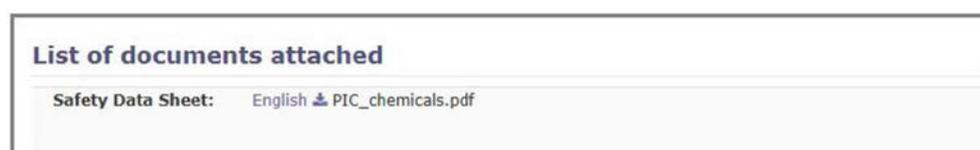


Section 7 - DECLARATIONS

In accordance with the provisions of Article 8(5) of the PIC Regulation, we declare that any delay in this export may endanger public health or the environment in the importing country.

The SDS (if available) can also be found at the bottom of the export notification window in the “List of documents attached” section (Figure 11). To open the document, click on the file name.

Figure 11: List of documents attached



List of documents attached

Safety Data Sheet: English  PIC_chemicals.pdf

4.1.2 Explicit consents & waivers

Explicit consents and waivers are both submitted and processed in full within ePIC. The positive or negative response to an explicit consent request received from a non-EU importing country is registered in ePIC. As the response from the importing country is received outside the system (via e-mail/FAX/surface mail), manual registration is required. Registration is performed by the recipient EU DNA. After the Member State DNA has recorded the metadata from the consent, it shall be double-checked by ECHA before being made available on the explicit consent list and for processing.

In ePIC waivers can be distinguished from explicit consents. To help the user distinguish between waivers and explicit consents, the system displays a “(W)” after the ID of the waiver in the ID column of the results.



As explicit consents and waivers were not distinguished from each other in EDEXIM, the migrated ones can also not be distinguished in ePIC. The distinction is therefore only available for consents/waivers submitted within ePIC.

To search for explicit consent or waivers, please select the “Explicit consents & waivers” functionality under the “Search & View” section (Figure 12).

Figure 12: Search for Explicit consents and Waivers

Search for Explicit Consent/Waiver Requests/Responses

Search Criteria

Referenced RIN:

Member State:

Importing country:

Chemical (C):

Chemical Type:

Use category:

Search For: Explicit consents
 Standard waivers (W)
 OECD waivers (W)

Request Status: Pending
 Accepted
 Rejected
 Closed
 Cancelled

Submitted:

Valid consents/waivers:

The following criteria are available to filter your search. Please note that some of the options are pre-selected but can still be modified as needed.

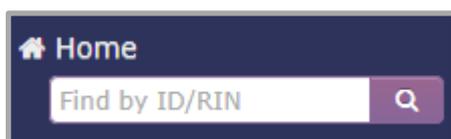
- Referenced RIN: The RIN of the notification for which the consent / waiver was requested.
- Member State: Country of the NEA user is automatically selected.
- Importing country: Drop-down list available.
- Chemical: The chemical for which the consent / waiver was requested.
- Chemical type: From a drop-down list the user can select the specific substance or mixture the consent / waiver should be searched for. If left empty, the search will be performed on both.
- Use category: From a drop-down list the user can select industrial chemicals (C), pesticides (P) or industrial chemicals and pesticides (CP).
- Search For: A set of checkboxes to indicate if the user is searching for explicit consent / standard waiver / OECD waiver (A detailed description on the differences between a "Standard" and an OECD waiver can be found in Chapter 5.1).
- Request Status: A set of checkboxes to indicate whether the user is searching for Pending / Accepted / Rejected / Closed / Cancelled explicit consents or waivers.
- Submitted: with the help of this feature, results can be filtered using the date when the consent / waiver was registered in ePIC. From the drop-down list the user can choose by using the "before" and "after" options. A date can be specified, in the dedicated field. The search results displayed will depend on the date(s) specified. As a default value, the search results will display consents / waivers registered after 1 January of the year 4 years before the current one (e.g. if today is 17 October 2017, the default value will be 1 January 2013) as they are potentially still valid.
- Valid consents/waivers: With this search criteria the user has the opportunity to filter for consents / waivers that are valid on or expire by a given date.

The result will show the status of the waiver. In case the waiver proposal is valid, DNA sends it to European Commission for final decision and the status is "Pending" until EC has made the final decision. The status "Accepted"/"Rejected" is shown depending on EC decision on the waiver proposal. If the DNA finds the proposal invalid, the status is set "Rejected".

An explicit consent can also be found in the following ways:

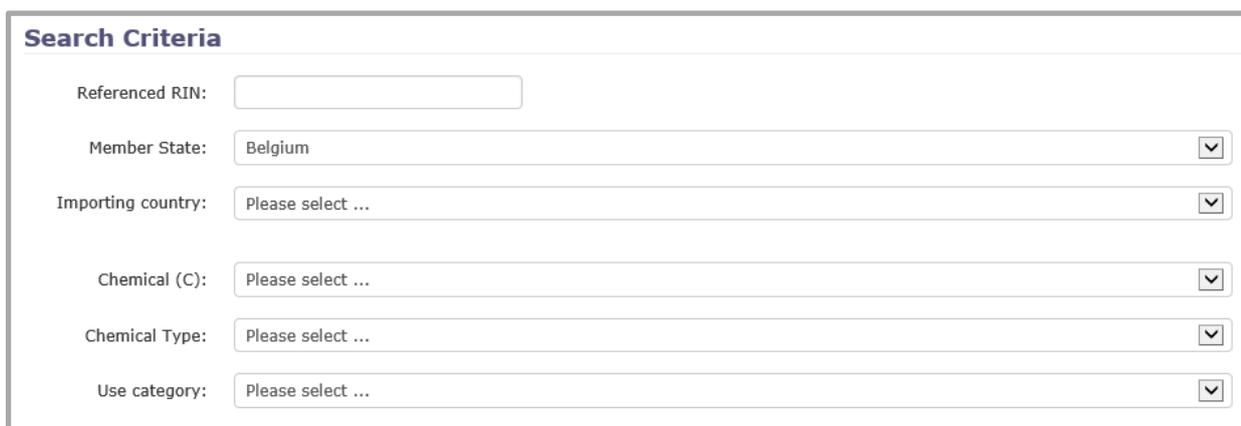
- If the explicit consent ID is known, it can be entered into the search field on the top left corner of the application (Figure 13).

Figure 13: Search for relevant explicit consent (2)



The RIN for which the explicit consent was requested can also be used as a search criteria (except for RINs made in EDEXIM), if the "Explicit consents & waivers" functionality under the "Search & View" section is used (Figure 14). Please note that this option is not available if the RIN was migrated from EDEXIM.

Figure 14: Search for relevant explicit consent request (3)



- Using a combination of various search criteria in the "Explicit consents & waivers" functionality (Figure 15 & Figure 14).

Figure 15: Search for relevant explicit consent request (4)

The screenshot shows a search form with the following elements:

- Search For:** Three checkboxes: Explicit consents, Standard waivers (W), and OECD waivers (W).
- Request Status:** Five checkboxes: Pending, Accepted, Rejected, Closed, and Cancelled.
- Submitted:** A dropdown menu with options: "Please select ...", "after" (highlighted), and "before". To the right is a date input field containing "01/01/2014" and a calendar icon.
- Valid consents/waivers:** A dropdown menu with "valid on" selected and a small downward arrow. To the right is an empty date input field with a calendar icon.

4.1.3 Active explicit consents & waivers

The functionality provided under this menu is similar to the one described in Chapter 4.1.2, the difference being that by default it is narrowing down the search to cover only explicit consents / waivers that are still valid when the search is being performed.

The following pre-defined selection differs compared to the search for “Explicit consents & waivers” functionality described above:

- **Valid consents/waivers:** Using this criteria, the user has the opportunity to filter for consents / waivers that are valid on or expire by a specific date. As a default setting, it is set to search for consents / waivers, which are valid on the day of the search.

4.1.3.1 Attached documents

The actual explicit consent document (which could be the EU form, an email, etc.) received from the non-EU DNA is available in ePIC.

The document attached is visible in the Available documents section.

The positive or negative response to an explicit consent request received from a non-EU importing country is registered in ePIC. As the response from the importing country is received outside the system (via e-mail/FAX/surface mail), manual registration is required. Registration is performed by the recipient EU DNA

4.1.4 Special RIN requests

The functionality provided under this menu is similar to the one described in Chapter 4.1.1, the difference being that by default Special RIN requests are being searched for.

4.1.5 Import Notifications

Using the “Import notifications” function, the user can list export notifications sent to the EU from non-EU countries (Figure 16).

Figure 16: Search for Import notifications

Import Notification

Search Criteria

Importing EU Member State: Import year: From To

Exporting country:

Annex I entry:

Chemical to be imported:

CAS number:

Import notification ID:

The following criteria are available to define your search. Please note that some of the options are pre-selected but can still be modified as needed.

- Importing EU Member State: The Member State of the NEA user is automatically selected
- Exporting country: The country from which the import originated
- Import year: Using the “From” – “To” fields, the user can define an interval for which the search should be executed. The current year is selected by default.
- Annex I entry: Imported Annex I chemical (in case the imported chemical belongs to Annex I)
- Chemical to be imported: Name of the imported chemical (for chemicals which are not included in Annex I)
- CAS number: CAS number of the imported chemical (if available)
- Import notification ID: If known, the ID of an import notification can be entered here.

4.1.6 DNA contacts

DNA contacts are listed in ePIC by country. The user must select the relevant country from the drop-down list and click on ‘Search’ (Figure 17). The contact details of the country will be displayed.

Figure 17: Search for DNA contact details

There is an option to download the full list of DNA contacts in PDF format. The user must click on 'Download full list in PDF' to download the PDF file.



Please note that there is a degree of risk associated with printing hard copies of the DNA contacts, as the contacts are subject to change over time.

4.1.7 Chemicals

Chemicals are searchable by chemical name and "chemical version" status (i.e. Any / In force / Not yet PIC / Removed from PIC), regulation amendment, CAS number, Annex and Part. The user can define one or more of the search criteria.

By default, the chemical version status is "In force (today)" (Figure 18).

If a new Regulation amendment includes a group entry, it is populated by ECHA and made available when the amendment is added to ePIC. The groups are not fully-comprehensive and can be further populated over time. The menu item "Chemicals (latest)" provides a search on substances that ECHA has added to Annex I group entries after the group was originally introduced by an amendment.

N.B. The search lists substances which were added after 8 November 2017 when this feature was added to ePIC.

Figure 18: Search for Chemicals

4.1.8 Specific information from importing countries

Specific information which potentially has an impact on submissions (e.g. that the importing country waived their right to receive export notifications) is stored in "Importing country info" section.

It can be accessed by selecting "Importing country info", under the "Search & View" menu on the left-hand side.

Once the user is in the "Importing country info" section, (s)he can search for the available documents. The search is carried out by selecting the appropriate importing country from the drop-down list and clicking on the "Search" button.

The results – if any document is available – will be displayed in a table. The table contains the following information:

- Importing country: the name of the importing country will be displayed in this column.
- Chemical/Category: Whether the available information is related to a single chemical or to a specific category (e.g. pesticides), the relevant information will be displayed here. In case the information provided here is underlined, it is a hyperlink which points to another website.
- Documents: The relevant document / information is accessible from this column.
- Visible to industry: Whether the information is also available to industry users.

 It is possible to search for all documents stored in this part of the system, by leaving the drop-down selection on the value "Please select..." and clicking on the "Search" button.

4.1.9 Exporting the list of companies (and contact details) who have an ePIC account from the NEA's Member State

The NEA has access to the list of companies (and related contact details) registered within his/her Member State. This information can be exported from ePIC in an Excel format by clicking on "Companies" in the "Search & View" section of the left hand side menu.

 Depending on the number of companies registered in the given Member State, the generation of the report might take longer than expected.

The report contains two sheets within one workbook. The first sheet, labelled "ePIC users" lists all the ePIC users, while the second sheet labelled "Company contacts" provides the main contact details for each company.

 For the actual ePIC users, only certain contact details are available, based on what the user has provided on a voluntary basis. For the main company contacts, all information is mandatory. Please note that the latter contact details will not necessarily direct you straight to the PIC user but may, for example, be the company's switch board.

 NEAs only have access to that data on users and companies based in their own Member State.

4.2 Reset filtering

If you have made an incorrect selection in any field or wish to change the search criteria, you can do so by selecting a different value from the drop-down lists or by editing the content of the free-text fields.

Clicking on the "Clear" button will empty all the fields, including the ones that were previously pre-filled. A new search can be performed once all the required filtering options have been appropriately selected and/or filled in.

5. Waiver Proposal

5.1 Standard and OECD waivers

5.1.1 “Standard waivers”, according to Art 14(7)

For chemicals listed in Annex I Part 2 and 3, a positive, valid explicit consent is required in order for the export to proceed. If within 30 days of sending the original request for consent no response is received from the importing country’s DNA, a reminder will be sent. Similarly, if no response has been received within 60 days, a second reminder will be sent.

If, after all reasonable efforts, no response is received for the explicit consent request, the DNA, in consultation with the European Commission, assisted by ECHA, can decide that the export may still proceed.

For the above to happen one of the following criteria must be fulfilled:

- There must be evidence from official sources in the importing country, that the chemical is licenced, registered or authorised.
- The intended use declared in the export notification is not in the category for which the chemical is listed in Part 2 or 3 of Annex I, and there is evidence from official sources that the chemical has in the last five years been used in or imported into the importing country. Please note that the intended use in the importing country is declared in section 3 of the notification form whereas the use category of the final regulatory action is indicated in section 6.



The evidence required to approve a “Standard waiver” request is to be supplied by the exporter.



A “Standard waiver” cannot be proposed or approved earlier than 60 days after the original explicit consent request was made.

5.1.2 OECD waivers, according to Art 14(6)

For shipments of chemicals listed in Part 2 of Annex I, where the importing party is an OECD country, the DNA, at the request of the exporter, in consultation with the European Commission and on a case-by-case basis can decide that no explicit consent is required for the export to proceed.

A positive decision can be made only in case the following criterion is fulfilled:

- At the time of the proposed export, the chemical concerned is licensed, registered or authorised in the importing OECD country.



The evidence required to approve an OECD waiver request is to be supplied by the exporter.

6. Special RIN Requests

In the following cases:

- A company wishes to export an Annex I or Annex V substance for research and analysis in quantities of 10 kg or less, per year and per importing country;
- the intended export is for a chemical listed in Annex I part 3 and a positive import decision is published in the PIC circular;
- the importing country has waived the right to receive an export notification

an export notification is not needed but a so-called special RIN is required for administrative purposes. The special RIN will allow the export to proceed through customs, when leaving the European Union.

6.1 Viewing the contents of a Special RIN Request

The details of the Special RIN Request can be viewed after searching for a Special RIN request. The information will be displayed in a pop-up window.

The information displayed in the window varies depending on whether the Special RIN Request is a single or a bulk submission.

6.1.1 Available information in case of a “single” submission

In case of a single submission, the following information will be displayed:

- Importing country
- Chemical to be exported (also displaying whether the chemical belongs to Annex I (Part 1, 2 or 3) or Annex V)
- If available:
 - CAS #
 - EC #
 - HS codes for the substance / mixture
 - CUS code
- Expected date of export
- Intended use
- Intended use details
- Expected amount (per year)
- Importer name, address, telephone, fax and e-mail
- Exporter name, address, telephone, fax and e-mail

- Any potential supporting document
- A declaration from the exporter (in case of special RINs for exports other than for research or analysis purposes) in either of the following cases:
 - An importing country has waived its right to receive export notifications either for a specific chemical (exported as a substance or included in a mixture/article) or altogether. This information is provided in the "Importing country info" section of ePIC.
 - The exported chemical (exported as a substance or included in a mixture/article) is listed in part 1 and part 3 of Annex I to the PIC Regulation and the importing country is a party to the Rotterdam Convention AND has provided a positive import response in the latest PIC circular.

6.1.2 Available information in case of a Bulk submission

In case of a bulk submission, the window will display the following information:

- Importing country
- Intended year of export
- Exporter name, address, telephone, fax and e-mail
- Attached supporting documents containing all the relevant details.

A declaration from the exporter in case of chemicals listed in Annex V part 1, that the export will take place for the purpose of research or analysis

6.2 Special RIN Request for an Emergency situation

Special RIN requests for an emergency situation in Accordance with Article 8(5) are submitted through the standard export notification form.

If an exporter wishes to export under the "rules" of an emergency situation special RIN, (s)he has to follow the procedure of creating a "normal" export notification, with two additional steps:

- When filling in Section 3 of the export notification, the Emergency Situation (in accordance with Article 8(5)) must be checked and the free-text field has to contain a justification regarding the nature of the emergency situation.
- In the attachments section of the export notification the exporter must attach a document, with the relevant justification for the emergency situation.
- The exporter must declare that the export refers to an emergency situation in accordance with Article 8(5) by using a dedicated checkbox.

7. External Links

From the External Links section on the front page of ePIC (Figure 19) you may, for example, directly go to the PIC pages on the ECHA website.

Figure 19. External links in ePIC



PIC implements in the EU the Rotterdam Convention on the prior informed consent procedure for certain hazardous chemicals and pesticides in international trade; for further information on the Rotterdam Convention can be found under the Rotterdam Convention link.

The list of PIC chemicals link guides you to the Rotterdam Convention site where the Annex III chemical are listed together with the import responses for these chemicals provided by Parties to the Convention. In certain cases this information replaces the need for an explicit consent and should therefore be consulted. PIC Circulars are key publications for example for exchanging information on hazardous chemicals. It is published twice a year, and is available in English, French and Spanish.

Under this section, there is a direct link to the PIC Regulation and its amendments. The Regulation is available in 22 languages. The last link directs you to the ECICS database where you can search for EU customs codes for chemicals.

EUROPEAN CHEMICALS AGENCY
P.O. BOX 400,
FI-00121 HELSINKI, FINLAND
ECHA.EUROPA.EU