



## **Guidance for responding to the *Notice with respect to certain cobalt-containing substances* (the notice)**

**Published in the Canada Gazette Part I on June 2, 2012**

This document provides guidance for responding to the notice published in the *Canada Gazette*, Part I, on **June 2, 2012**, pursuant to paragraph 71(1)(b) of the *Canadian Environmental Protection Act, 1999* (the Act). The document is available for guidance only and, in case of discrepancy between this document and the notice or the Act, the official versions of the notice and the Act take precedence.

On October 8, 2011, the Minister of the Environment and the Minister of Health published in the *Canada Gazette*, Part I: Vol. 145 No. 41 that approximately 500 substances in nine groups have been selected as priorities for the second phase of the Chemicals Management Plan (CMP 2), and that are planned to be assessed over the coming five years. These substances have been selected for action based on the [categorization](#) exercise completed in 2006 required under section 73 of CEPA 1999, and new information received as part of the CMP 1.

The cobalt-containing substances group is based on a common moiety of ecological concern. Cobalt-containing substances have been identified both domestically and internationally to be a priority for assessment. A survey conducted for the *Domestic Substances List* Inventory Update identified that cobalt-containing substances may have a range of consumer applications including: paints and coatings, plastic and rubber materials, food packaging, ink toners and colourants that could result in exposure to humans, including children.

The first step is to collect basic data on the substances listed in Schedule 1 to the notice, in order to update the information available on quantities, uses, properties and commercial status. The information collected from the notice will inform both the human health and ecological risk assessment and possible risk management for this group-based evaluation.

In addition, the Ministers invite the submission of additional information by interested stakeholders. In particular, stakeholders are encouraged to provide data relating to physical-chemical, toxicity or any other properties of a substance, as well as data relating to the extent and nature of the management and stewardship of these substances. Stakeholders may also submit additional information with respect to these substances online, using the Stakeholder Interest Form available on the Government of Canada's Chemical Substances web site.

The **June 2, 2012** notice and all documents related to the collection of information are available through the Government of Canada's Chemical Substances website at [www.chemicalsubstanceschimiques.gc.ca](http://www.chemicalsubstanceschimiques.gc.ca).

## **Information for completion of the June 2, 2012 section 71 Notice**

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### **1. What is the purpose of the notice?**

The purpose of the notice is to gather information on 16 cobalt-containing substances in order to inform risk assessment and possible risk management activities.

The information collected from the notice may be used for assessing whether a substance is toxic or capable of becoming toxic, or for the purpose of assessing whether to control, or the manner in which to control, a substance.

The type of information being collected includes:

- whether the substances covered under the notice were manufactured, imported or used in Canada during the 2011 calendar year;
- the quantities of these substances manufactured, imported, used, or exported during the 2011 calendar year;
- the industrial sectors involved in the manufacture, import and use of the substances;
- the types of products, mixtures or manufactured items containing the substances;
- the purchasers of the substances; and
- available unpublished data or studies on mammalian toxicity, human epidemiology, or *in vitro* and *in vivo* genotoxicity.

Persons, including companies, having recent activity with respect to any of these substances may be contacted for follow-up.

### **2. Where can I get a copy of the notice?**

The notice was published in Part I of the *Canada Gazette*, pursuant to paragraph 71(1)(b) of the Act on **June 2, 2012**. Links to view the notice published in the *Canada Gazette* can be found on the Government of Canada's Chemical Substances website at [www.chemicalsubstanceschimiques.gc.ca](http://www.chemicalsubstanceschimiques.gc.ca).

### **3. What substances are reportable under the notice?**

The notice includes a list of 16 cobalt-containing substances considered as priority for action and the substances are listed below:

## Schedule 1 to the Notice

### Part 1 Substances

<u>CAS RN</u> <sup>1</sup>	Name of the Substance
8011-87-8	C.I. Pigment Green 19
10210-68-1	Cobalt, di-μ-carbonylhexacarbonyldi-, (Co-Co)
10534-89-1	Cobalt(3+), hexaammine-, trichloride, (OC-6-11)-
13455-25-9	Chromic acid (H <sub>2</sub> CrO <sub>4</sub> ), cobalt(2+) salt (1:1)
13782-01-9	Cobaltate(3-), hexakis(nitrito-N)-, tripotassium, (OC-6-11)-
21041-93-0	Cobalt hydroxide (Co(OH) <sub>2</sub> )
27685-51-4	Cobaltate(2-), tetrakis(thiocyanato-N)-, mercury(2+) (1:1), (T-4)-
38582-17-1	Cyclohexanebutanoic acid, cobalt(2+) salt
68988-10-3	Zirconium, dipropylene glycol iso-Bu alc. neodecanoate propionate cobalt complexes
72869-37-5	Zinc sulfide (ZnS), cobalt and copper-doped

### Part 2 Substances

<u>CAS RN</u> <sup>1</sup>	Name of the Substance
71-48-7	Acetic acid, cobalt(2+) salt
513-79-1	Carbonic acid, cobalt(2+) salt (1:1)
1560-69-6	Propanoic acid, cobalt(2+) salt
12602-23-2	Cobalt, bis[carbonato(2-)]hexahydroxypenta-
27253-31-2	Neodecanoic acid, cobalt salt
61789-51-3	Naphthenic acids, cobalt salts

<sup>1</sup> CAS RN: Chemical Abstracts Service Registry Number. The Chemical Abstracts Service information is the property of the American Chemical Society and any use or redistribution, except as required in supporting regulatory requirements and/or for reports to the Government of Canada when the information and the reports are required by law or administrative policy, is not permitted without the prior, written permission of the American Chemical Society.

#### 4. Who is required to respond to the notice?

As outlined in Schedule 2 to the notice, the notice applies to any person who, during the 2011 calendar year, satisfied any of the following criteria:

- (a) **manufactured** a total quantity greater than 100 kg of a substance listed in Schedule 1 to the notice, at any concentration;
- (b) **imported** a total quantity greater than 100 kg of a substance listed in Schedule 1 to the notice at any concentration, whether alone, or in a mixture;
- (c) **imported** a total quantity greater than 100 kg of a substance listed in Schedule 1 to the notice at any concentration, in a product or in a manufactured item, intended for use by consumers for non-commercial purposes;
- (d) **imported** a total quantity greater than 100 kg of a substance listed in Schedule 1 to the notice at a concentration greater than 0.1 percent by weight, in a product or in a manufactured item, intended for uses other than for use by consumers for non-commercial purposes;
- (e) **used** a total quantity greater than 1 000 kg of a substance listed in Schedule 1 to the notice at any concentration, whether the substance is used alone, in a mixture or in a product, in the manufacture of a mixture, product, or manufactured item.

A person must respond to the notice if they meet any of these reporting requirements.

For more information including examples, on what is a **consumer** and **commercial** activity, refer to Section 7.4 of this document.

The quantity of a substance that a person manufactured, imported or used should be determined based on the quantity of the substance itself, and not on the quantity of the product, mixture or manufactured item containing the substance. Examples of how to determine whether a company meets the reporting threshold are below:

##### **Example 1:**

###### **1) Company meets the reporting threshold:**

In 2011, if your company imported 400 kg of Product X that contains 50% of a reportable substance, then 200 kg of the substance was imported. The reporting threshold is met.

###### **2) Company meets the reporting threshold:**

In 2011, if your company imported 500 kg of Product X that contains 10% of a reportable substance and 300 kg of Product Y that contains 50% of the same

reportable substance, then a total quantity of 200 kg of the substance was imported. The reporting threshold is met.

3) Company does not meet the reporting threshold:

In 2011, if your company manufactured 80 kilograms of a reportable substance, then the reporting threshold is not met.

Subsection 71(3) of the Act states that every person to whom a notice was referred to under paragraph 71(1)(b) of the Act must comply with the notice within the time specified in the notice. The time specified in the notice is **October 2, 2012, 5 p.m.** Eastern Daylight Saving Time.

If the person subject to the notice is a company who owns more than one facility, a single response to the notice shall be submitted. The single response shall amalgamate the information from all facilities owned by the company for each applicable question in the notice, unless otherwise indicated.

#### ***4.1- Mixtures, Manufactured Items, and Products***

A **mixture** is a combination of substances that does not produce a substance that is different from the substances that were combined. For the purposes of the notice, mixtures include, but are not limited to, the following examples:

- prepared formulation,
- hydrate, and
- reaction mixture that are characterized in terms of their constituents.

A **manufactured item** is an item that is formed into a specific physical shape or design during manufacture and has, for its final use, a function or functions dependent in whole or in part on its shape or design. For the purposes of the notice:

- **manufactured items** include, but are not limited to, the following examples:
  - food packaging
  - toys, playground, and sporting equipment
  - formed automotive parts
  - plastics and rubber manufactured into a finished form
- **manufactured items intended for use by consumers for non-commercial purposes** include, but are not limited to, items where a consumer would potentially be exposed to the substance contained in the item (e.g. food packaging and toys). Examples of manufactured items that would not be intended for use by consumers for non-commercial purposes include items that are intended for industrial purposes (e.g. industrial machinery).

A **product** excludes mixtures and manufactured items. For the purpose of the notice:

- **products** include, but are not limited to, the following examples:
  - paints and coatings
  - ink toners and colourants

- **product intended for use by consumers for non-commercial purposes** include, but are not limited to, products where a consumer would potentially be exposed to the substance contained in the product (e.g. paint intended for children). Examples of products that would not be intended for use by consumers for non-commercial purposes include items that are intended for industrial purposes (e.g. industrial paints and coatings).

#### **4.2- Do I manufacture?**

Schedule 2 to the notice specifies that the notice applies to any person who, during the 2011 calendar year, manufactured a total quantity greater than 100 kg of a substance listed in Schedule 1, at any concentration.

The manufacture of a substance relates to the creation or production of the substance itself, and not to the manufacture of a mixture, product or manufactured item containing the substance.

“Manufacture” includes to produce or to prepare a substance, and also the incidental production of a substance.

Incidental production of a substance may occur if, during the process of blending or formulating, a chemical reaction occurs that results in the production of a substance that is reportable under the notice.

It is important to note that for the purposes of the notice, using a substance listed in Schedule 1 (either alone, in a mixture or in a product) to create or produce a mixture, product or manufactured item would be considered as “used” in Schedule 2 (see Section 4.4 of this document for more information on the reporting requirements for users).

#### **4.3- Do I import?**

Schedule 2 to the notice specifies that the notice applies to any person who, during the 2011 calendar year, imported a total quantity greater than 100 kg of a substance listed in Schedule 1 to the notice:

- at any concentration, whether alone or in a mixture;
- at any concentration in a product or in a manufactured item, intended for use by consumers for non-commercial purposes; or
- at a concentration greater than 0.1 percent by weight, in a product or in a manufactured item, intended for uses other than for use by consumers for non-commercial purposes.

Import relates specifically to the movement into Canada from another country of any substance identified in Schedule 1 to the notice or any mixture, product or manufactured item that contains such a reportable substance.

If you are aware that an imported substance is listed in Schedule 1 to the notice, or that an imported mixture, product, or manufactured item contains a substance listed in Schedule 1 to the notice, then you are required to report on this substance if you meet the reporting criteria.

For the purpose of the notice, possible situations where you are considered to “import” include, but are not limited to, the following examples:

**Example 2:**

- You purchased a substance listed in Schedule 1 from a foreign supplier, and the substance was shipped directly from the foreign supplier to your location in Canada.
- You ordered a mixture containing a substance listed in Schedule 1 from a foreign source, and the mixture containing the substance was shipped directly from the foreign source to a distribution warehouse in Canada, on your request.
- You received a product containing a substance listed in Schedule 1 to the notice as an internal company transfer from a foreign source.
- You purchased a manufactured item that contains a substance listed in Schedule 1 to the notice from a foreign source, and the manufactured item was shipped directly from the foreign source to your location in Canada. The manufactured item is intended for use by consumers for non-commercial purposes
- You ordered a manufactured item that contains a substance listed in Schedule 1 to the notice from a foreign source, and the manufactured item was shipped directly from the foreign source to your location in Canada. The manufactured item contains the substance at 0.5% w/w, and the item is intended for commercial use only.

Your activities do not meet the definition of “import” if you purchased or received a reportable substance or a mixture, product or manufactured item containing a reportable substance that was already located in Canada.

**4.4- Do I use?**

Schedule 2 to the notice specifies that the notice applies to any person who, during the 2011 calendar year, used a total quantity greater than 1000 kg of a substance listed in Schedule 1 to the notice at any concentration, whether the substance is used alone, in a mixture, or in a product, **in the manufacture of** a mixture, product, or manufactured item.

Examples of uses that would meet the description above include:

**Example 3:**

- You blend a substance listed in Schedule 1 with other components to make Mixture Z.
- You react a substance listed in Schedule 1 with Substance C as a chemical intermediate to prepare Product Y.
- You use a substance listed in Schedule 1 as a catalyst to produce Product X.



- A substance listed in Schedule 1 is an impurity within Mixture W. Mixture W is blended with other components to make Mixture V.
- You blend a mixture containing a substance listed in Schedule 1 with other components to produce a manufactured item.

Examples of uses that would **not** meet the description above include:

**Example 4:**

- You use Product X which contains a substance listed in Schedule 1 to service machinery and equipment, including machinery and equipment used in the manufacture of your products.
- You purchase Product Y which contains a substance listed in Schedule 1 from your supplier in Canada, and distribute the product to your customers.
- You load a substance listed in Schedule 1 onto a carrier and ship the substance to three other companies.
- You use a product containing a substance listed in Schedule 1 to paint a wall.

#### **4.5- Exclusions**

The notice does not apply to a substance in Schedule 1, whether alone, in a mixture, in a product or in a manufactured item that:

- Is in transit through Canada;
- Is imported within steel or steel alloys;
- Is imported within other alloys, a paint, plastic or glass that is **not** intended for use by consumers for non-commercial purposes;
- Is imported within a battery; or
- Is, or is contained in, a pest control product within the meaning of subsection 2(1) of the *Pest Control Products Act*, where that pest control product is registered under the *Pest Control Products Act*.

It is important to note that the notice **does** apply to the import of a substance in Schedule 1 within other alloys, paint, plastic, or glass that is intended for use by consumers for non-commercial purposes (see Section 4.3 of this document for more information on the reporting requirements for importers).

## **5. How to submit a blind submission**

Since customers may purchase several different mixtures, products or manufactured items that contain the substance, or may import the same item from several suppliers, it may be difficult to determine if the total quantity meets the threshold.

If a supplier knows/suspects that a customer should report, based on quantities purchased, the supplier may choose to inform the customer of this.

Customers may ask their suppliers if the products they purchase contain substances listed in Schedule 1 to the notice. Suppliers looking to protect their formulations as

confidential business information may be reluctant to provide the information to their customers. In this case, suppliers and customers can work together in order for each person to provide the information via a "blind submission".

In a "blind submission", the customer responds to the section 71 notice, completing as much information as they can, and the supplier submits the information directly to the Substances Management Coordinator, to complete the submission. A cover letter or note should be provided with each submission indicating that the supplier's submission completes the customer's submission.

For further information on how to submit a blind submission, contact the Substances Management Information Line (see Section 13 of this document for contact information).

## **6. Information required in the notice**

### **6.1- How do I report the total quantities?**

Within the notice, it is necessary to report the total quantities of substances listed in Schedule 1 that were manufactured, imported, used, exported, and sold during the 2011 calendar year, as follows:

- All quantities should be reported **in kilograms (kg), rounded to 2 significant digits**. For example:
  - 0.0368 rounded to 2 significant digits is 0.037
  - 541 231 rounded to 2 significant digits is 540 000
  - 831.29 rounded to 2 significant digits is 830
- The quantities reported in the notice must be for the **substance itself**, and not the quantity of the mixture, product or manufactured item containing the substance.

### **6.2- What are the North American Industry Classification System codes?**

The North American Industry Classification System (NAICS) codes were developed by Statistics Canada, the U.S. Office of Management and Budget, and Mexico's Instituto Nacional de Estadística Geografía e Informática, to enable the national agencies to collect comparable statistical data.

For all substances, you are required to report each applicable six-digit NAICS code with respect to each of your activities with the substance, or the product, mixture or manufactured item containing the substance. The code will provide general information on the number and types of sectors involved with the substances listed in the notice.

To determine which NAICS code applies to the activity on which you are reporting, the NAICS Canada 2012 list of codes is available at the Statistics Canada web site (*note that the NAICS code(s) web address is case sensitive*):

<http://www.statcan.gc.ca/subjects-sujets/standard-norme/naics-scian/2012/index-indexe-eng.htm>

### **6.3- What are the Industrial Function Codes and Consumer and Commercial Codes?**

Industrial Function Codes and Consumer and Commercial Codes were developed jointly among the United States Environmental Protection Agency, Health Canada and Environment Canada in order to facilitate the exchange of information between the United States and Canada and to encourage consistency in reporting on chemical substances by industry.

For all substances, you are required to report the Codes that apply to the industrial function of each reportable substance and/or the consumer/commercial codes on the use of a product, mixture or manufactured item containing the substance. Refer to sections 11 and 12 of the notice or Section 6.4 of the present document for the list of codes and their corresponding descriptions.

**Industrial function code** refers to the intended physical or chemical characteristic for which a chemical substance or mixture is consumed as a reactant; incorporated into a formulation, mixture, reaction product, or article; or used.

**Consumer and Commercial Code** refers to the use of a mixture, product or manufactured item containing a substance.

### **6.4- Code Numbering System for Industrial Function Codes and Consumer/Commercial Codes**

All code numbers consist of one letter followed by a three-digit number. A basic structure of [**Type**][**Group #**][**Code #**] is applied to all codes where:

[**Type**] is expressed by either the letter “U” for industrial function or the letter “C” for consumer and commercial.

[**Group #**] is a one-digit number to indicate a grouping of chemical substances or products having similar uses. Industrial function codes are listed in alphabetical order and are not separated into different groups; therefore, all industrial function codes have a group number 0. Six group numbers (groups 1 – 5 and group 9) apply to consumer and commercial codes.

[**Code #**] is a two-digit number to indicate a specific code (within each group for consumer and commercial codes).

Example: Code C203, “Building/Construction Materials - Wood and Engineered Wood Products”, is a consumer and commercial code ([**Type**] is “C”), which belongs to group 2 ([**Group #**] is 2), and is the third code listed in this group ([**Code #**] is 03).

It is important to note that number 999 is reserved for the “Other” code in both industrial function codes (**U999**) and consumer and commercial codes (**C999**). When selecting this code, a written description of the industrial function or the use of a mixture, product

or manufactured item containing the substance, must be provided, and the description should be as concise as possible.

## Industrial Function Codes

Industrial Function Codes	Title	Description
U001	Abrasives	Substances used to wear down or polish surfaces by rubbing against the surface.
U002	Adhesives and sealant substances	Substances used to promote bonding between other substances, promote adhesion of surfaces, or prevent seepage of moisture or air.
U003	Adsorbents and absorbents	Substances used to retain other substances by accumulation on their surface or by assimilation.
U004	Agricultural substances (non-pesticidal)	Substances used to increase the productivity and quality of farm crops.
U005	Anti-adhesive agents	Substances used to prevent bonding between other substances by discouraging surface attachment.
U006	Bleaching agents	Substances used to lighten or whiten a substrate through chemical reaction, usually an oxidative process which degrades the color system.
U007	Corrosion inhibitors and anti-scaling agents	Substances used to prevent or retard corrosion or the formation of scale.
U008	Dyes	Substances used to impart color to other materials or mixtures by penetrating into the surface of the substrate.
U009	Fillers	Substances used to provide bulk, increase strength, increase hardness, or improve resistance to impact.
U010	Finishing agents	Substances used to impart such functions as softening, static-proofing, wrinkle resistance, and water repellence.
U011	Flame retardants	Substances used on the surface of or incorporated into combustible materials to reduce or eliminate their tendency to ignite when exposed to heat or a flame.
U012	Fuels and fuel additives	Substances used to create mechanical or thermal energy through chemical reactions, or which are added to a fuel for the purpose of controlling the rate of reaction or limiting the production of undesirable combustion products, or which provide other benefits such as corrosion inhibition, lubrication, or detergency.
U013	Functional fluids (closed systems)	Liquid or gaseous substances used for one or more operational properties in a closed system. This code does not include fluids used as lubricants.
U014	Functional fluids (open systems)	Liquid or gaseous substances used for one or more operational properties in an open system.
U015	Intermediates	Substances consumed in a reaction to produce other substances for commercial advantage.
U016	Ion exchange agents	Substances that are used to selectively remove targeted ions from a solution. This code also includes aluminosilicate zeolites.
U017	Lubricants and lubricant additives	Substances used to reduce friction, heat, or wear between moving parts or adjacent solid surfaces, or that enhance the lubricity of other substances.
U018	Odor agents	Substances used to control odors, remove odors, mask odors, or impart odors.
U019	Oxidizing or reducing agents	Substances used to alter the valence state of another substance by donating or accepting electrons or by the addition or removal of hydrogen to a substance.

U020	Photosensitive substances	Substances used for their ability to alter their physical or chemical structure through absorption of light, resulting in the emission of light, dissociation, discoloration, or other chemical reaction.
U021	Pigments	Substances used to impart color to other materials or mixtures by attaching themselves to the surface of the substrate through binding or adhesion.
U022	Plasticizers	Substances used in plastics, cement, concrete, wallboard, clay bodies, or other materials to increase their plasticity or fluidity.
U023	Plating agents and surface treating agents	Substances applied to metal, plastic, or other surfaces to alter physical or chemical properties of the surface.
U024	Process regulators	Substances used to change the rate of a reaction, start or stop the reaction, or otherwise influence the course of the reaction.
U025	Processing aids, specific to petroleum production	Substances added to water, oil, or synthetic drilling muds or other petroleum production fluids to control foaming, corrosion, alkalinity and pH, microbiological growth or hydrate formation, or to improve the operation of processing equipment during the production of oil, gas, and other products or mixtures from beneath the earth's surface.
U026	Processing aids, not otherwise covered in this table	Substances used in applications other than the production of oil, gas, or geothermal energy to control foaming, corrosion or alkalinity and pH, or to improve the operation of processing equipment.
U027	Propellants and blowing agents	Substances used to dissolve or suspend other substances and either to expel those substances from a container in the form of an aerosol or to impart a cellular structure to plastics, rubber, or thermo set resins.
U028	Solids separation agents	Substances used to promote the separation of suspended solids from a liquid.
U029	Solvents (for cleaning or degreasing)	Substances used to dissolve oils, greases and similar materials from textiles, glassware, metal surfaces, and other articles.
U030	Solvents (which become part of formulation or mixture)	Substances used to dissolve another substance to form a uniformly dispersed solution at the molecular level.
U031	Surface active agents	Substances used to modify surface tension when dissolved in water or water solutions, or reduce interfacial tension between two liquids or between a liquid and a solid or between liquid and air.
U032	Viscosity adjustors	Substances used to alter the viscosity of another substance.
U033	Laboratory substances	Substances used in a laboratory for chemical analysis, chemical synthesis, extracting and purifying other chemicals, dissolving other substances, and similar activities.
U034	Paint additives and coating additives not otherwise covered in this table	Substances used in a paint or coating formulation to enhance properties such as water repellence, increased gloss, improved fade resistance, ease of application or foam prevention.
U061	Pest control substances	Substances used as active ingredients or formulants in products, mixtures or manufactured items used for directly or indirectly controlling, destroying, attracting or repelling a pest or for mitigating or preventing its injurious, noxious or troublesome effects.
U999	Other (specify)	Substances with an industrial function not otherwise described in this table. A written description of the industrial function must be provided when using this code.

## Consumer and Commercial Codes

### List of *Consumer and Commercial* Code Groups

Group #	Group Description
1	Chemical substances in furnishing, cleaning, treatment or care
2	Chemical substances in construction, paint, electrical or metal
3	Chemical substances in packaging, paper, plastic or hobby
4	Chemical substances in automotive, fuel, agriculture or outdoor use
5	Chemical substances in items for food, health or tobacco
9	Substances in products, mixtures or manufactured items not described by other codes

**Table 1: Substances in furnishings, cleaning, treatment or care**

Consumer and Commercial Codes	Title	Description
C101	Floor Coverings	Substances contained in floor coverings.
C102	Foam Seating and Bedding	Substances contained in foam mattresses, pillows, cushions, and any seating, furniture and furnishings containing foam.
C103	Furniture and Furnishings not otherwise covered in this table	Substances contained in furniture and furnishings made from metal, wood, leather, plastic or other materials.
C104	Fabric, Textile and Leather articles not otherwise covered in this table	Substances contained in fabric, textile and leather products to impart color and other desirable properties such as water, soil, stain repellence, wrinkle resistance, or flame resistance.
C105	Cleaning and Furnishing Care	Substances contained in products, mixtures or manufactured items that are used to remove dirt, grease, stains, and foreign matter from furniture and furnishings, or to cleanse, sanitize, bleach, scour, polish, protect, or improve the appearance of surfaces.
C106	Laundry and Dishwashing	Substances contained in laundry and dishwashing products, mixtures or manufactured items.
C107	Water Treatment	Substances contained in water treatment products, mixtures or manufactured items that are designed to disinfect, reduce contaminants or other undesirable constituents, and condition or improve aesthetics of water.
C108	Personal Care	Substances contained in personal care products, mixtures or manufactured items that are used for cleansing, grooming, improving or altering skin, hair, or teeth.
C109	Air Care	Substances contained in products, mixtures or manufactured items that are used to odorize or de-odorize indoor air in homes, offices, motor vehicles, and other enclosed spaces.
C110	Apparel and Footwear Care	Substances contained in apparel and footwear care products, mixtures or manufactured items that are applied post-market.
C160	Pet Care	Substances contained in pet care products, mixtures or manufactured items that are used for cleansing, grooming, improving or altering skin, hair or teeth and intended for animal use.

**Table 2: Substances in construction, paint, electrical or metal**

<b>Consumer and Commercial Codes</b>	<b>Title</b>	<b>Description</b>
C201	Adhesives and Sealants	Substances contained in adhesive or sealant products or mixtures used to fasten other materials together or prevent the passage of liquid or gas.
C202	Paints and Coatings	Substances contained in paints or coatings.
C203	Building or Construction Materials - Wood and Engineered Wood	Substances contained in building and construction materials made of wood and pressed or engineered wood products, mixtures or manufactured items.
C204	Building or Construction Materials not otherwise covered in this table	Substances contained in building and construction materials not otherwise covered in this table.
C205	Electrical and Electronics	Substances contained in electrical and electronic products, mixtures or manufactured items.
C206	Metal materials not otherwise covered in this table	Substances contained in metal products, mixtures or manufactured items not otherwise covered in this table.
C207	Batteries	Substances contained in non-rechargeable and rechargeable batteries including dry and wet cell units that store energy.

**Table 3: Substances in packaging, paper, plastic or hobby**

<b>Consumer and Commercial Codes</b>	<b>Title</b>	<b>Description</b>
C301	Food Packaging	Substances contained in single or multi-layered packaging consisting of paper, plastic, metal, foil or other materials which have or may have direct contact with food.
C302	Paper Products, mixtures or manufactured items	Substances contained in paper products, mixtures or manufactured items.
C303	Plastic and Rubber materials not otherwise covered in this table	Substances contained in rubber and plastic products, mixtures or manufactured items not otherwise covered in this table.
C304	Toys, Playground and Sporting Equipment	Substances contained in toys, playground, and sporting equipment made of wood, metal, plastic or fabric.
C305	Arts, Crafts and Hobby Materials	Substances contained in arts, crafts, and hobby materials.
C306	Ink, Toner and Colourants	Substances contained in ink, toners and colourants used for writing, printing, creating an image on paper; and substances contained in other substrates, or applied to substrates to change their colour or hide images.
C307	Photographic supplies, film and photo-chemicals	Substances contained in photographic supplies, film, photo-processing substances, and photographic paper.

**Table 4: Substances in automotive, fuel, agriculture or outdoor use**

<b>Consumer and Commercial Codes</b>	<b>Title</b>	<b>Description</b>
C401	Automotive Care	Substances contained in products, mixtures or manufactured items used in automotive cleaning and care of exterior and interior vehicle surfaces.
C402	Lubricants and Greases	Substances contained in products, mixtures or manufactured items to reduce friction, heat generation and wear between solid surfaces.
C403	Anti-Freeze and De-icing	Substances added to fluids to reduce the freezing point of the mixture, or substances applied to surfaces to melt or prevent build up of ice.
C404	Fuels and Related Products, mixtures or manufactured items	Substances added to fluids to reduce the freezing point of the mixture, or substances applied to surfaces to melt or prevent build up of ice. Examples include gasoline, diesel fuels, propane, butane, kerosene, lamp oils, white gas (naphtha), natural gas, stabilizers, anti-knock agents, corrosion inhibitors, detergents, fuel dyes, oxygenates, antioxidants, odour agents, non-scented candles, lighter fluids, and, matches.
C405	Explosive Materials	Substances capable of producing a sudden expansion, usually accompanied by the production of heat and large changes in pressure upon ignition.
C406	Agricultural Products, mixtures or manufactured items (non-pesticidal)	Substances used to increase the productivity and quality of plants or animals; or forestry crops, produced on a commercial scale.
C407	Lawn and Garden Care	Substances contained in lawn, garden, outdoor or potted plant, and tree care products, mixtures or manufactured items.
C461	Pest Control	Substances contained in any product, mixture or manufactured item for directly or indirectly controlling, preventing, destroying, mitigating, attracting, or repelling any pest.
C462	Automotive, Aircraft and Transportation	Substances contained in automobiles, aircraft and other types of transportation, or used in their manufacture.

**Table 5: Substances in items for food, health or tobacco**

<b>Consumer and Commercial Codes</b>	<b>Title</b>	<b>Description</b>
C562	Food and Beverage	Substances contained in food and beverage products, mixtures or manufactured items.
C563	Drugs	Substances contained in prescription and non-prescription drugs intended for humans or animals.
C564	Natural Health	Substances used in natural health products, mixtures or manufactured items intended for humans or animals.
C565	Medical Devices	Substances contained in products, mixtures or manufactured items used for either the diagnosis, treatment, mitigation or prevention of a disease, disorder, or an abnormal physical state; or those used in restoring, correcting or modifying organic functions in humans or animals.
C566	Tobacco Products, mixtures or manufactured items	Substances contained in a product, mixtures or manufactured items composed in whole or in part of tobacco, including tobacco leaves and any extract of tobacco leaves.



**Table 6: Substances in products, mixtures or manufactured items not described by other codes**

Consumer and Commercial Codes	Title	Description
C999	Other (specify)	Substances contained in products, mixtures or manufactured items that are not described within any other Consumer and Commercial Code. A written description of the product, mixture or manufactured item must be provided when using this code.

## 7. How to complete the sections of Schedule 3 of the notice

If you meet the reporting requirements as set out in Schedule 2 to the notice, then you must respond to the appropriate sections of Schedule 3 to the notice:

- If you manufactured, imported or used a substance listed in Part 1 of Schedule 1:
  - complete sections 4 to 10, except for section 8, in Schedule 3
- If you manufactured, imported or used a substance listed in Part 2 of Schedule 1:
  - complete sections 4, 8 and 9 in Schedule 3.

If you are a company who owns more than one facility, then you must respond to the notice on a company-wide basis, and your response for each applicable question in the notice should be an amalgamated response to include information from all facilities owned by the company, **unless otherwise indicated in the notice**.

You are required to provide information in your possession or to which you are reasonably expected to have access (see Section 8 of this document for more details on the information to which you may reasonably be expected to have access).

As indicated in section 3 of Schedule 3 of the notice, if any of the information required under Schedule 3 to the notice was submitted to the Minister of the Environment, after January 1, 2007, it may be relied on as a response to any question in Schedule 3 to the notice if:

- the information previously submitted is applicable to the 2011 calendar year;
- the information meets the requirements of the specific question;
- the person agrees that the previously submitted information referred to is their response to the specified provision of Schedule 3 to the notice; and
- the person provides the following information:
  - the CAS RN of the substance(s) to which the submitted information relates;
  - the specific section; subsection; or paragraph to the notice to which the submitted information relates;
  - for each CAS RN, the title or description of the submitted information;
  - the date on which the information was submitted;
  - the name of the person who submitted the information; and
  - the program and/or individuals at Environment Canada to which the information was submitted.

It is important to note that the previously submitted information is **not** required to be resubmitted under the notice; however the information specified in section 3 of Schedule 3 to the notice must be provided as an attachment to your submission.

**Example 5:**

During a voluntary data collection initiative, you provided 2010 data to the Minister of the Environment for a substance listed in Schedule 1 to the notice, and the data is still applicable for the 2011 calendar year.

- You should reference the previously submitted information in response to the applicable section(s) of Schedule 3.

**7.1- Section 4 of Schedule 3**

**Identification and Declaration Form**

The Identification and Declaration Form is provided for three reasons:

1. to request the identification and contact information of each person who responds to the notice;
2. to require certification of the accuracy of the response; and
3. to request confidentiality.

When responding to the notice, you must submit a signed version of the Identification and Declaration Form to the Minister of the Environment, to the attention of the Substances Management Coordinator.

**Confidentiality requests**

Pursuant to section 313 of the Act, any person who provides information in response to the notice may submit, with the information, a written request that it be treated as confidential. A request for confidentiality may be submitted for all or part of the information provided. When requesting confidentiality, specify the parts (e.g. sections, tables) of the information to be treated as confidential.

A request should only be made for information that is truly confidential.

When submitting a request for confidentiality, the following criteria should be considered:

- the information is confidential to your company and has consistently been treated as such by your company;
- your company has taken, and intends to continue to take, measures that are reasonable in the circumstances to maintain the confidentiality of the information;
- the information is not, and has not been, reasonably obtainable by third persons by use of legitimate means, except with the consent of your company;
- the information is not available to the public;
- disclosure of the information may reasonably be expected to cause substantial harm to the competitive position of your company; or,
- disclosure of the information may reasonably be expected to result in a material financial loss to your company or a material financial gain to your company's competitors.

Upon receipt of a request for confidentiality under section 313 of the Act, in relation to information submitted pursuant to the notice, the Minister of the Environment shall not disclose that information, except in accordance with the law.

### 7.2- Section 5 of Schedule 3

For each substance listed in Part 1 of Schedule 1 that you **manufactured, imported, or used**, during the 2011 calendar year, in respect of which you meet the criteria set out in Schedule 2, you must provide the following:

- in column (a), CAS RN of the substance;
- in column (b), name of the substance;
- in column (c), the total quantity of the substance that was manufactured, imported, used, or exported. If more than one activity is applicable for a CAS RN, report the information as separate entries.
- in column (d), each applicable six-digit North American Industry Classification System (NAICS) code(s) that applies with respect to your activity with the substance, or with the mixture, product, or manufactured item containing the substance reported in column (a).

#### **Example 6:**

In 2011, you imported 385 kg of a substance listed in Part 1 of Schedule 1 and used 330 kg to manufacture a consumer product (paint), which has the applicable NAICS code 325510. You exported 55 kg of the substance to a foreign customer where it will be used to manufacture paint.

(a) CAS RN	(b) Name of substance	(c) Quantity of the substance in kg (rounded to 2 significant digits)				(d) NAICS code(s)
		Manufactured in 2011	Imported in 2011	Used in 2011	Exported in 2011	
XXX-XX-X	XXXXX		390			325510
				330		325510
					55	325510

### 7.3- Section 6 of Schedule 3

For each substance listed in Part 1 of Schedule 1, that you **manufactured, imported or used**, during the 2011 calendar year, in respect of which you meet the criteria set out in Schedule 2, you must provide the following:

- in column (a), CAS RN of the substance;
- in column (b), the applicable Industrial Function Code(s) that apply to the function of the substance listed in column (a).
  - **Industrial function** refers to the intended physical or chemical characteristic for which a chemical substance or mixture is consumed as a reactant; incorporated into a formulation, mixture, reaction product, or article; or used. For example:

- Substance is added to a mixture to reduce friction between moving parts in a machine or mechanism.
- Substance is applied to the surface of a product to reduce its tendency to ignite when exposed to heat.
- Choose the Industrial Function Code(s) that are consistent with the most complete and accurate information available to you.
- If the substance has an industrial function that is not described within any of the Industrial Function Codes provided, then code U999 should be used. A written description of the industrial function of the substance must be provided when using this code and the description should be as concise as possible.
- in column (c), the quantity of the substance that was manufactured, imported or used for each applicable Industrial Function Code listed in column (b).
  - The quantity of the substance for the Industrial Function Code listed in column (b) should be reported by activity. For example, if you imported 1 500 kg of a substance for the Industrial Function code listed in column (b), then you would indicate the quantity in column (c) as: 1 500 (imported).
  - If you have more than one activity with a CAS RN for the Industrial Function Code listed in column (b), report the total quantity of the substance manufactured, imported or used as separate entries. For example, if you imported 1 500 kg and used 1 000 kg of a substance for the same Industrial Function, then you would indicate the quantity in column (c) as: 1 500kg (imported), 1 000 kg (used).

#### **Example 7:**

In 2011, you imported 20 567 kg of a substance listed in Part 1 of Schedule 1. Of the quantity imported, 9 530 kg was used as a pigment (Industrial Function Code U021) and 11 037 kg was used as a paint additive (Industrial Function Code U034).

(a) CAS RN	(b) Applicable Industrial Function Code(s) (set out in section 11 of the notice)	(c) Quantity of the substance manufactured, imported, or used for each Industrial Function Code, reported in kg (rounded to 2 significant digits)
XXX-XX-X	U021	9 500 (imported)
	U021	9 500 (used)
	U034	11 000 (imported)
	U034	11 000 (used)

#### **7.4- Section 7 of Schedule 3**

For each substance listed in Part 1 of Schedule 1, that you **manufactured, imported or used**, during the 2011 calendar year, in respect of which you meet the criteria set out in Schedule 2, you must provide the following:

- in column (a), CAS RN of the substance;

- In column (b), applicable Consumer and Commercial Code(s) that apply to the substance alone, or to the mixture, product or manufactured item containing the substance listed in column (a).
  - Choose the Consumer and Commercial Code(s) that are consistent with the most complete and accurate information available to you.
  - If none of the Consumer and Commercial Codes provided apply to the substance alone, or to the mixture, product or manufactured item containing the substance, then code C999 should be used. A written description of the use of the mixture, product or manufactured item containing the substance, must be provided when using this code and the description should be as concise as possible.
- in column (c), the total quantity of the substance for each applicable Consumer and Commercial Code listed in column (b).
- in column (d), for each applicable Consumer and Commercial Code listed in column (b), the known or anticipated final substance, mixture, product or manufactured item containing the substance;
- in column (e), for each applicable Consumer and Commercial Code listed in column (b), the concentration, or range of concentrations, of the substance by weight (w/w%) in the known or anticipated final substance, mixture, product or manufactured item containing the substance;
- in column (f), for each applicable Consumer and Commercial Code listed in column (b), the top five trade names representing the highest aggregate quantity of the substance. Trade names provided should be the trade names of your final substance, mixture, product or manufactured item containing the substance
- in column (g), (h) and (i), for each applicable Consumer and Commercial Code listed in column (b), indicate with a “YES” or “NO” whether any known or anticipated final substance, mixture, product or manufactured item containing the substance is intended for use in commercial activities, for use in consumer activities, or for use by children.
  - Not all persons responding to the notice may know the exact or anticipated final use of the substance or the substance in the mixture, product or manufactured item, therefore, when completing this section of the notice, respond using the most complete and accurate information available to you.
  - **Commercial activity** refers to the use of a substance or the use of a mixture, product or manufactured item containing a substance, by a commercial enterprise providing saleable goods or services. For example:
    - Substance is contained in a mixture, and the mixture is sold to an enterprise as an automotive cleaning product.
    - Substance is contained in a product that is used by a company when providing their painting services to other persons or companies.
  - **Consumer activity** refers to the use of a substance that is directly, or as part of a mixture, a product, or a manufactured item, sold to or made available to consumers for their use in or around a permanent or temporary household or residence, a school, or a recreational area. For example:

- Substance is contained in a product that is sold to consumers as a personal care product for cleaning teeth.
- Substance is contained in food packaging items that are sold to consumers for their personal use.
- When responding to whether the known or anticipated final substance, mixture, product, or manufactured item containing the reportable substance is **intended for use by children**, the following guidance can be considered:

In the spirit of harmonization with the U.S. EPA TSCA Inventory Update Reporting, for the purposes of the notice only, "children" are defined as the age of 14 or younger. Your substance, whether alone, in a mixture, in a product or in a manufactured item, is intended for use by or for children when you answer "yes" to at least one of the following questions:

1. Is the substance, whether alone, in a mixture, in a product, or in a manufactured item commonly recognized (i.e., by a reasonable person) as being intended for children age 14 or younger?
2. Does the manufacturer of the substance, or mixture, product, or manufactured item containing the substance, state through product labeling or other written materials that the product is intended for or will be used by children age 14 or younger?
3. Is the advertising, promotion, or marketing of the substance, or mixture, product, or manufactured item containing the substance, aimed at children age 14 or younger?

For example, among other items, certain manufactured items such as crayons, coloring books, diapers, and toy cars are typically to be used by children age 14 or younger. Certain products and manufactured items such as household cleaning products, automotive supplies, and lubricants are not typically intended to be used by children age 14 or younger.

**Example 8:**

In 2011, you imported a paint that contained 1 252 kg of a substance listed in Part 1 of Schedule 1 (Consumer and Commercial Code C202). You used all the paint in the manufacture of toy cars, which were intended for use by children. The concentration of the substance within the toys was 0.02 w/w%. The top trade names of the toys were Toy 123 and Toy ABC.

(a) CAS RN	(b) Consumer and Commercial Code(s) (set out in section 12 of the notice)	(c) Quantity of the substance manufactured, imported or used for each Consumer and Commercial Code, reported in kg (rounded to 2 significant digits)	(d) Known or anticipated final substance, mixture, product or manufactured item containing the substance	(e) Concentration, or range of concentrations, of the substance by weight (w/w%) in the known or anticipated final substance, mixture, product or manufactured item containing the substance	(f) Top five trade names representing the highest aggregate quantity of the substance, if applicable	(g) Whether any known or anticipated final substance, mixture, product or manufactured item containing the substance is intended for use in commercial activities? (Indicate "yes" or "no")	(h) Whether any known or anticipated final substance, mixture, product or manufactured item containing the substance is intended for use in consumer activities? (Indicate "yes" or "no")	(i) Whether any known or anticipated final substance, mixture, product or manufactured item containing the substance is intended for use by or for children? (Indicate "yes" or "no")
XXX-XX-X	C202	1300	Toy cars	0.02	Toy 123  Toy ABC	No	Yes	Yes

### 7.5- Section 8 of Schedule 3

For each substance listed in Part 2 of Schedule 1, that you **manufactured, imported or used**, during the 2011 calendar year, in respect of which you meet the criteria set out in Schedule 2, you must provide the following:

- in column (a), CAS RN of the substance;
- In column (b), applicable Consumer and Commercial Code(s) that apply to the substance alone, or to the mixture, product or manufactured item containing the substance listed in column (a).
  - Choose the Consumer and Commercial Code(s) that are consistent with the most complete and accurate information available to you.
  - If none of the Consumer and Commercial Codes provided apply to the substance alone, or to the mixture, product or manufactured item containing the substance, then code C999 should be used. A written description of the use of the mixture, product or manufactured item containing the substance, must be provided when using this code, and the description should be as concise as possible.
- in column (c), the total quantity of the substance for each applicable Consumer and Commercial Code listed in column (b).
- in column (d), for each applicable Consumer and Commercial Code listed in column (b), the known or anticipated final substance, mixture, product or manufactured item containing the substance;
- in column (e), for each applicable Consumer and Commercial Code listed in column (b), the concentration, or range of concentrations, of the substance by weight (w/w%) in the known or anticipated final substance, mixture, product or manufactured item containing the substance;
- in column (f), for each applicable Consumer and Commercial Code listed in column (b), the top five trade names representing the highest aggregate quantity of the substance. Trade names provided should be the trade names of your final substance, mixture, product or manufactured item containing the substance

**Example 9:**

In 2011, you imported 625 kg of a substance listed in Part 2 of Schedule 1, which was contained in paints that you sold directly to consumers (Consumer and Commercial Code C202). The concentration of the substance within the paints was 0.5 w/w%. The top trade names of the paints were Paint A, Paint B, and Paint C.

(a) CAS RN	(b) Consumer and Commercial Code(s) (set out in section 12 of the notice)	(c) Quantity of the substance manufactured, imported or used for each Consumer and Commercial Code, reported in kg (rounded to 2 significant digits)	(d) Known or anticipated final substance, mixture, product or manufactured item containing the substance	(e) Concentration, or range of concentrations, of the substance by weight (w/w%) in the known or anticipated final substance, mixture, product or manufactured item containing the substance	(f) Top five trade names representing the highest aggregate quantity of substances, if applicable
XXX-XX-X	C202	630	Paint	0.5	Paint A  Paint B  Paint C

**7.6- Section 9 of Schedule 3**

For each substance listed in Part 1 of Schedule 1, and for CAS RN 12602-23-2, 27253-31-2, and 61789-51-3 listed in Part 2 of Schedule 1 that you **manufactured, imported or used**, during the 2011 calendar year, in respect of which you meet the criteria set out in Schedule 2, you must provide the following:

- In column (a), the CAS RN of the substance,
- In column (b), list the endpoint that you have submitted unpublished data or studies on, for the CAS RN listed in column (a), with regards to mammalian toxicity, human epidemiology, or *in vitro* and *in vivo* genotoxicity. **Full data or studies should be submitted** as an attachment to the notice.
- In column (c), the title(s) of the unpublished data or studies that have been submitted for the endpoint listed in column (b).

For the purposes of the notice, data or studies are considered "unpublished" if it cannot be readily found using standard search engines (e.g. Scopus, Pubmed, Toxline, etc.). **The unpublished data or studies submitted can be from any calendar year.**

You are encouraged to provide the data or studies in electronic format (either on a CD, DVD or USB memory stick), or if the file size is small enough, you can submit it by email. Otherwise, paper copies of the data or studies should be submitted.



**Example 10:**

A person who responds to the notice possesses an unpublished study on genotoxicity for a substance listed in Part 1 of Schedule 1.

(a) CAS RN	(b) Toxicity and epidemiology data or studies submitted (Indicate corresponding data types of the submitted data for each CAS RN)	(c) Study title(s) for the data or studies submitted in paragraph (1)(b)
XXX-XX-X	Genotoxicity	Study of genotoxicity on Substance A (Peter et al. 1999)

**7.7- Section 10 of Schedule 3**

For each substance listed in Part 1 of Schedule 1 that you **manufactured, imported or used**, during the 2011 calendar year, in respect of which you meet the criteria set out in Schedule 2, you must provide the following:

- in column (a), the CAS RN of the substance sold to each person identified in column (b)
- in column (b), the names and addresses (street, city and province) of a maximum of 20 persons in Canada to whom the largest quantity of the substance above 100 kg was sold, whether sold alone, in a mixture, in a product or in a manufactured item.
- in column (c), the total quantity of the substance that was sold to each person listed in column (b), whether sold alone, in a mixture, in a product or in a manufactured item.

**Example 11:**

In 2011, you manufactured 500 kg of a substance listed in Part 1 of Schedule 1 and sold it to three companies in Canada (225kg to Company A Inc. in Big Town ON, 200 kg to Company B Inc. in Hometown BC, and 75 kg to Company C Inc. in Snowyville PEI).

(a) CAS RN	(b) Names and addresses of a maximum of 20 persons in Canada to whom the largest quantity of the substance above 100 kg was sold	(c) Total quantity of the substance that was sold to each person identified in paragraph (b) reported in kg (rounded to 2 significant digits)
XXX-XX-X	Company A Inc. 200 1 <sup>st</sup> avenue, Big Town, ON	230
XXX-XX-X	Company B Inc. 751 Main street, Hometown, BC	200

\*Note that Company C is not included, since the company was sold <100 kg of the substance.

**8. Information to which you may reasonably be expected to have access**

You are required to provide information that your company possesses or to which you may reasonably be expected to have access. For example, when importing a substance, mixture, product or manufactured item, you may reasonably be expected to have access to import records and the relevant Material Safety Data Sheet (MSDS). An

MSDS is an important source of information on the composition of a purchased product. Note that the goal of the MSDS is to protect the health of the workers, not the environment. Therefore, a MSDS may not list all product ingredients on which the Minister of the Environment is requiring information under the notice. You may wish to contact your supplier for more detailed information on product composition. Manufacturers would be reasonably expected to have access to their formulations.

Also, a company may have access to its parent company's information regarding substances, mixtures, products or manufactured items. You are not required to conduct tests to comply with the notice.

## 9. Declaration of Non-Engagement and Declaration of Stakeholder Interest forms

Persons who do not meet the requirements to respond to the notice and have no current or future interest in the substances listed in the notice may complete a [Declaration of Non-Engagement form](#).

Persons who do not meet the requirements to respond to the notice, but who have a current or future interest in any of the substances listed in the cobalt-containing substances group (regardless of whether or not the substance is listed in the notice), are encouraged to identify themselves as a “stakeholder” for the substance by completing the [Declaration of Stakeholder Interest form](#). Interested stakeholders will be included in future mailings regarding these substances and may be contacted for further information regarding their activity or interest in these substances. When completing the form, you should:

- identify the substances of interest to you, and
- specify your activity or potential activity with the substance (e.g.: import, manufacture, or use)

The Declaration of Stakeholder Interest form also includes **voluntary information** that stakeholders are encouraged to provide on the substances described in the Cobalt-containing Substances Group. This information will help the Government of Canada improve decision making for these substances and ensure all activities are considered before moving forward with further actions regarding these substances.

Examples of the type of additional information that could help inform the risk assessment process include, but are not limited to:

- Analogues or alternatives for these substances;
- Quantities of the substances manufactured, imported, used, and/or exported per calendar year, for the last 5 years;
- Customer contact information;
- Supplier information (name, location and contact information);
- Environmental releases; and
- Waste management information.

The Declaration of Non-Engagement and Declaration of Stakeholder Interest forms are available on the Chemical Substances web site at: [www.chemicalsubstanceschimiques.gc.ca](http://www.chemicalsubstanceschimiques.gc.ca).

Note that if you imported, manufactured and/or used a substance listed in Schedule 1 to the notice during the 2011 calendar year, but you did not meet the reporting requirements outlined in Schedule 2 to the notice (e.g. quantity manufactured, imported or used was below the reporting threshold), you are encouraged to respond to the section 71 notice voluntarily.

## **10. How and to whom do I respond?**

Responses to the notice must be submitted to the Minister of the Environment, to the attention of the Substances Management Coordinator. Responses can also be submitted electronically, using the online reporting tool available at: [www.chemicalsubstanceschimiques.gc.ca](http://www.chemicalsubstanceschimiques.gc.ca).

The form must be "Submitted" to transmit the data. To complete the submission, a signed copy of the completed s.71 notice must be received by the Substance Management Coordinator by e-mail at [Substances@ec.gc.ca](mailto:Substances@ec.gc.ca), by fax at (819) 953-7155, or by mail at:

**By mail:**

Substances Management Coordinator  
Chemicals Management Plan  
200 Sacré-Coeur Boulevard, 8<sup>th</sup> Floor  
Gatineau QC K1A 0H3

**By courier:**

Substances Management Coordinator  
Chemicals Management Plan  
200 Sacré-Coeur Boulevard, 8<sup>th</sup> Floor  
Gatineau QC J8X 4C6

## **11. What is the deadline for responding?**

Every person to whom the notice applies is required to comply with the notice no later than **October 2, 2012, 5 p.m. Eastern Daylight Saving Time.**

## **12. What if I need an extension?**

As provided in subsection 71(4) of the Act, you may submit a written request for an extension of time to comply with the notice. The request for an extension should include the CAS RN of the substances on which information will be reported and provide a reason for the request. Address your request to the Minister of the Environment, to the attention of the Substances Management Coordinator, Chemicals Management Plan, 200 Sacré-Coeur Boulevard, 8<sup>th</sup> Floor, Gatineau QC K1A 0H3. You may send your request by mail, by fax at (819) 953-7155 or by e-mail at [Substances@ec.gc.ca](mailto:Substances@ec.gc.ca). It is important to note that you must request an extension of time before expiry of the

**October 2, 2012, 5 p.m. Eastern Daylight Saving Time** deadline. No extensions will be granted after the deadline has expired. It is recommended that any request for an extension be submitted at least five business days before **October 2, 2012**, so that a request can be processed by the Minister of the Environment before expiry of the deadline.

### **13. Inquiries- whom to contact**

If you have an inquiry, contact the Substances Management Information Line at the following numbers or email address:

- Telephone:  
(800) 567-1999 (Toll-free in Canada) or (819) 953-7156 (Outside of Canada)
- Facsimile: (819) 953-7155
- e-mail: [Substances@ec.gc.ca](mailto:Substances@ec.gc.ca) (Indicate in the subject line "CMP Cobalt-containing Substances Group Inquiry")