

## Bygghandledningens guideline and information requirements for assessment of product, Version 2016-1.

These guidelines describe what information that Bygghandledningen requires for assessment of articles and chemical products. Information about the article or chemical product can be provided in this document, alternatively refer to another documentation in which the corresponding information is given.

### 1. Product information

#### Product

Product name:	Polar 60 mm 84/69/-255 4-teilig	
Article No.: <i>Specify the type of number, for example RSK, E number, EAN, GTIN or supplier's article number. This should also be stated on the application.</i>	10641 (Document ID: 10641-2019-1)	
Product description: <i>On application, please attach a product data sheet or similar documentation.</i>	Productgroup: Loft Ladder High insulated 3-section loft ladder	
Type of product:	<input type="checkbox"/> Chemical product	<input checked="" type="checkbox"/> Article
Date (year, month, day) of preparation/revision:	2019-07-17	

#### Supplier/Manufacturer

Supplier:	MINKA Holz- und Metallverarbeitungs GmbH
Manufacturer if other than the supplier: <i>Voluntary information</i>	
Contact person:	Johannes Franek
Address:	Flurgasse 6, A-8642 St. Lorenzen, Austria
E-mail:	Johannes.franek@minka.at
Phone number:	+43/3864 2238-56

#### Supporting documentation

Has a declaration of performance, in line with the Swedish Construction Products Regulation, been prepared for the product?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
<i>If yes, attach the declaration of performance with the application</i>		
Is the article/product an electronic product and covered by the RoHS-directive (2011/65/EU)?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
<i>If yes, attach an "EU Declaration of Conformity", or alternatively another certificate that attests that the product corresponds to the requirements according to the RoHS-directive (2011/65/EU), together with the application</i>		
If the article/product is an electronic product that is covered by an exemption according to RoHS-directive (2011/65/EU), specify which exemption and date (year, month, day) when the exemption expires if time-limited:	Exemptions according to RoHS:  Date:	

## 2. Declaration of contents:

Specify the total content of the article or the chemical product, **on delivery**, in Table 1, or alternatively attach other documentation that provides the corresponding information. For instructions, please refer to the "Declaration of contents, BVB's declaration requirements, 2016-1", which is found at the end of this document.

*Table 1, Contents of included substances and material (declaration of content in accordance with requirements)*

Included substances and material	EG No./CAS No. (alternatively alloy)	Weight% (of entire product)	When applicable, state for which subcomponent	Weight% (of substance in subcomponent)	Comments (state eventual application of non-harmonized classifications)
wood (spruce / HDF)		72,70%	frame, hatch, ladder		Anx. 4.1
Steel (Steel)		22,80%	hinges, screws		Anx. 6.1, 6.3
polystyrene (polystyrene)		3,50%	hatch insulation		Anx. 2.1
plastics (PA / RakuPur)		0,01	sealing opener cane		Anx. 1.1, 3.1, 5.1

Are all substances reported in percentages down to 0.01% in Table 1, alternatively follow the declaration requirements for the level Recommended as described in "Declaration of contents, BVB's declaration requirements, 2016-1, given at the end of this document? (Enables the assessment Recommended)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If not, does the declaration fulfill the instructions for the level Accepted, as described in "Declaration of contents, BVB's declaration requirements, 2016-1", given at the end of this document?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If any deviations from BVB's reporting requirements exist, specify these in the comments in Table 1, or alternatively here.	Other comments:	

Is the chemical composition different, for the product when applied (cured product) compared to the content at delivery? (applies to chemical products)	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If yes, specify the content of the cured product in Table 2.		

*Table 2, Contents for applied products (full content in accordance with declaration requirements)*

Included substances and material	EG No./CAS No.	Weight% (of the applied product)	Comments (state any application of non-harmonized classifications)
None			
If any deviations from BVB's reporting requirements exist, specify these in the comments in Table 2, or alternatively here.	Other comments:		

Does the product or any of its subcomponents contain substances with particularly hazardous properties (Substances of Very High Concern, SVHC-substances), which are included in the Candidate List at a concentration above 0.1 weight%?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If yes, specify which substances in Table 1 together with the rest of the content of the product.		
State the date (year, month, day) for control the Candidate List.	Date:	
The concentration is calculated at component level established on the principle "once a product, always a product". The Candidate List is available at: <a href="http://echa.europa.eu/sv/candidate-list-table">http://echa.europa.eu/sv/candidate-list-table</a> .		

### Nanomaterial

Does the product contain any nanomaterial that has been purposefully added to achieve a specific function?  <i>Information regarding whether nanomaterial has been added to achieve a specific function must be stated, but has no impact on the assessment.</i>	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If yes, specify the material.	Material:	

## 3. Recycled raw material

Does the product contain recycled material?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If yes, specify in Table 3.		

If the product consists of recycled materials specify the material and the percentages of the total weight of the product, in *Table 3, Recycled materials*.

*Table 3, Recycled material*

Material	Percentage (%) Recycled material of the total product's weight	Percentage (%) of the recycled material that has not reached the consumer level, such as production waste, etc. (pre-consumer)	Percentage (%) of the recycled material that has reached the consumer level (post-consumer)	Comments

### If wood raw material is included

Can the product be ordered with sustainability certificates for the wood raw material? E.g.: FSC and PEFC	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Explain if the certificate does not cover all of the wood raw material: <i>MINKA has 100% PEFC</i>		
If yes, attach a certificate/assurance that the product can be ordered with a sustainability certificate together with the application.		
If no, state the country where the wood raw material was harvested.	Country of harvest:	
Is the wood species or origin in the CITES appendix for endangered species?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

#### 4. The production phase

Has an Environmental Product Declaration (EPD) been prepared?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
<i>If yes, enclose the EPD (Environmental Product Declaration) or other environmental product declaration together with the application.</i>		
Has an active choice been made, regarding the electricity supplier, in order to promote electricity production from renewable energy sources?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Describe the type of energy source, percentage of energy stemming from the renewable source, how long the agreement has been applied, electricity supplier, and for which part of the production it is valid for: MINKA has a photovoltaic plant and produces equivalent of 100% of electricity needed for stairs production		

#### 5. Distribution of the completed product

Describe the management of packaging for the distribution of the product  <i>State whether any system for taking back or recycling packaging or any other specific return system is used.</i>  <i>Specify the packaging material used and which system of producer responsibility for packaging the supplier is affiliated to.</i>  <i>Enter the proportion of recycled material, if any, included in the packaging.</i>	Description of the packaging:  Hatch protection: corrugated cardboard  Packaging: plastic foil
Other information:	

#### 6. Construction and usage phase

Are there any special requirements such as storage conditions etc. for the product during storage?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
<i>If yes, describe: store in dry conditions</i>			
Are there any special requirements for adjacent building products because of this product?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
<i>If yes, describe:</i>			
Are there any operating/care instructions for the product?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
<i>If yes, attach the documentation with the application.</i>			
Is the product energy labelled in accordance with the Energy Labelling Directive (2010/30/EU)?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Not relevant
<i>If yes, state class (G to A, A+, A++, A+++):</i>	Class:		

## 7. Waste management

Does the product require special measures to protect health and the environment in conjunction with demolition/dismantling?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If yes, describe:		
Is the product covered by the WEEE-directive 2012/19/EU (Swedish ordinance (2014:1075) on Producer Responsibility for electrical and electronic products when it becomes waste?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is it possible to re-use all or parts of the product? (can the product be reused within the product's expected lifetime)?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If yes, describe:		
Is material recycling possible for all or parts of the product when it becomes waste?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If yes, describe:		
Is energy recycling possible for all or parts of the product when it becomes waste?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the supplier have any restrictions and recommendations for reuse, material- or energy recycling or disposal?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If yes, specify which:		
When the supplied product becomes waste, is it classified as hazardous waste?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If yes, specify the waste code: The Swedish waste ordinance (2011:927) <a href="https://www.notisum.se/rnp/sls/lag/20110927.htm">https://www.notisum.se/rnp/sls/lag/20110927.htm</a>	Waste code: Bulky waste	

## 8. Indoor environment

Has the product a critical moisture condition: <i>Information regarding whether critical moisture conditions leading to microbial growth apply for the material/product should be stated, but will not impact the assessment.</i>	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If yes, specify which:		
Is the article (or chemical product) intended for indoor use?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, has emission data been produced for volatile organic compounds?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, attach the report/certificate together with the application.		
If no, is there any motivation for why emission data for volatile organic compounds is not relevant for the product?	Motivation:	

## Certificate of substance content and concentrations version. 4.0

This certificate is required for the Recommended assessment level for chemical contents. This page should be printed to be signed and uploaded separately in PDF-format in connection with the application.


### Certificate of declaration of substance content

For the products specified below, with their stated article numbers, the following is certified: <i>Choose whether to certify alternative A or B.</i>	
<b>A</b> <input checked="" type="checkbox"/>	<p>It is hereby certified that concentrations of the included substances <b>down to 0.01 weight%</b> have been reported, and that cadmium and mercury do not occur in the product.</p> <p><b>or:</b></p> <p>The substances included are reported in line with the instructions for the Declaration of Contents, BVB's reporting requirements 2016-1, and correspond to the reporting requirements for the <b>Recommended</b> level.</p>
<b>B</b> <input type="checkbox"/>	<p>It is hereby certified that concentrations of the included substances <b>down to 0.1 weight%</b> have been reported, and that cadmium and mercury do not occur in the product.</p> <p><b>or:</b></p> <p>The substances included are reported in line with the instructions for the Declaration of Contents, BVB's reporting requirements 2016-1, and correspond to the reporting requirements for the <b>Accepted</b> level.</p>
For the products specified below, with their stated article numbers, the following is certified: <i>Choose whether to certify alternative C or D.</i>	
<b>C</b> <input type="checkbox"/>	<p>It is hereby certified that the specified product/s do not contain specifically indicated substances and groups of substances in accordance with Table 4, Specifically indicated substances. These have not been added during production and have not been formed through reactions between the substances in the product.</p>
<b>D</b> <input type="checkbox"/>	<p>Unfortunately, we have to notify that the specified products contain specifically indicated substances in accordance with Table 4, Specifically indicated substances. Some of these substances have been added or been formed during reaction between the substances in the product, please see the Declaration of Contents.</p>

Table 4, Specifically indicated substances

Substance group/Substance	Examples of properties
1. Arsenic and its compounds <sup>1</sup>	Toxic, Environmentally hazardous
2. Brominated flame retardants	Potentially PBT/vPvB, PBT/vPvB
3. PFOA (perfluorooctanoic acid)	Persistent, bioaccumulative, probable reproductive toxicity
4. PFOS (perfluorooctanesulfonates)	Potentially PBT/vPvB, PBT/vPvB
5. Organotin compounds	Potentially PBT/vPvB, PBT/vPvB, Toxic, Environmentally hazardous
6. Biocidal product applied on products (surface treatments) to provide a disinfectant or anti-bacterial effect.	Toxic, Environmentally hazardous

<sup>1</sup> Arsenic, or arsenic compounds, are not permitted to be added to the product. Contamination of used raw materials is not permitted to exceed 10 mg/kg. The concentration limit is set based on regulatory requirements for soil quality to ensure that accepted products do not raise background concentrations through their use or disposal (for example; sludge from sewage treatment works Swedish Ordinance 1998:944, Section 20). The same concentration limits are found in the Swedish Environmental Protection Agency's general guidelines for less sensitive land use (MKM).

<i>Product identification: (designation and article number)</i>	Loft Ladder "Polar 60 mm 84/69/-255 4-teilig" Item No: 10641 (EAN: 9004875106417)
<i>State the reference document (name and version/date) that contains the actual Declaration of Contents:</i>	
<i>Person responsible for the declaration:</i>	Johannes Franek
<i>Signature:</i>	
<i>Place and date (year, month, day):</i>	St. Lorenzen, Austria, 2019-07-17

## Declaration of contents, BVB's declaration requirements, 2016-1

A complete declaration of contents in accordance with the instructions should be made for both products and chemical products. For products, concentrations have to be reported as a weight% for the entire product as minimum. The contents can be provided in other documentation, if the reporting instructions are complied with, or alternatively supplemented so that they are in compliance. Reporting requirements for the Accepted level correspond to the requirements for "e-BVD2015".

For the Accepted and Recommended levels, classified substances are needed to be reported in the documentation if concentrations exceed limits (weight%) in accordance with *Table 5, Classified substances*. Those substances that are not included in Table 5 must be reported when concentrations of  $\geq 2\%$  occur.

Material and substance contains can be provided in intervals. Examples of accepted intervals are:  $\leq 1\%$ , 1-2.5%, 2.5-10%, 10-25%, 25-50%, 50-75%, 75-100%. In occasion of large intervals, state the reason for the variance and describe what materials/substances increase or decrease in proportion if the product, for example, comes in different sizes.

If classification is applied that is not covered by harmonized classification, this information requires to be reported in the comments column for that substance.

*Table 5, Classified substances*

Hazard class	Reporting limit	
	Accepted	Recommended
Carcinogenic categories 1A and 1B (H350)	$\geq 0.1\%$	$\geq 0.01\%$
Carcinogenic category 2 (H351)	$\geq 1\%$	$\geq 0.1\%$
Mutagenic categories 1A and 1B (H340)	$\geq 0.1\%$	$\geq 0.01\%$
Mutagenic category 2 (H341)	$\geq 1\%$	$\geq 0.1\%$
Reproductive toxicity, categories 1A and 1B (H360)	$\geq 0.3\%$	$\geq 0.03\%$
Reproductive toxicity, category 2 (H361)	$\geq 2\%$	$\geq 0.3\%$
Reproductive toxicity effects on or through breastfeeding (H362)	$\geq 0.3\%$	$\geq 0.03\%$
Endocrine disruptors <sup>1,2</sup>	$\geq 0.1\%$	$\geq 0.01\%$
PBT and/or vPvB <sup>3</sup>	$\geq 0.1\%$	$\geq 0.01\%$
Skin sensitizers (H317)	$\geq 1\%$	$\geq 0.1\%$
Respiratory sensitizers (H334)	$\geq 0.2\%$	$\geq 0.02\%$
Hazardous to aquatic environments, chronic category 1 (H410)	$\geq 2\%$	$\geq 0.25\%$
Ozone depleting substances (EUH 059 and H420)	$\geq 0.1\%$	$\geq 0.01\%$
Acute toxicity category 1 (H300, H310, H330, H301, H311 and/or H331)	$\geq 0.1\%$	$\geq 0.01\%$
Acute toxicity category 2 (H300, H310, H330, H301, H311 and/or H331)	$\geq 1\%$	$\geq 0.1\%$
Acute toxicity category 3 (H300, H310, H330, H301, H311 and/or H331)	$\geq 2\%$	$\geq 1\%$
Pure or compounds of cadmium (Cd)	$\geq 0.01\%$	$\geq 0.001\%$
Pure or compounds of lead (Pb)	$\geq 0.1\%$	$\geq 0.01\%$
Pure or compounds of mercury (Hg)	Contamination $\geq 2.5$ mg/kg (ppm) of active additives must always be reported.	
<sup>1</sup> Endocrine disruptors (EDS list)	$\geq 0.1\%$	$\geq 0.01\%$
<sup>2</sup> Endocrine disruptors (SIN list)		$\geq 0.01\%$
<sup>3</sup> PBT, vPvB (SIN list)	$\geq 0.1\%$	$\geq 0.01\%$
Candidate List	$\geq 0.1\%^*$	$\geq 0.01\%$
Other classifications or unclassified substances and material	$\geq 2\%$	$\geq 2\%$

\*Substances on the Candidate List have to be reported at component level.



## Descriptions of material

Substances should be reported with their CAS- or EC number. Exemptions for certain material can be performed in accordance with the following instructions.

Metals should always be reported together with their alloy number. Alternatively, substances comprising more than 0.01% of the alloy has to be specified in the documentation.

Plastics and rubber materials should be reported together with their name so that it is clearly which monomers that are included, for example, acrylonitrile butadiene styrene (ABS), polyethylene (PE), etc. Additives that have not formed polymers should always be reported in accordance with requirements specified above (for example pigments, plasticizers, stabilizers, etc.).

Plastics/polymers with descriptions in line with the following list are accepted without specification of monomers.

- Polycarbonate (pertains to bisphenol A based polycarbonates)
- Polyester (monomers must be specified for halogenated polyesters)
- Polyurethane (monomers must be specified for halogenated polyurethanes)
- Fiberglass reinforced epoxy resin laminates FR4 (pertains to tetrabromobisphenol A based polymers)
- MS-polymer (refers to silane modified polyether)

**Note that if the plastic/polymer contains additives (such as pigments, plasticizers, stabilizers, etc.), they shall always be reported in accordance with the declaration requirements.**

Other materials with the following descriptions are accepted without clarification or detailed description of their components as the materials normally consist of:

- Glass (any content of lead needs to be reported for the assessment level recommended, e.g. relevant for recycled glass)
- Concrete (polymers included in the concrete are reported separately)

Examples of designations of plastics/polymers and other material descriptions that require further clarification are:

- Polymer dispersion
- Copolymer
- Thermoplastic elastomers (TPE)
- Thermoplastics
- MS polymers
- Mineral fillers
- Silanes: The type of polymer needs to be given, e.g. if it refers to a silane/silyl modified polyether or polyurethane.
- PVC: for contents above 2%, plasticizers always needs to be given with CAS no. Concentration of plasticizers below 2%, needs to be declared according to declaration requirements specified in Table 5. If no plasticizer is declared, the reason for that needs to be given.
- EPDM and SBR rubber: for levels above 2%, mineral/paraffin oil always needs to be given with CAS no. As an alternative, the maximal PAH content in the material can be given. For products intended to be used in contact with skin, the maximum content of PAH content shall be reported.
- The PAH content in the material needs to be reported for the assessment level recommended when asphalt/bitumen is present above 10% in the product.

For complex products, references to subcomponents which are assessed in BVB's systems with a specified BVB ID, can be used.