

2020.12

Guidance on the Chemicals Manufacture·Importation Procedures

『Chemicals Control Act』

— Verification of Chemicals —



※ This guidance is a reference to help understand the 「Chemicals Control Act Article 9 (Verification of chemical substances)」



Guidance on the Chemicals Manufacture·Importation Procedures in accordance with 「Chemicals Control Act」

■ Chemicals Verification system



1. Submission of Written detailed statement of verification on Chemical Products

- ▶ **Manufacturer or Importer of chemicals shall submit 「Detailed statement of verification」 to Korea Chemicals Management Association (hereinafter referred to as KCMA) prior to the manufacture or import (Customs clearance) after self-confirming whether the chemicals or the products are containing the regulated chemicals (hazardous chemical substance, non-phase-in substances, phase-in substance to registration)**
- Meanwhile, detailed statement is not needed for substances that are not directly involved in sales on the market, such as a reagent for use in experiments, research, testing for such purpose testing or chemicals for demonstration production. Detailed statement may be submitted within thirty days after its manufacture or importation (Enforcement Rule of the Chemicals Control Act Article 2 paragraph 3)
- ※ “Chemical substances”? : means any element, compound, and chemical substances obtained as a result of an artificial reaction therewith, and any chemical substances chemically transformed, extracted, or refined from chemical substances existing in nature
- ※ “Regulated chemicals”? : Phase-in substances, Non-phase-in substances, toxic substances, Substances subject to authorization, Restricted · prohibited substances, Substance requiring preparation for accidents.

▶ Subject of Submission

A person who intends to manufacture chemicals(substance) or import chemicals(substance or mixture) in accordance with the Chemicals Control Act

▶ Number of Submission

One submission per one product. But resubmit if composition, content, and notification information are changed.

▶ Substances that are not subject to CCA

- Radioactive substances under 『the Nuclear Safety Act』
- Medicines and non-pharmaceutical items under 『the Pharmaceutical Affairs Act』
- Narcotics under 『the Act on the Control of Narcotics, etc.』
- Cosmetics and raw materials used for cosmetics under 『the Cosmetics Act』
- Pesticides and technical ingredients under 『the Pesticide Control Act』
- Fertilizers under 『the Fertilizer Control Act』
- Foods, food additives, appliances, containers, and packages under 『the Food Sanitation Act』
- Livestock feed under 『the Control of Livestock and Fish Feed Act』
- Explosives under 『the Control of Firearms, Knives, Swords, Explosives, etc. Act』
- Military supplies (excluding conventional items) under 『the Act on the Management of Military Supplies』

- Functional health foods under 『the Functional Health Foods Act』
- Medical devices under 『the Medical Devices Act』
- Toxic gases under 『the High-Pressure Gas Safety Control Act』
(Meanwhile, Detailed statement of verification of chemical is subject to Article 3 paragraph 2 of the 『Chemicals Control Act』.)

► Exemption of Submission

- Chemicals that are contained in a product that exerts specific functions in a specific solid form, which do not flow out in the process of using the product, such as telephone, toy, computer and etc.
- Exemption Standard of certification of chemicals
(MOE notification # 2020-155, designated on 2020.7.13)
 - Chemicals which are contained in a product that exerts specific functions in a specific solid form, which do not flow out in the process of using the product.
 - Chemicals which are an integral part of an imported machine and a chemical substance imported along with a machine or equipment for the purpose of a trial run. (excludes, substances that are imported as itself)
 - Chemicals produced in the process of manufacturing other chemicals and the whole quantity of which is used in such chemical process, which is not intentionally removed or isolated from the manufacturing facility
 - Chemicals that are produced by random chemical reaction due to exposure to environmental factors such as air, moisture, microorganism and sunshine.
 - 「Chemical substances subject to exemption from registration or notification」 Annex 1. (MOE Notification) (However, hydrates and hazardous chemicals are excluded)
 - 「Chemical substances subject to exemption from registration or notification」 Annex 1. (MOE Notification) (However, hydrate and activated carbon are excluded[Activated charcoal ; 64365-11-3, Activated carbon ; 7440-44-0])
 - Chemicals which are imported for personal use in daily lives (toxic chemicals are not included)

► When the hazardous chemicals and Phase-in(Non phase-in) substance(s) are contained at the time of verification of chemical submission, a person submits the verification of chemical is responsible for additional regulatory declaration or procedures.

ex) Apply for registration exemption in accordance with ARECs when the chemicals contain non-phase-in chemical substances.



- In order to comply with CCA, fill out Annex 1 of CCA Enforcement Rule. Attach specification of ingredients or Letter of Confirmation(LOC) and submit to KCMA. This guidance does not include legal English Annex. Please refer to the explanation which explains what should be included in the form. Korean Annex is attached in the back if this guidance.

※ Annex 1 of CCA has been changed due to revision on Enforcement Rule which was made on Sep 29th, 2020

(1) Check the chemicals to be manufactured or imported

(2) Manufacturer (importer) : Enter details of the manufacturer (importer) enforced by CCA

- Manufacturer : A person who manufactures chemicals within the territory of Republic of Korea
- Importer : “A Person liable for duty payment” under Article 19 of Customs Act

(3) Manufactured (imported) products record

- Product name : The product names should be same as the name of the products used as attachment for the verification statement.
- In case of manufactured and imported products, enter the name of the manufactured or imported products. (Especially, name of the imported products should be entered only in English)
- Imported Country : Enter “Shipment country” as it is declared in duty declaration form
- HSK No. : In case of import, enter “10–digit item code specified in the Harmonized System of Korea” (HSK No) as it is declared in duty declaration form

※ Make inquiries to custom import declare proxy offices when hard to confirm

○ Verification Methods

Specification of Ingredients	Certificate of verification of chemicals	Letter of Confirmation
When specification on ingredients is provided from manufacturer (exporter) and it is confirmed	When KCMA issued certificate of verification of chemicals	An appointee who was authorized with manufacturer, importer verification When domestic&oversea third party provided verification document for criteria

* Specification on Ingredients (CCA Enforcement Rule Article 2 paragraph 1 clause 1) : Document stating the names, ingredients, CAS (Chemical Abstracts Services) numbers and etc. of chemicals which constitute a product intended to be manufactures or imported. Refer to below example of specification on ingredients.

(4) Imported product information

○ Model · standard : In case of imported products, enter the specifications listed on the import declaration Form 3 in accordance with Annex 1 of CUSTOMS ACT

(5) Provider of verification documents

○ Enter document offerer's business name and name of person in charge and ect, when "verification document" of "⑥ verification method" of manufactured (imported) product record is checked.

(6) Verification Contents – Enter whether the product contains regulated chemicals

(7) Manufacturer's (importer's) official seal or signature

2. Application for certificate of verification of chemicals

- ▶ A system for manufacturers or importers to request for confirmation of regulated chemicals to KCMA in case they could not self-confirm whether their chemicals are containing the regulated chemicals

※ One requesting for certificate of confirmation should attach "specification of 100% ingredient"
(Manufacturer's (importer's) official seal or signature)

- ▶ Submission of verification of chemicals is exempted for those issued with certificate of verification of chemicals



► When manufacturer (exporter) disclosed all ingredients and contents

KASMI Ltd. 1-21-7, Toranomom Minato-Ku, Tokyo 105, JAPAN Tel : 03-3592-2228 Fax : 03-2592-2230		
Product name : QuRar 4040-a		
Chemical name	CAS No.	Content
Maleic acid Monobutyl ester-styrene polymer	25215-62-7	42%
2-Propenoic acid methyl ester polymer with styrene and 1,2-ethanediol	27881-32-9	35%
Ammonium hexafluorotantalate	33380-11-9	23%
		TOTAL 100%
Best Regards,		
Name :(Signature or Seal)		
Name of Department :		
DATE :		

※ Note : The sum of ingredient percentage should add up to 100%

▶ When manufacturer (exporter) revealed all the ingredients but avoids disclosing exact percentage to protect the confidential business information

(The exact content percentage or content percentage range must be disclosed when containing regulated chemicals)

KASMI Ltd.
 1-21-7, Toranomon Minato-Ku, Tokyo 105, JAPAN
 Tel : 03-3592-2228
 Fax : 03-2592-2230

PRODUCT NAME : LSB-404052

Chemical name	CAS No.	Content
Decanoic acid octyl ester	2306-92-5	
Methylphenylsilane	766-08-5	
1,2,4-Triazole-3-carboximide	3641-08-5	
Xylene	1330-20-7	< 3%
Toluene	108-88-3	0.1~0.5%

We certify that the above product is composed of the following ingredients and does not have any other composition.

Sincerely yours,

Name :(Signature or Seal)
 Name of Department :
 DATE :

※ Note :

1. Phrase, "we certify that the above product is composed of the following ingredients and does not have any other composition", can be used instead of the exact content when ingredients do not contain toxic or regulated chemicals

2. Content or content range* must be disclosed when containing toxic or hazardous chemicals (including the case where the substances contents are below the announced standard)

* When disclosing the content range(percentage) of toxic or regulated chemicals instead of exact content, toxic and regulated chemicals must be accurately confirmed

ex) Sodium hydroxide < 3% (Approved, not toxic chemical)

Sodium hydroxide 4 ~ 7% (Not approved, can not confirm if the substance is toxic chemical because it is hard to decide for announced standard)



▶ Letter of Confirmation(LOC)

To whom it may concern:

Letter of Confirmation

Product Name :

Relying on the Certificate of Composition of the above-identified product, I/we hereby confirm that the product contains the following regulated chemical substance(s) as its component(s).

▪ Confidential business information can be marked with 'CBI'.			
Regulated chemicals	CAS No	Chemical Name	Content(%)
Phase-in substance(s)	CBI	CBI	CBI
Non phase-in substance(s)	CBI	CBI	CBI
▪ Mandatory to submit all information on regulated 'Hazardous Chemical Substance'.			
Regulated chemicals	CAS No	Chemical Name	Content(%)
Toxic substance(s)	50-00-0	Formalin	50
Substance(s) subject to authorization			
Restricted Substance(s)	50-00-0	Formalin	50
Prohibited Substance(s)			
substance(s) requiring preparation for accidents	50-00-0	Formalin	50

And, we confirm that all components of the product, excluding the above components, are not designated as toxic substances, substances subject to authorization, restricted substances, prohibited substances, substances requiring preparation for accidents regulated under the Chemicals Control Law, and have been listed in the Korea Existing Chemical Inventory.

which checked at ncis(<https://ncis.nier.go.kr/en/main.do>).

Date :

Sincerely yours,

Name :(Signature or Seal)

Title : Name of Department :

Company : Address:

Tel : Fax :

E-mail



① Please visit <http://ncis.nier.go.kr/>

– Then click the English button (top right of the screen)

※ Please search “Chemicals Information System” in android
“Play store” in your smart phone > Download the application

② Searching guide



※ Please enter the chemical name or CAS No which is contained manufactured or imported product

③ View the results of your search

Chemical Search

Search Results 3

10 Items per Page

CAS No.	Chemical Name	NIER's No.					Percentage & Regulatory Information
		KE No.	Hazardous chemical substances	Substances subject to intensive control	CMR substances	Substances requiring preparation for accidents	
68650-00-0	Fatty acids, tall oil polymers with pentaerythritol, phthalic anhydride and tung oil, oxidized	KE-16170					
50-00-0	Formalin [Other names: Formaldehyde,]	KE-17074	97-1-345 06-5-5	물질1-1		1	View info
13150-00-0	Sodium 2-[2-(2-(dodecyloxy)ethoxy)ethoxy]ethyl sulfate	KE-31442					

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- When there is no matching result, or the substance is only marked on the "OECD HPV chemicals", it is considered "Non-phase-in substance" (※ "OECD HPV chemicals" means chemical substances that are globally manufactured or imported over 1,000 tons.)
- Please note that the information on salts of toxic substance or heavy metal compound may not be found at NCIS. In this case, it is recommended to consider relevant Public Notices of the Ministry of Environment for understanding accurate regulatory information.
- When the substance you search is a "hydrate" and other substance except the hydrate is listed as phase-in substance, the substance you search is not deemed as non-phase-in substance.
- "Hydrate" of phase-in substance subject to registration is also deemed as phase-in substance subject to registration.
- Percentage in product and regulatory information of toxic substance, substance subject to authorization, restricted substance or prohibited substance are also available by clicking "Percentage & Regulatory Information".
- When "Substance Requiring Preparation for Accidents" under NIER's No. is marked, it is recommended to find more information at "Korea Information System for Chemical Management (<http://kischem.nier.go.kr>)."
- DISCLAIMER

The information on this web site is intended to be useful and informative as a reference for those preparing registration of chemical substance and other stakeholders. This web site, its operator and the Ministry of Environment shall not be liable for any losses or damage of any kind arising out of use, reference to, or reliance on the information contained within this web site.

- ✳ Confirming whether it is phase-in chemicals, toxic chemical substances, authorized chemical substances, restricted or prohibited chemical substances, substance requiring preparation for accidents
- If results show "No search result" or only "OECD HPV chemicals" is checked, the chemical substance is non-phase-in substances.
- If the substance is hazardous chemical substances, click the chemical information and check the details.



► Chemicals Control Act Article 2

1. The term "**chemical**" means elements, compounds, and substances obtained by causing artificial reactions therewith, and any substance chemically transformed, extracted, or refined from substances existing in nature
2. The term "**toxic substance**" means poisonous chemicals prescribed and announced by the Minister of Environment in accordance with standards prescribed by Presidential Decree
3. The term "**substance requiring permission**" means chemicals likely to be harmful, which are announced by the Minister of Environment following consultations with the heads of relevant central administrative agencies and deliberations by the Chemicals Assessment Committee under Article 7 of the Act on Registration, Evaluation, etc. of Chemicals so that such chemicals may be manufactured, imported, or used with permission from the Minister of Environment
*** In this guidance, "substance requiring permission" is described as "Substance(s) subject to authorization".**
4. The term "**restricted substance**" means chemicals likely to be seriously harmful where they are used for specific purposes, which are announced by the Minister of Environment, following consultations with the heads of relevant central administrative agencies and deliberations by the Chemicals Assessment Committee under Article 7 of the Act on Registration, Evaluation, etc. of Chemicals to prohibit the manufacture, importation, sale, keeping, storage, transportation, or use of such chemicals for such purposes
5. The term "**prohibited substance**" means chemicals deemed seriously harmful where they are used for specific purposes, which is designated and announced by the Minister of Environment, following consultations with the heads of relevant central administrative agencies and deliberations by the Chemicals Assessment Committee under Article 7 of the Act on Registration, Evaluation, etc. of Chemicals to prohibit the manufacture, importation, sale, keeping, storage, transportation or use of such chemicals for all purposes
6. The term "**substance requiring preparation for accidents**" means chemicals highly likely to cause chemical accidents due to their high acute toxicity, explosiveness, etc. or likely to cause severe damage where a chemical accident occurs among the chemicals, which is designated and announced by Presidential Decree under Article 39 because he/she deems it necessary to make preparation for chemical accidents
7. The term "**hazardous chemical**" means toxic substances, substances requiring permission, restricted substances or prohibited substances, substances requiring preparation for accidents, or other chemicals which are or are likely to be poisonous or harmful



► ARECs Article 2

1. The term "**Non-phase-in substance(s)**" means all chemical substances excluding phase-in substances

※ Detailed information regards to 『CCA』 and composition & submission of detailed statement of verification of chemicals can be found at archives in National legislation information center in Ministry of Government Legislation website (<http://www.law.go.kr>) and Electronic Civil Service website (<http://ols.kcma.or.kr>)





Related forms (Revised Sep 29, 2020)



■ 화학물질관리법 시행규칙 [별지 제1호서식] <개정 2020. 9. 29.>

[] 제 조 [] 수 입 화학물질 확인명세서

※ 뒤쪽의 작성방법을 참고하시기 바라며, 색상이 어두운 란은 신청인이 적지 않습니다.

(앞쪽)

접수번호	접수일	발급일	처리기간	즉시	
제조 (수입)자	상호(명 칭)		사업자등록번호		
	성명(대표자)		담당자 성명 및 연락처		
	주소(사업장)				
(전화번호:)					
제조 (수입) 제품명세	① 제품명(상품명)	② 수입국	③ 연간제조(수입) 예정량(kg)	④ HSK No.	⑤ 주요용도
	⑥ 확인방법	[] 성분명세서 [] 화학물질확인 증명서(증명번호: 제 호) [] 확인 관련 서류(제공사: [] 제조자 [] 수출자 [] 확인을 위임받은 자)			
수입제품 (상품) 정보	⑦ 모델 · 규격				
확인 관련 서류 제공자	상호(명칭)				
	주소				
	(전화번호:)				
	담당자	성 명	전화 및 팩스		
		부서명	전자우편		
⑧ 확인 내용	구분	함유여부	있음		없음
	기존화학물질	「화학물질의 등록 및 평가 등에 관한 법률」 제10조에 따른 등록대상	[]	[]	[]
		「화학물질의 등록 및 평가 등에 관한 법률」 제11조에 따른 등록면제대상	[]	[]	[]
	신규화학물질	「화학물질의 등록 및 평가 등에 관한 법률」 제10조에 따른 등록대상	[]	[]	[]
		「화학물질의 등록 및 평가 등에 관한 법률」 제11조에 따른 등록면제대상	[]	[]	[]
	유독물질	화학물질명[화학물질 식별번호(CAS No.)]			[]
		함량 또는 함량범위(%)			[]
	허가물질	화학물질명[화학물질 식별번호(CAS No.)]			[]
		함량 또는 함량범위(%)			[]
	제한물질	화학물질명[화학물질 식별번호(CAS No.)]			[]
		함량 또는 함량범위(%)			[]
	금지물질	화학물질명[화학물질 식별번호(CAS No.)]			[]
		함량 또는 함량범위(%)			[]
	사고대비물질	화학물질명[화학물질 식별번호(CAS No.)]			[]
함량 또는 함량범위(%)				[]	

「화학물질관리법」 제9조제1항 및 같은 법 시행규칙 제2조제2항에 따라 [] 제조 [] 수입하는 위 제품을 구성하는 화학물질을 확인합니다.

년 월 일
제조(수입)자 : (서명 또는 인)

210mm × 297mm [백상지 80g/㎡]



첨부서류	「화학물질관리법 시행규칙」 제2조제1항 각 호의 서류 중 화학물질확인에 이용한 자료 1부
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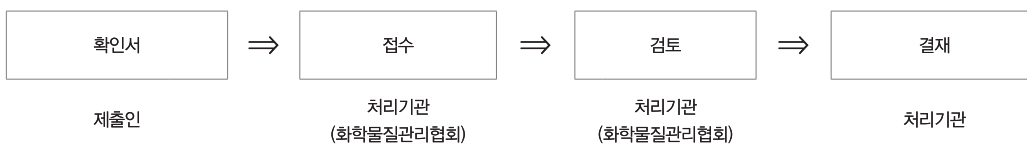
작성방법

1. “제조자”란 「화학물질관리법」에 따른 화학물질을 제조하는 자를 말하며, “수입자”란 같은 법에 따라 수입하려는 자(「관세법」 제19조에 따른 납세의무자)를 말합니다.
2. ①란은 제품명을 제조 또는 수입으로 구분하여 적습니다.
3. ②란은 화학물질을 수입하는 경우에만 그 수입국을 적습니다.
4. ③란은 연간 제조량 또는 수입량을 예상하여 적습니다.
5. ④란은 화학물질을 수입하는 경우에만 수입상품에 대한 관세·통계통합분류표의 품목번호(HSK No.: Harmonized System Korea Number)를 적습니다.
6. ⑤란은 그 상품의 주요 용도를 적습니다.
7. ⑥란은 확인제품에 들어 있는 화학물질에 대하여 ⑧란의 각 확인 내용을 확인한 방법을 선택합니다. 단, 화학물질확인 증명서의 경우 「화학물질관리법」 제9조제3항 및 같은 법 시행규칙 제3조제2항에 따라 화학물질확인 증명서를 발급받은 자에 한하여 확인명세서의 제출이 면제됩니다.
8. 확인을 위임받은 자는 제조(수입)자를 대신하여 실제 화학물질에 대한 확인을 한 자를 말합니다.
9. ⑦란은 화학물질을 수입하는 경우에만 「관세법 시행규칙」 제1호의3서식에 따른 수입신고서에 기재하는 해당 수입제품(상품)의 모델 및 규격사항을 적습니다.
10. ⑧란은 기존화학물질, 신규화학물질, 유독물질, 허가물질, 제한물질, 금지물질 및 사고대비물질 함유여부를 해당란에 표시하여야 하고, 유독물질, 허가물질, 제한물질, 금지물질 및 사고대비물질이 함유되어 있는 경우에는 그 물질의 화학물질명, 화학물질 식별번호(CAS No.) 및 제품 중 함량 또는 함량범위(%)를 적어야 합니다.

처리절차

이 확인서는 아래와 같이 처리됩니다.

제출인	처리기관
	「화학물질관리법」 제55조제2항 및 같은 법 시행령 제22조제3항에 따라 해당 업무를 위탁받은 화학물질관리에 관한 협회





■ 화학물질관리법 시행규칙 [별지 제2호서식] <개정 2019. 12. 20.>

[] 제 조 화학물질확인 증명신청서 [] 수 입

※ 뒤쪽의 작성방법을 참고하시기 바라며, 색상이 어두운 란은 신청인이 적지 않습니다.

(앞쪽)

접수번호	접수일	발급일	처리기간 3일 (전문기관의 확인 등 특별한 사유가 있는 경우에는 7일)
신청인	상호(명 칭)	사업자등록번호	
	성명(대표자)	담당자 성명 및 연락처	
	주소(사업장)	(전화번호:)	
신청사항	① 제품명(상품명)		
	② 수입국		
	③ 연간제조(수입) 예정량	kg	
	④ HSK No.		
	⑤ 주요용도		
	수입제품(상품) 정보	⑥ 모델 · 규격	
	자료보호신청 여부	[] 해당 [] 해당없음	
확인신청 내용	[] 기존화학물질 등록대상 해당 여부 [] 신규화학물질 등록대상 해당 여부 [] 유독물질 해당 여부 [] 허가물질 해당 여부 [] 제한물질 해당 여부 [] 금지물질 해당 여부 [] 사고대비물질 해당 여부		

「화학물질관리법」 제9조제3항 및 같은 법 시행규칙 제3조제1항에 따라 위와 같이

[] 제조 화학물질확인 증명서 발급을 신청합니다.
[] 수입

년 월 일

신청인

(서명 또는 인)

() 협회 귀하

210mm×297mm[백상지 80g/㎡]



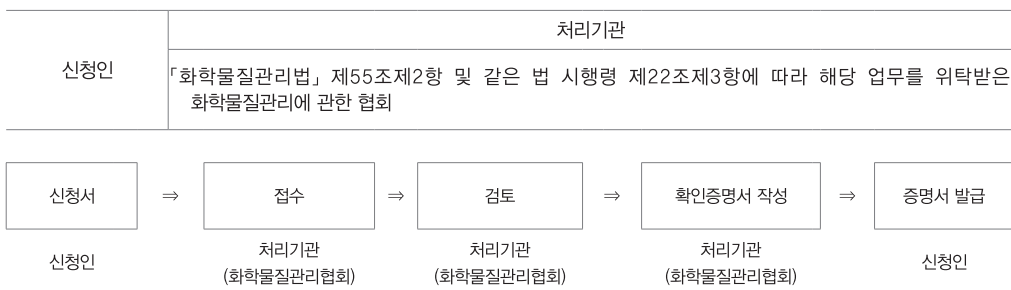
첨부서류	화학물질확인 증명서를 발급받으려는 제품을 구성하는 화학물질의 명칭, 화학물질의 함량, 화학물질 식별번호(CAS No.) 등이 적힌 성분명세서 1부	수수료 13,000원 (정보통신망을 이용한 전자화폐·전자결재 등의 방법으로 납부하는 경우 11,700원)
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작성방법

- ①란은 제품명을 제조 또는 수입으로 구분하여 적습니다.
- ②란은 화학물질을 수입하는 경우에만 그 수입국을 적습니다.
- ③란은 연간 제조량 또는 수입량을 예상하여 적습니다.
- ④란은 화학물질을 수입하는 경우에만 수입상품에 대한 관세·통계통합분류표의 품목번호(HSK No. : Harmonized System Korea Number)를 적습니다.
- ⑤란은 그 제품의 주요 용도를 적습니다.
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처리절차

이 신청서는 아래와 같이 처리됩니다.



memo





한국화학물질관리협회

서울특별시 양천구 곰달래로 34 (신월동 227-1), KCMA빌딩
<http://www.kcma.or.kr>
TEL : 02-3019-6773~6778 FAX : 02-587-2204