

User guide for the Hesse UFI-Tool for determining and applying UFI's to containers

Version 1.0

Introduction

From 1.1.2021 and within the framework of harmonised product reports in accordance with article 45 of the CLP regulation, the affected products must be reported and labelled with a clear formula identifier (UFI). The exact provisions for this are listed in the recently updated Annex VIII to the CLP regulation and will not be described further here.

The deadline for commercial products and consumer products is 1.1.2021. The affected products are products which ...

- constitute mixtures (i.e. contain more than one substance) and ...
- are classed with regards to health risk(s) and/or physical risks.

Classification as an environmental risk alone is not relevant here.

What does the Hesse UFI tool do?

As a trader, it is your responsibility to ensure that the affected products meet the requirements of the provisions of the CLP regulation at the time of delivery to the customer. In this case, that means that you must ensure that the affected products are labelled with a UFI.

The **Hesse UFI tool** aims to help you with ...

- identifying the mixtures in question, ...
- issuing the products with the applicable UFI in the event that no UFI already exists on the hazard label and ...
- Identify colour tone mixtures produced at the point of sale with the UFIs of the reported base products if the colour tone mixtures themselves are not reported and the UFIs of the raw materials need to be identified.

The **Hesse UFI tool** can only be used on products supplied by us. If you use **Paint Express** to create colour tone mixtures at the point of sale in accordance with our provisions on mixtures, the **Hesse UFI tool** may also be used on colour tone mixtures created using the products supplied by us to do this.

Colour tone mixtures that we supply to you are not subject to the regulations for colour tone mixtures created at the point of sale. These will be reported by us and, from January 2021, issued with a UFI on the hazard label.

If you create mixtures yourself at the point of sale, which do not constitute colour tone mixtures, these (unlike colour tone mixtures) may not be put on the market without reporting the mixture!

The "**Hesse UFI tool**" will be made available for download as an executable file as part of an update to **Paint Express**. You will need an internet connection in order to download the **Paint Express** update package and to use the **Hesse UFI tool**.

Installation

You can find the update programme for **Paint Express 3.1** to download through our website at <https://www.hesse-lignal.de/service/paint-express/paint-express-downloads.html>. Please download, install and follow the installation instructions.

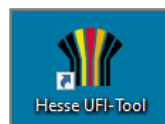


After successfully installing the "Hesse UFI Tool", it will appear on your desktop, where you can launch it by double clicking.

If you use **Paint Express 3.1**: A slight adjustment will be made to **Paint Express** as part of the update package. This allows **Paint Express 3.1** to provide the colour tone mixtures or self-input colour tone mixtures made on the system to the **Hesse UFI tool**, which will read and process these.

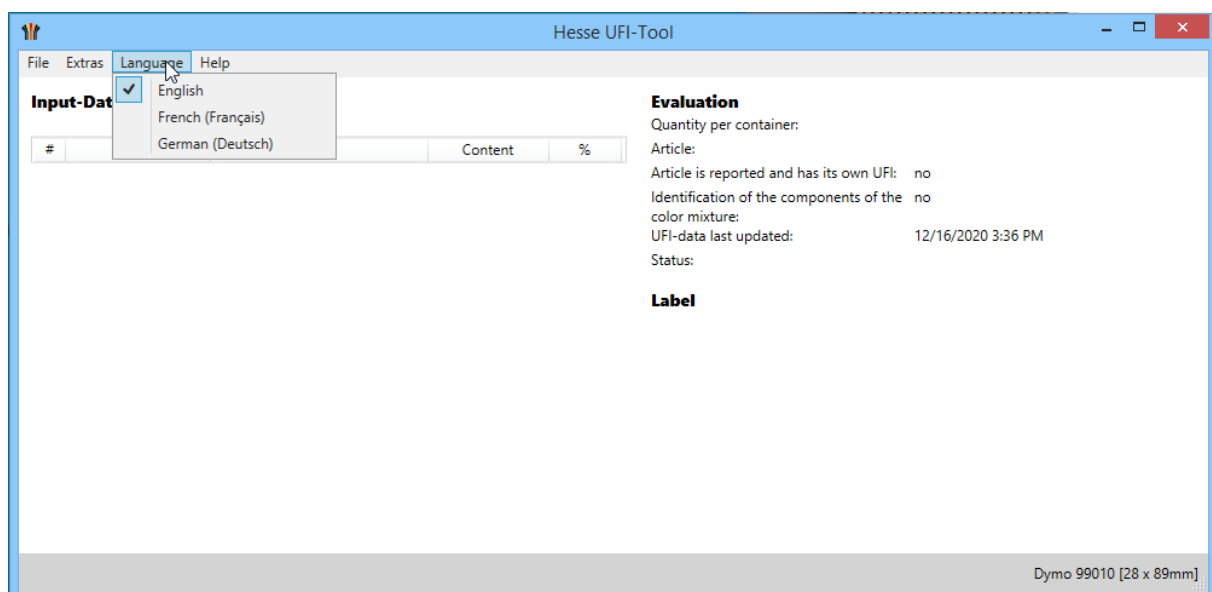
Programme launch

Upon installation, the **Hesse UFI tool** can be launched by clicking on this desktop icon.

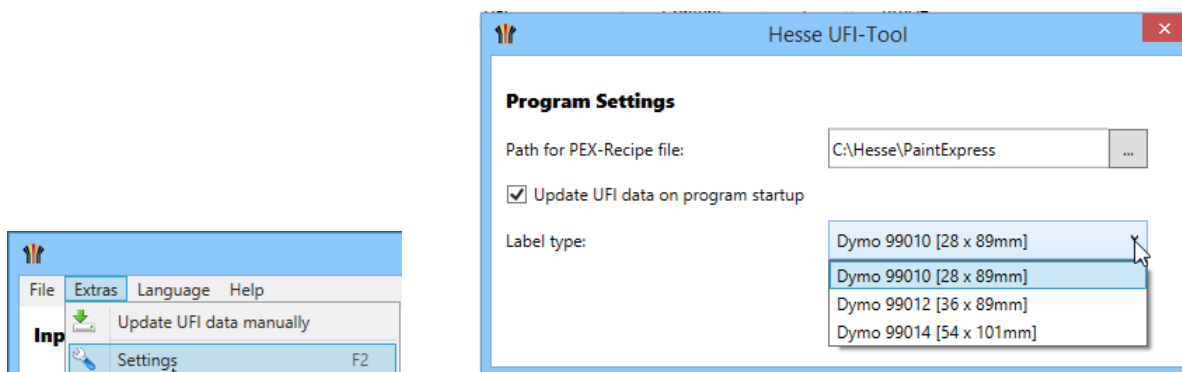


Presets

Then, please selected your preferred language. The available languages will be displayed to you. Select your preferred language from the list of languages on offer.

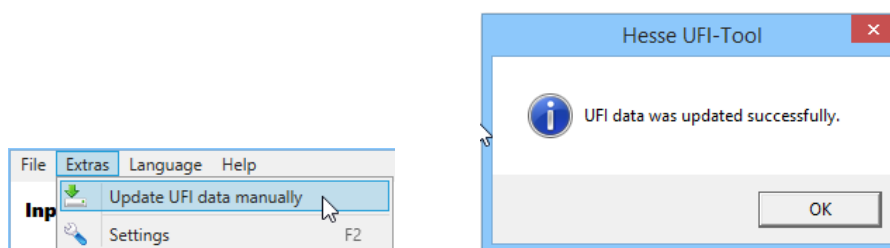


Under “Extras” - “Settings” (F2), you can still setup the desired label format for the “Dymo LabelWriter 450” label printer. Further settings do not need to be adjusted at this stage.



Database

All trader products are stored internally on the UFI tool (“UFI-Stock”). For reported products, their UFIs will also be stored here. This database is automatically updated when the software is launched by downloading the current data from our website. A manual update can be carried out by clicking on the button “Manually update UFI data”.



The database enables the **Hesse UFI tool** to differentiate between products that need reported and products that do not need reported. It can also determine and provide the correct UFI(s) for individual products and colour tone mixtures created at the point of sale.

Evaluation and status reports

The “Evaluation” section displays important data and a status report.

Evaluation	
Quantity per container:	
Article:	
Article is reported and has its own UFI:	no
Identification of the components of the color mixture:	no
UFI-data last updated:	12/16/2020 3:55 PM
Status:	

This section also contains, among other things, information about whether a product requires a report or how UFI designation is made. Please also note the status reports in the top line:

- UFI label can be printed
- UFI label cannot be printed
- Product not supplied by Hesse
- UFI label not required
- PEX-file cannot be read
- PEX file not ok

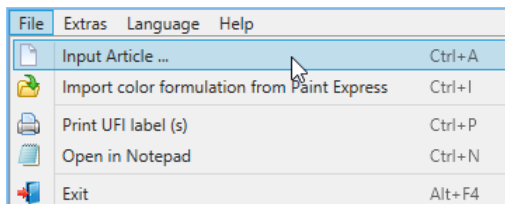
The individual status reports are explained later in the text.

UFI inspection of a selected product

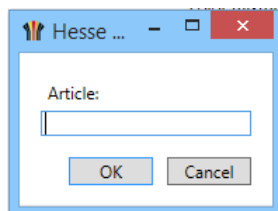
Objective

- To inspect whether a product has been reported and has its own UFI
- To post-label products supplied before 1.1.2021

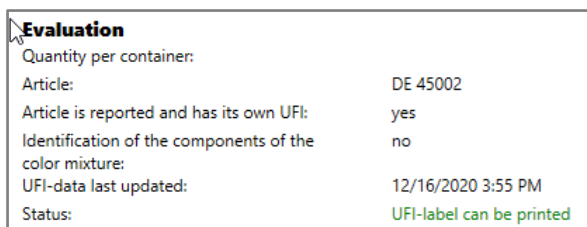
The menu button “files” - “input product” (CTRL+A) is used to determine the report status and therefore the presence of a UFI for a selected product. This function does not require a colour formula from **Paint Express** and the **Hesse UFI tool** does not therefore require the **Paint Express** software for this function. If you therefore, as a trader, do not offer colour tone mixtures made in the sales department and have not installed the Hesse **Paint Express** software, you can use this function to inspect whether a product has been reported and therefore whether it requires a UFI.



After clicking on this menu option, you will be asked to input the product number.



In the “Evaluation” section, you will find the result as a response. If the product is not listed in the UFI stock, you will receive the response “product not supplied by Hesse”. Normally, you will receive either the status report “UFI label can be printed” for a reported product or “UFI label not required” for a product that does not need to be reported.



If the evaluation states that the product has a UFI, this must be issued on the container, unless of course the UFI has already been printed on the hazard label by us. As we will report products and print the UFI on the hazard label from 1.1.2021, it will not be practically required to post-label when selling “old” containers.

Import colour formulas from Paint Express

Objective

- To label colour tone mixtures that are created in the sales department

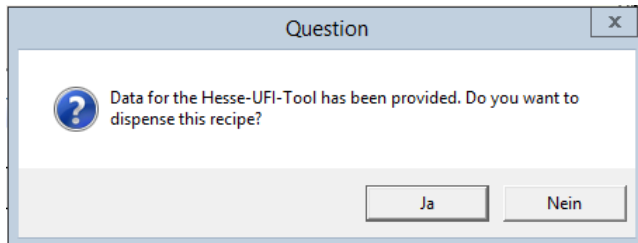
Note: For colour tone mixtures made in the sales department, it is often the case that the resulting product cannot be reported because the formula is not known in advance. In this case, you can list the individually reported components and their UFIs and the product itself will not need to be reported. This process is also applied to the colour tone formulas in **Paint Express**, if these themselves have not been reported.

The menu option “Files” - “Import colour formula from **Paint Express**” aims to determine the composition of components in the colour tone mixture that are subject to reporting and to prepare the required information. Ultimately, the UFIs must note the reported components and their amounts. This function will always require a colour formula from **Paint Express** and the **Hesse UFI tool** therefore requires the **Paint Express** software for this function. If you, as a trader, offer colour tone mixtures in the sales department that use the Hesse PAINT-EXPRESS software, this function can be used to generate the correct details for the UFIs.

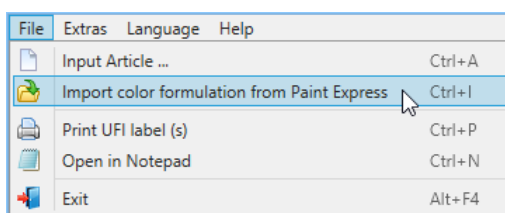
First, create the necessary file in **Paint Express**, which can then be read by the **Hesse UFI tool**. Then, as usual, invoke the desired colour formula in **Paint Express** or enter the desired formula.

Then click on “Formulation specification” (F3) and then on the menu option “Control mixing machine”. Simply by clicking on the menu option, the required file will automatically be sent to an internal folder for future use in the **Hesse UFI tool**.

Using the subsequent request that will open, you can now choose whether the formula should be actually dosed now. If yes, then confirm this using the corresponding button. If you do not wish to dose now and only want to use the file for further processing in the **Hesse UFI tool**, then click on “No”.



Then switch to the **Hesse UFI tool** and click on the “import colour formula from PAINT-EXPRESS” button (CTRL + I)



The data evaluation is displayed in the Evaluation section.

Evaluation	
Quantity per container:	1029.808 g
Article:	DBP 534-1005 (Hesse PUR Farblack)
Article is reported and has its own UFI:	no
Identification of the components of the color mixture:	yes
UFI-data last updated:	12/16/2020 12:54 PM
Status:	UFI-label can be printed

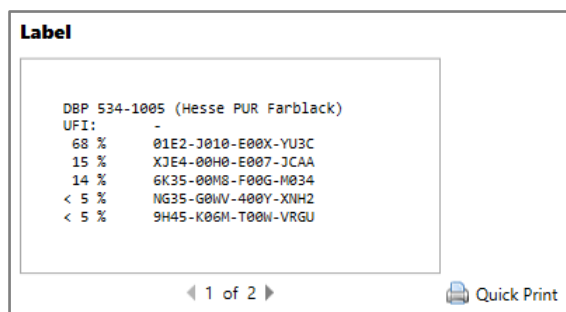
It also displays the formula. The formula components are sorted according to quantity and in descending order. The original formula item is set out under the “#” column.

#	Article	UFI	Content	%
1	DBM 45204-0901	01E2-J010-E00X-VU3C	701.47792	68.11737
8	EL 460-0048	XJE4-00H0-E007-JCAA	154.47191	15.00007
6	LPM 4815	6K35-00M8-F00G-M034	139.5132	13.54750
3	LPM 4810	NG35-G0WV-400Y-XNH2	25.39152	2.465656
7	LPM 4813	9H45-K06M-T00W-VRGU	6.7734	0.657734
5	LPM 4820	2Q45-K0KE-E00W-6ENY	1.51522	0.147136
4	LPM 4830	HP35-H09N-R00Y-8AP6	0.4248	0.041250
2	LPM 4896	K845-204E-W00E-WQRN	0.23961	0.023267

If there is a problem reading the file, the status field will show the message “PEX-file cannot be read”. If the PEX-file is corrupt, you will receive the status “PEX file not ok”. Normally, you will receive the message “UFI label can be printed”.

Print UFI label

The data generated is formulated as a label under the "Label" section.

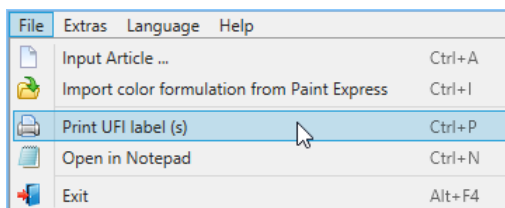


There are several options for transferring the UFI data to the container.

The **simplest solution** is to write the details onto the hazard label by hand by copying the details 1 : 1. This is only useful when post-labelling very few labels or for products that have been reported and have a single UFI. It is less useful for post-labelling several products or for colour tone mixtures created at the point of sale. In both cases, this involves a high degree of manual labour.

As a **comfortable solution**, our **Hesse UFI tool** offers the option to print the data using your standard printer and adhesive label paper. Moreover, you also have the option to print the labels directly using a Dymo LabelWriter 450 label printer. Click on the desired label type under the "quick print" button (bottom left in the Label section).

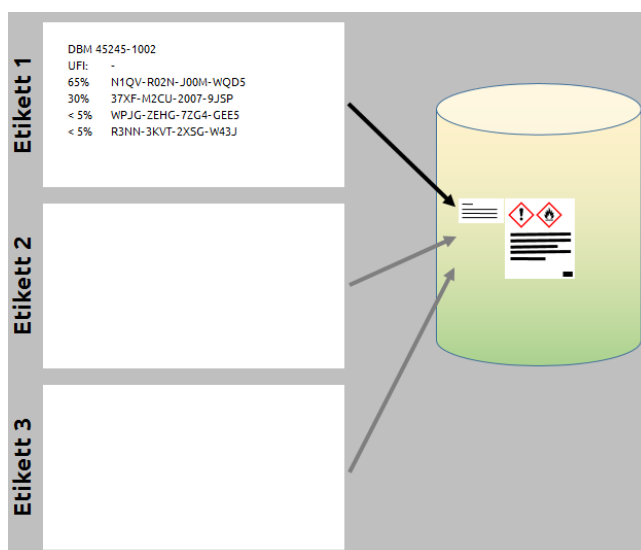
Generally, the label content is prepared so that it can be printed in any printer set up in Windows with the settings available in the printer menus. Furthermore, the file can be transferred to "Notepad" and then printed with ease using a suitable printer driver.



Please note that when using self-adhesive labels, the required details must be spread over several labels due to the small size of these labels. In most cases, there should be one adhesive label per container.

Apply UFI label to container

The label(s) must be applied to the container. The most important thing is that the labels are on the container. They should **preferably be placed next to the hazard label**, as the pre-printed UFIs will be printed on the hazard label. One option is shown in the following example:



Validity of the UFI

We wish to point out that the available UFIs in the **Hesse UFI tool** are based on our reports via the European Chemical Agency to the respective national bodies in the member states.

For all products obtained from Hesse, a UFI report will be made for your country.

If you also sell products internationally, we request that you quickly inform us of which countries so that we can report the products you obtained through us to these countries. Until the products have been reported in these countries, the products may not be sold there. The reports will be made by us to the additional countries in real time. Generally, the products will be approved for sale no later than three days later.

Report problems to Hesse

For any queries or problems about the "**Hesse UFI tool**", please contact our service hotline or your customer advisor.

Service-Hotline: +49 2381 963 846 service@hesse-lignal.de

In many cases, your query can be answered directly through the hotline or customer advisor. If this is not possible, i.e. in the case of highly-specific questions, your request will be referred to the responsible department and your question will be answered promptly.