

# SUPPLIER GUIDE

## FMD - FULL MATERIAL DECLARATION

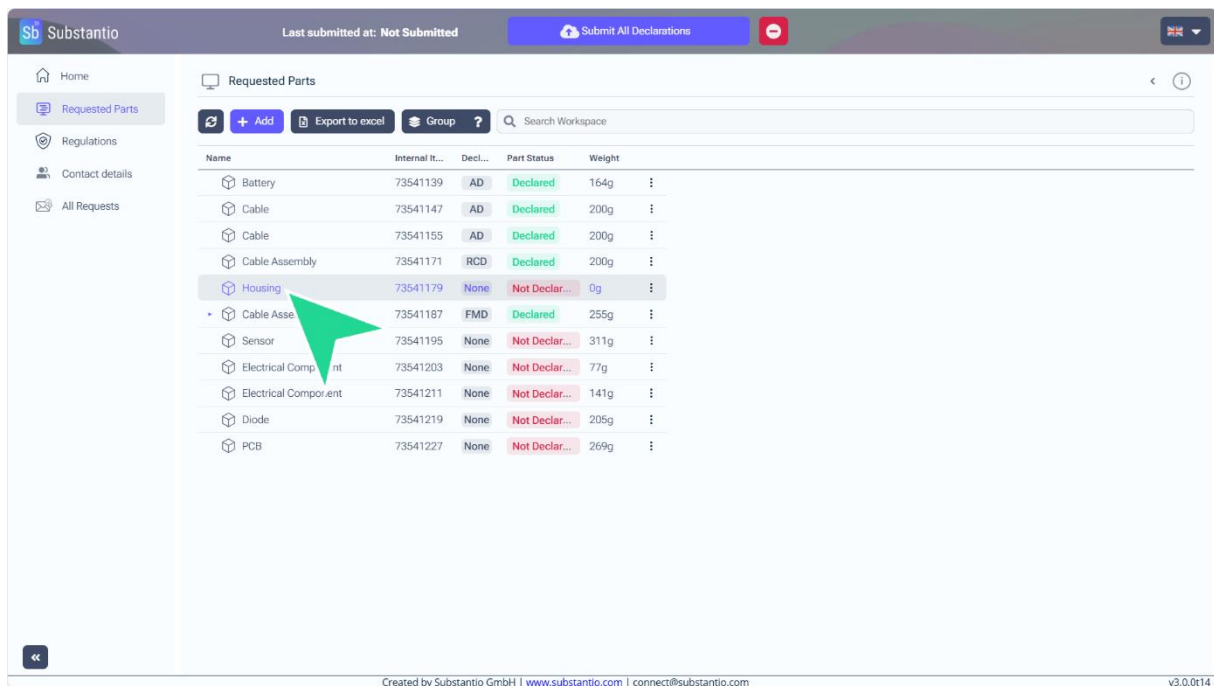
### FMD for a single part

This guide is designed to help you use the Substantio software to create a detailed Full Material Declaration (FMD) for the parts requested by your customer.

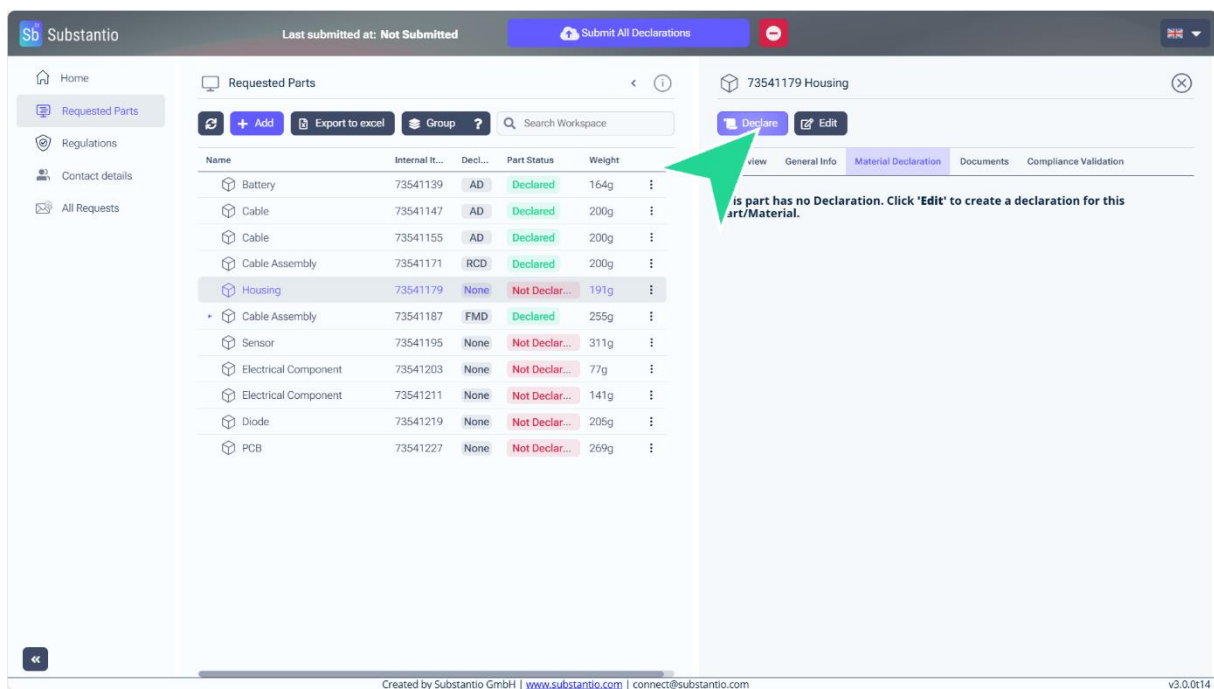
It includes the declaration of a single part.



1. Start the Declaration Process by clicking the **Declare now** button.



2. Choose the part you want to declare. By double clicking on it.



3. Click the **Declare** button.

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Name	Internal It...	Decl...	Part Status	Weight
Battery	73541139	AD	Declared	164g
Cable	73541147	AD	Declared	200g
Cable	73541155	AD	Declared	200g
Cable Assembly	73541171	RCD	Declared	200g
Housing	73541179	None	Not Declar...	0g
Cable Assembly	73541187	FMD	Declared	255g
Sensor	73541195	None	Not Declar...	311g
Electrical Component	73541203	None	Not Declar...	77g
Electrical Component	73541211	None	Not Declar...	141g
Diode	73541219	None	Not Declar...	205g
PCB	73541227	None	Not Declar...	269g

[Declaring] 73541179 Housing

Back Weight declaration 1/3 Next

Declare weight

Weight\*: 0 Unit\*: g

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4. Insert the **weight** and **unit** of your part.

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Name	Internal It...	Decl...	Part Status	Weight
Battery	73541139	AD	Declared	164g
Cable	73541147	AD	Declared	200g
Cable	73541155	AD	Declared	200g
Cable Assembly	73541171	RCD	Declared	200g
Housing	73541179	None	Not Declar...	0g
Cable Assembly	73541187	FMD	Declared	255g
Sensor	73541195	None	Not Declar...	311g
Electrical Component	73541203	None	Not Declar...	77g
Electrical Component	73541211	None	Not Declar...	141g
Diode	73541219	None	Not Declar...	205g
PCB	73541227	None	Not Declar...	269g

[Declaring] 73541179 Housing

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Declare weight

Weight\*: 191 Unit\*: g

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5. Go to the **next** step.

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Name	Internal ID...	Decl...	Part Status	Weight
Battery	73541139	AD	Declared	164g
Cable	73541147	AD	Declared	200g
Cable	73541155	AD	Declared	200g
Cable Assembly	73541171	RCD	Declared	200g
Housing	73541179	None	Not Declar...	191g
Cable Assembly	73541187	FMD	Declared	255g
Sensor	73541195	None	Not Declar...	311g
Electrical Component	73541203	None	Not Declar...	77g
Electrical Component	73541211	None	Not Declar...	141g
Diode	73541219	None	Not Declar...	205g
PCB	73541227	None	Not Declar...	269g

[Declaring] 73541179 Housing

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Material Declaration 2/3

Next

Select declaration type. Add materials and/or substances. Fill concentrations.

Create New Declaration

Regulatory Compliance Declaration

Regulatory Compliance Declaration (RCD): Specify the regulated substances groups per regulation. Needs to be updated when regulation changes.

How To

Create

Full Material Declaration

Full Material Declaration (FMD): List of all substances and materials within a part. At least 91% of the weight has to be declared. Does not need to be updated when regulation changes.

How To

Create

Unknown or Obsolete

An Abstract Declaration (AD) is used if the part is unknown or obsolete.

Unknown: in case you do not know or you do not recognize the part.  
Obsolete: in case the part is no longer provided/sold by your company.

Create Unknown

Create Obsolete

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6. Choose the **Create** button in the Full Material Declaration area.

### Bill of Materials:

#### Part: Housing

Material: Aluminium/Steel Alloy 180g

Substances: Aluminium 45%, Iron 55%

Material: 1.0044 Steel 11g

7. If you want to declare FMD you need to have a Bill of Materials with all materials and substances of your part (91% of the part must be declared).

The screenshot shows the Substantio web application interface. On the left is a sidebar with navigation links: Home, Requested Parts, Regulations, Contact details, and All Requests. The main area is divided into two panels. The left panel, titled 'Requested Parts', contains a table with columns: Name, Internal It..., Decl..., Part Status, and Weight. The right panel, titled '[Declaring] 73541179 Housing', shows the 'Material Declaration 2/3' form. A green arrow points to the 'Housing' row in the 'Requested Parts' table.

Name	Internal It...	Decl...	Part Status	Weight
Battery	73541139	AD	Declared	164g
Cable	73541147	AD	Declared	200g
Cable	73541155	AD	Declared	200g
Cable Assembly	73541171	RCD	Declared	200g
Housing	73541179	None	Not Declar...	0g
Cable Assembly	73541187	FMD	Declared	255g
Sensor	73541195	None	Not Declar...	311g
Electrical Component	73541203	None	Not Declar...	77g
Electrical Component	73541211	None	Not Declar...	141g
Diode	73541219	None	Not Declar...	205g
PCB	73541227	None	Not Declar...	269g

The right panel shows the 'Material Declaration 2/3' form. It includes a 'Back' button, a 'Next' button, and a 'Select declaration type. Add materials and/or substances. Fill concentrations.' instruction. Below this is a 'Full Material Declaration' section with a 'Create Material' button. A green arrow points to the 'Create Material' button.

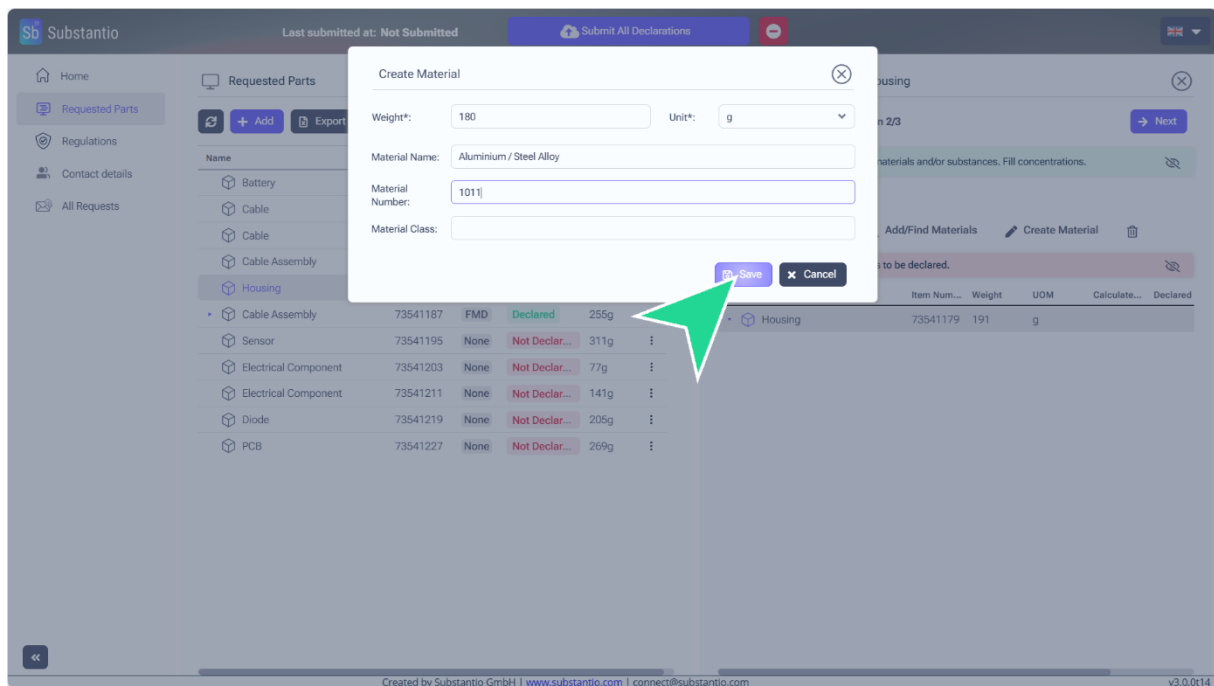
8. Choose the part.

This screenshot is similar to the previous one, showing the Substantio web application interface. The 'Requested Parts' table and the 'Material Declaration' form are visible. A green arrow points to the 'Create Material' button in the 'Full Material Declaration' section.

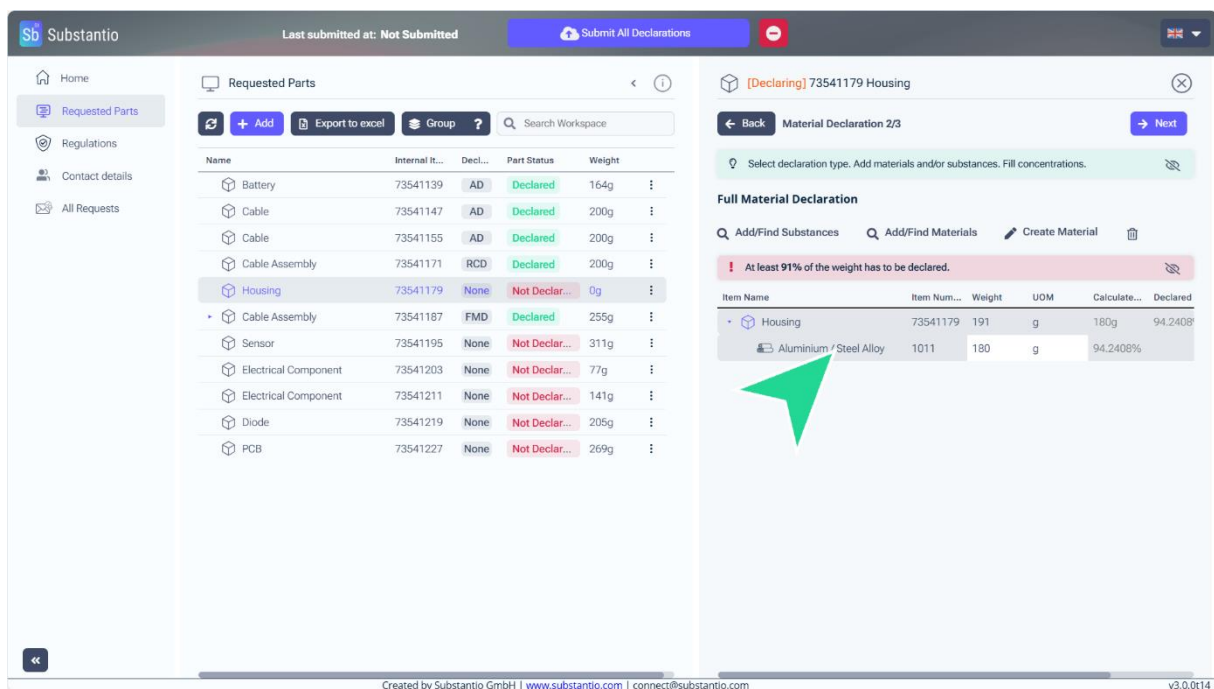
Name	Internal It...	Decl...	Part Status	Weight
Battery	73541139	AD	Declared	164g
Cable	73541147	AD	Declared	200g
Cable	73541155	AD	Declared	200g
Cable Assembly	73541171	RCD	Declared	200g
Housing	73541179	None	Not Declar...	0g
Cable Assembly	73541187	FMD	Declared	255g
Sensor	73541195	None	Not Declar...	311g
Electrical Component	73541203	None	Not Declar...	77g
Electrical Component	73541211	None	Not Declar...	141g
Diode	73541219	None	Not Declar...	205g
PCB	73541227	None	Not Declar...	269g

The right panel shows the 'Material Declaration 2/3' form. It includes a 'Back' button, a 'Next' button, and a 'Select declaration type. Add materials and/or substances. Fill concentrations.' instruction. Below this is a 'Full Material Declaration' section with a 'Create Material' button. A green arrow points to the 'Create Material' button.

9. If you want to add a new material, click the **Create Material** button.



10. Enter the material name, its weight, and a material number. This sets your new material up.



11. Click on the material you just created, to open it.

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Name	Internal It...	Decl...	Part Status	Weight
Battery	73541139	AD	Declared	164g
Cable	73541147	AD	Declared	200g
Cable	73541155	AD	Declared	200g
Cable Assembly	73541171	RCD	Declared	200g
Housing	73541179	None	Not Declar...	0g
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Diode	73541219	None	Not Declar...	205g
PCB	73541227	None	Not Declar...	269g

[Declaring] 73541179 Housing

Material Declaration 2/3

Select declaration type. Add materials and/or substances. Fill concentrations.

Full Material Declaration

Add/Find Substances

Add/Find Materials

Create Material

91% of the weight has to be declared.

Item	Item Num...	Weight	UOM	Calculate...	Declared
Housing	73541179	191	g	180g	94.2408
Aluminium / Steel Alloy	1011	180	g	94.2408%	

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12. Now you can **add substances** to this material.

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Substance Selector

Add to: Aluminium / Steel Alloy 1011

Aluminium

Selected Data:

Category Name	CAS	EC	Ch. Formula
No selected data			

Data to select:

Category Name	CAS	EC	Ch. Formula
Aluminium chloride, basic	1327-41-9	215-477-2	
Aluminium-potassium-fluoride	60304-36-1	262-153-1	
Aluminium-sodium-oxide	11138-49-1	234-391-6	
[Carbonato(2-)]hexadecahydroxybis(aluminium)hexamagnesium	11097-59-9	234-319-3	-
aluminium	7429-90-5		
Aluminium ammonium bis(sulphate)	7784-25-0		
Aluminium arsenide	25152-52-7		
Aluminium Arsenide	22831-42-1	245-255-0	
Aluminium-bromide	7727-15-3	231-779-7	
Aluminium-chloride	7446-70-0	231-208-1	013-003-00-7

Apply

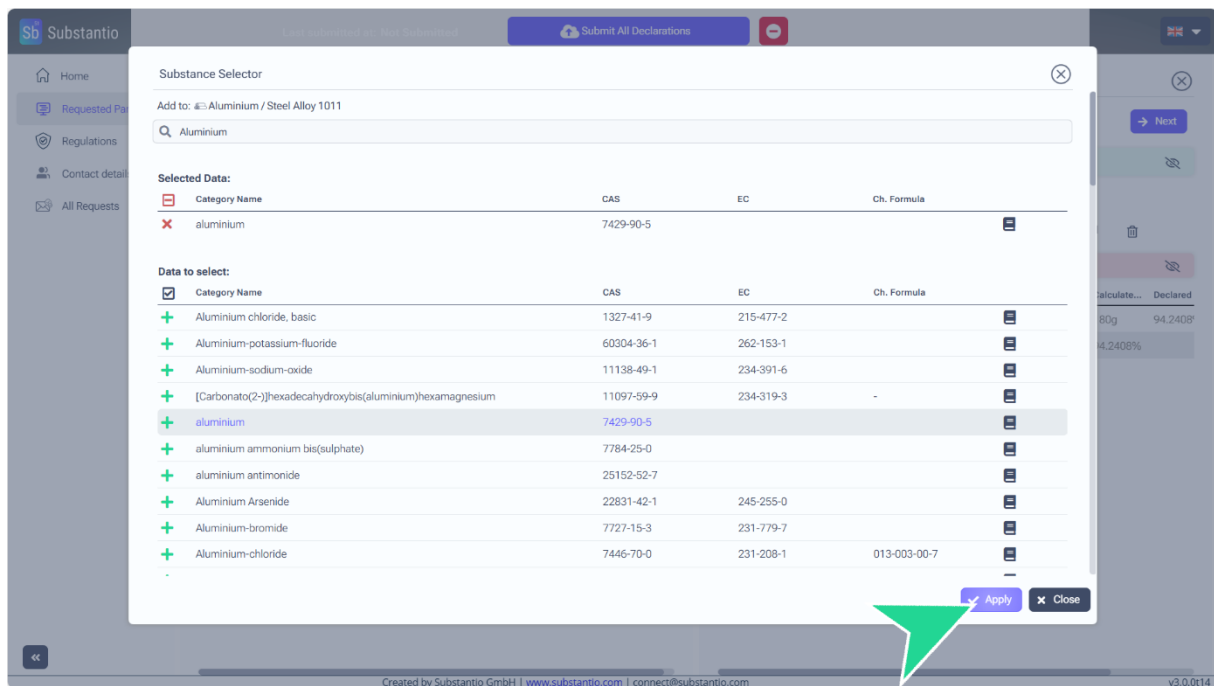
Close

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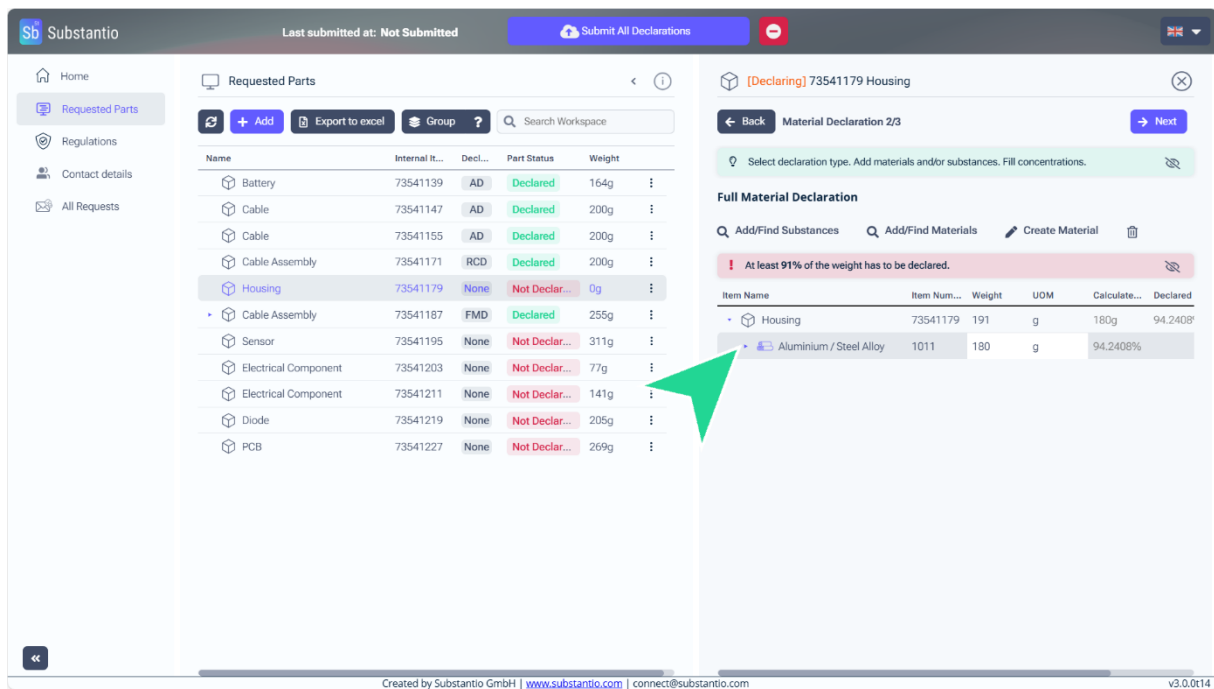
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13. Select your substance by searching for its name or CAS-number.





14. Proceed to the next step.



15. When you click on your created material, you will see the substance you assigned listed below.



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Battery	73541139	AD	Declared	164g
Cable	73541147	AD	Declared	200g
Cable	73541155	AD	Declared	200g
Cable Assembly	73541171	RCD	Declared	200g
Housing	73541179	None	Not Declar...	0g
Cable Assembly	73541187	FMD	Declared	255g
Sensor	73541195	None	Not Declar...	311g
Electrical Component	73541203	None	Not Declar...	77g
Electrical Component	73541211	None	Not Declar...	141g
Diode	73541219	None	Not Declar...	205g
PCB	73541227	None	Not Declar...	269g

[Declaring] 73541179 Housing

Material Declaration 2/3

Select declaration type. Add materials and/or substances. Fill concentrations.

Full Material Declaration

Add/Find Substances Add/Find Materials Create Material

At least 91% of the weight has to be declared.

Item Name	Item Num...	Weight	UOM	Calculate...	Declared
Housing	73541179	91	g	180g	94.2408
Aluminium / Steel Alloy	1011		g	94.2408%	
aluminium	7429-90-5		%		

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16. Fill in the percentage for the substance in this material so the breakdown is accurate.

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Battery	73541139	AD	Declared	164g
Cable	73541147	AD	Declared	200g
Cable	73541155	AD	Declared	200g
Cable Assembly	73541171	RCD	Declared	200g
Housing	73541179	None	Not Declar...	0g
Cable Assembly	73541187	FMD	Declared	255g
Sensor	73541195	None	Not Declar...	311g
Electrical Component	73541203	None	Not Declar...	77g
Electrical Component	73541211	None	Not Declar...	141g
Diode	73541219	None	Not Declar...	205g
PCB	73541227	None	Not Declar...	269g

[Declaring] 73541179 Housing

Material Declaration 2/3

Select declaration type. Add materials and/or substances. Fill concentrations.

Full Material Declaration

Add/Find Substances Add/Find Materials Create Material

At least 91% of the weight has to be declared.

Item Name	Item Num...	Weight	UOM	Calculate...	Declared
Housing	73541179	191	g	180g	94.2408
Aluminium / Steel Alloy	1011	180	g	94.2408%	45%
aluminium	7429-90-5	45	%	81g	

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17. To add more substances, click your material again.

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Name	Internal It...	Decl...	Part Status	Weight
Battery	73541139	AD	Declared	164g
Cable	73541147	AD	Declared	200g
Cable	73541155	AD	Declared	200g
Cable Assembly	73541171	RCD	Declared	200g
Housing	73541179	None	Not Declar...	0g
Cable Assembly	73541187	FMD	Declared	255g
Sensor	73541195	None	Not Declar...	311g
Electrical Component	73541203	None	Not Declar...	77g
Electrical Component	73541211	None	Not Declar...	141g
Diode	73541219	None	Not Declar...	205g
PCB	73541227	None	Not Declar...	269g

[Declaring] 73541179 Housing

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Material Declaration 2/3

Next

Select declaration type. Add materials and/or substances. Fill concentrations.

Full Material Declaration

Add/Find Substances

Add/Find Materials

Create Material

at least 91% of the weight has to be declared.

Name	Item Num...	Weight	UOM	Calculate...	Declared
Housing	73541179	191	g	180g	94.2408
Aluminium / Steel Alloy	1011	180	g	94.2408%	45%
aluminium	7429-90-5	45	%	81g	

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18. Click to add another substance.

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Substance Selector

Add to: Aluminium / Steel Alloy 1011

Find Data

Selected Data:

No selected data

Data to select:

Category Name	CAS	EC	Ch. Formula
Aluminum	7429-90-5	231-072-3	Al
Antimony	7440-36-0	231-146-5	Sb
Bismuth	7440-69-9	231-177-4	Bi
Carbon	7440-44-0	231-153-3	C
Chromium	7440-47-3	231-157-5	Cr
Copper	7440-50-8	231-159-6	Cu
Iron	7439-89-6	231-096-4	Fe
Lead	7439-92-1	231-100-4	Pb
Magnesium	7439-95-4	231-104-6	Mg
Manganese	7439-96-5	231-105-1	Mn

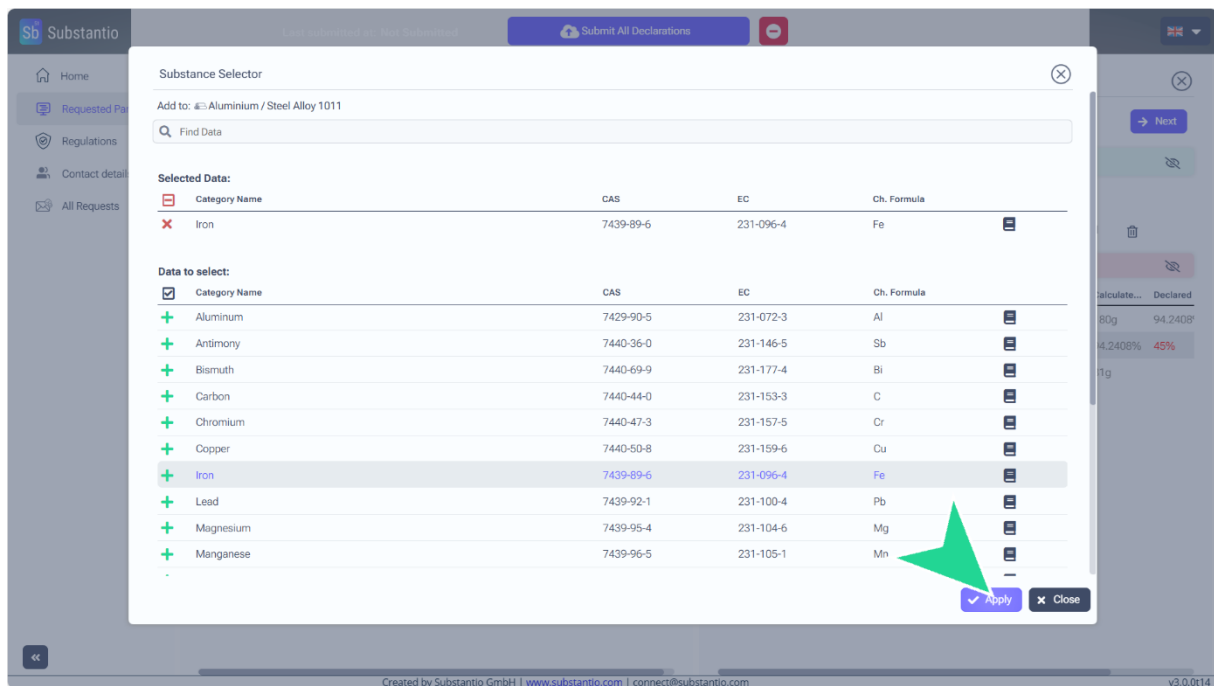
Apply

Close

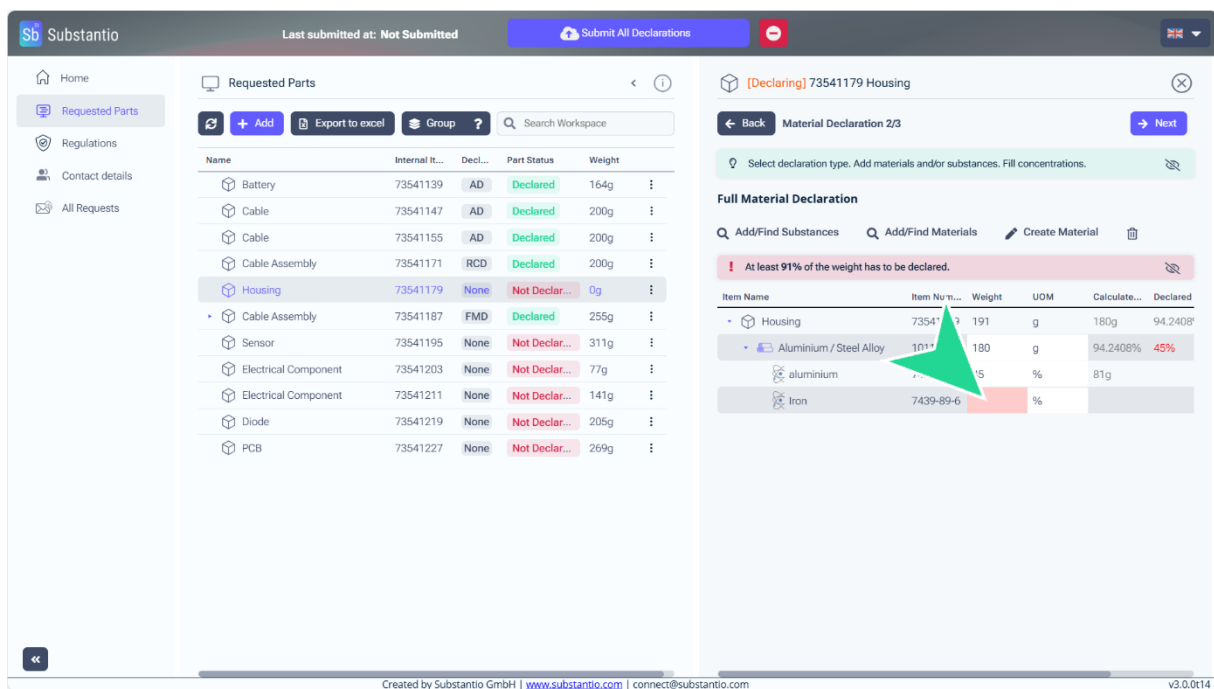
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19. Select the substance you want to add.



20. Click the **Apply** button to confirm your choice.



21. Now enter the percentage for this new substance.

The screenshot shows the Substantio interface. On the left is a sidebar with navigation links: Home, Requested Parts (active), Regulations, Contact details, and All Requests. The main area is divided into two panels. The left panel, titled 'Requested Parts', contains a table with columns: Name, Internal It..., Decl..., Part Status, and Weight. The right panel, titled '[Declaring] 73541179 Housing', shows the 'Material Declaration 2/3' form. It includes a search bar, a 'Full Material Declaration' section with buttons for 'Add/Find Substances', 'Add/Find Materials' (highlighted by a green arrow), and 'Create Material'. Below these buttons is a table with columns: Item Name, Item Num..., Weight, UOM, Calculate..., and Declared. The table lists 'Housing' and its components: 'Aluminium / Steel Alloy', 'aluminium', and 'Iron'.

Name	Internal It...	Decl...	Part Status	Weight
Battery	73541139	AD	Declared	164g
Cable	73541147	AD	Declared	200g
Cable	73541155	AD	Declared	200g
Cable Assembly	73541171	RCD	Declared	200g
Housing	73541179	None	Not Declar...	0g
Cable Assembly	73541187	FMD	Declared	255g
Sensor	73541195	None	Not Declar...	311g
Electrical Component	73541203	None	Not Declar...	77g
Electrical Component	73541211	None	Not Declar...	141g
Diode	73541219	None	Not Declar...	205g
PCB	73541227	None	Not Declar...	269g

Item Name	Item Num...	Weight	UOM	Calculate...	Declared
Housing	73541179	191	g	180g	94.2408
Aluminium / Steel Alloy	1011	180	g	94.2408%	100%
aluminium	7429-90-5	45	%	81g	
Iron	7439-89-6	55	%	99g	

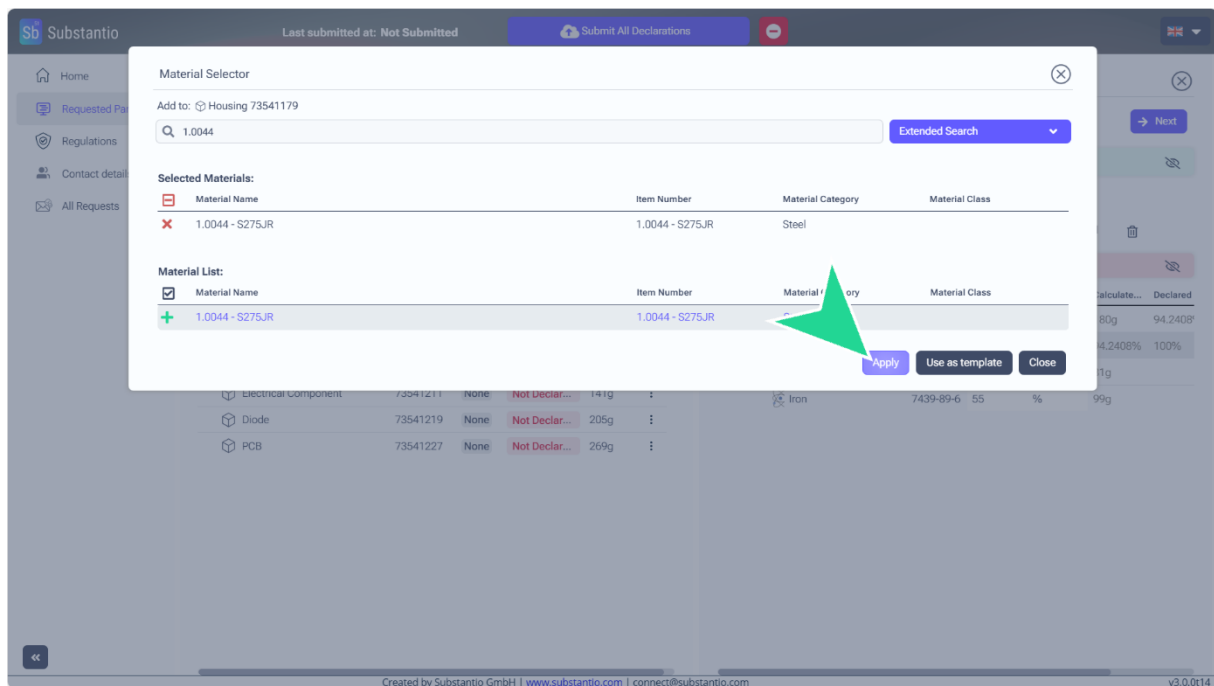
22. To add more materials to your part, click your created material or the part itself, then click the **Add/Find Materials** button.

This screenshot is identical to the one above, showing the Substantio interface with the 'Requested Parts' table and the 'Material Declaration' form. A green arrow points to the 'Add/Find Materials' button in the declaration form.

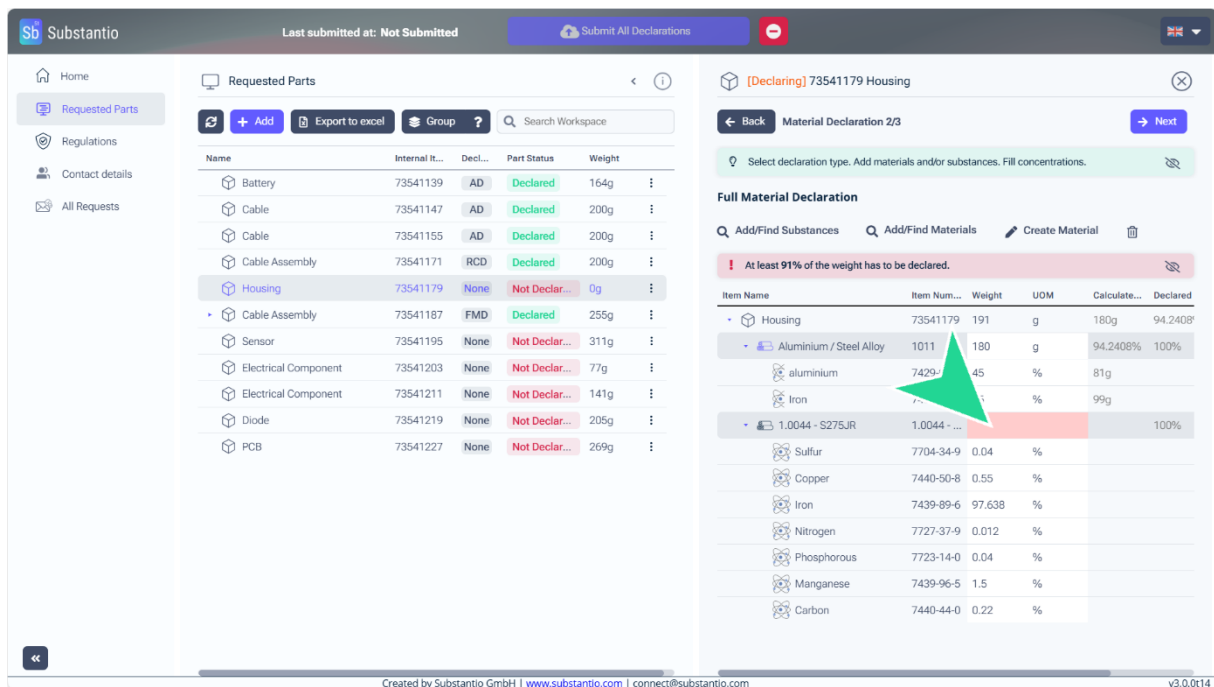
Name	Internal It...	Decl...	Part Status	Weight
Battery	73541139	AD	Declared	164g
Cable	73541147	AD	Declared	200g
Cable	73541155	AD	Declared	200g
Cable Assembly	73541171	RCD	Declared	200g
Housing	73541179	None	Not Declar...	0g
Cable Assembly	73541187	FMD	Declared	255g
Sensor	73541195	None	Not Declar...	311g
Electrical Component	73541203	None	Not Declar...	77g
Electrical Component	73541211	None	Not Declar...	141g
Diode	73541219	None	Not Declar...	205g
PCB	73541227	None	Not Declar...	269g

Item Name	Item Num...	Weight	UOM	Calculate...	Declared
Housing	73541179	191	g	180g	94.2408
Aluminium / Steel Alloy	1011	180	g	94.2408%	100%
aluminium	7429-90-5	45	%	81g	
Iron	7439-89-6	55	%	99g	

23. If you want to do so, click the button.



24. Type in the name and choose **Apply**. You can also find and select a material you already made.



25. Enter the amount of this material in your part. The tool will automatically calculate what substances are in the material.

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PCB	73541227	None	Not Declar...	269g

[Declaring] 73541179 Housing

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Material Declaration 2/3

Next

Select declaration type. Add materials and/or substances. Fill concentrations.

Full Material Declaration

Add/Find Substances

Add/Find Materials

Create Material

At least 91% of the weight has to be declared.

Item Name	Item Num...	Weight	UOM	Calculate...	Declared
Housing	73541179	191	g	180g	94.2408%
Aluminium / Steel Alloy	1011	180	g	94.2408%	100%
aluminium	7429-90-5	45	%	81g	
Iron	7439-89-6	55	%	99g	
1.0044 - S275JR	1.0044 - ...	11	g		100%
Sulfur	7704-34-9	0.04	%	NA	
Copper	7440-50-8	0.55	%	NA	
Iron	7439-89-6	97.638	kg	NA	
Nitrogen	7727-37-9	0.012	%	NA	
Phosphorous	7723-14-0	0.04	%	NA	
Manganese	7439-96-5	1.5	%	NA	
Carbon	7440-44-0	0.22	%	NA	

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26. Make sure to choose the correct unit.

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Cable	73541147	AD	Declared	200g
Cable	73541155	AD	Declared	200g
Cable Assembly	73541171	RCD	Declared	200g
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Material Declaration 2/3

Next

Select declaration type. Add materials and/or substances. Fill concentrations.

Full Material Declaration

Add/Find Substances

Add/Find Materials

Create Material

At least 91% of the weight has to be declared.

Item Name	Item Num...	Weight	UOM	Calculate...	Declared
Housing	73541179	191	g	191g	100%
Aluminium / Steel Alloy	1011	180	g	94.2408%	100%
aluminium	7429-90-5	45	%	81g	
Iron	7439-89-6	55	%	99g	
1.0044 - S275JR	1.0044 - ...	11	g	5.7592%	100%
Sulfur	7704-34-9	0.04	%	0.0044g	
Copper	7440-50-8	0.55	%	0.0605g	
Iron	7439-89-6	97.638	%	10.7402g	
Nitrogen	7727-37-9	0.012	%	0.0013g	
Phosphorous	7723-14-0	0.04	%	0.0044g	
Manganese	7439-96-5	1.5	%	0.165g	
Carbon	7440-44-0	0.22	%	0.0242g	

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27. Click the Next button to move forward.

The screenshot shows the Substantio web application interface. On the left is a sidebar with navigation links: Home, Requested Parts (active), Regulations, Contact details, and All Requests. The main area is divided into two panels. The left panel, titled 'Requested Parts', contains a table with columns: Name, Internal It..., Decl..., Part Status, and Weight. The right panel, titled '[Declaring] 73541179 Housing', shows the 'Documents' section with a 'Provide supporting documents.' prompt and a 'Browse' button highlighted by a green arrow.

Name	Internal It...	Decl...	Part Status	Weight
Battery	73541139	AD	Declared	164g
Cable	73541147	AD	Declared	200g
Cable	73541155	AD	Declared	200g
Cable Assembly	73541171	RCD	Declared	200g
Housing	73541179	None	Not Declar...	0g
Cable Assembly	73541187	FMD	Declared	255g
Sensor	73541195	None	Not Declar...	311g
Electrical Component	73541203	None	Not Declar...	77g
Electrical Component	73541211	None	Not Declar...	141g
Diode	73541219	None	Not Declar...	205g
PCB	73541227	None	Not Declar...	269g

28. Please upload a conformity document to support your declaration. To do this, click the **Browse** button.

This screenshot shows the same Substantio interface as the previous one, but the 'Documents' section for the '73541179 Housing' part now shows a file named 'PDF Attachment.pdf' has been uploaded. The 'Submit File' button is highlighted with a green arrow.

Name	Internal It...	Decl...	Part Status	Weight
Battery	73541139	AD	Declared	164g
Cable	73541147	AD	Declared	200g
Cable	73541155	AD	Declared	200g
Cable Assembly	73541171	RCD	Declared	200g
Housing	73541179	None	Not Declar...	0g
Cable Assembly	73541187	FMD	Declared	255g
Sensor	73541195	None	Not Declar...	311g
Electrical Component	73541203	None	Not Declar...	77g
Electrical Component	73541211	None	Not Declar...	141g
Diode	73541219	None	Not Declar...	205g
PCB	73541227	None	Not Declar...	269g

29. After that, submit the file.



The screenshot shows the Substantio web application interface. At the top, there's a header with the Substantio logo, a status bar indicating 'Last submitted at: Not Submitted', and a 'Submit All Declarations' button. A sidebar on the left contains navigation links: Home, Requested Parts, Regulations, Contact details, and All Requests. The main area is divided into two panels. The left panel, titled 'Requested Parts', contains a table with columns: Name, Internal It..., Decl..., Part Status, and Weight. The right panel, titled '[Declaring] 73541179 Housing', shows a 'Documents' section with a 'Provide supporting documents.' prompt, an 'Attachment:' field, and a table of uploaded documents.

Name	Internal It...	Decl...	Part Status	Weight
Battery	73541139	AD	Declared	164g
Cable	73541147	AD	Declared	200g
Cable	73541155	AD	Declared	200g
Cable Assembly	73541171	RCD	Declared	200g
Housing	73541179	None	Not Declar...	0g
Cable Assembly	73541187	FMD	Declared	255g
Sensor	73541195	None	Not Declar...	311g
Electrical Component	73541203	None	Not Declar...	77g
Electrical Component	73541211	None	Not Declar...	141g
Diode	73541219	None	Not Declar...	205g
PCB	73541227	None	Not Declar...	269g

File Name	Document Type	File Size	Uploade...
PDF Attachment.pdf	Certificate of Confor...	55.56 kb	2025-1...

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30. **Save** your progress to avoid losing any information.

This screenshot is similar to the previous one, showing the 'Requested Parts' table. A green arrow points from the 'Submit All Declarations' button in the top header to the 'Cable Assembly' row in the table, which is highlighted. The table data is as follows:

Name	Internal It...	Decl...	Part Status	Weight
Battery	73541139	AD	Declared	164g
Cable	73541147	AD	Declared	200g
Cable	73541155	AD	Declared	200g
Cable Assembly	73541171	RCD	Declared	200g
Housing	73541179	FMD	Declared	191g
Cable Assembly	73541187	FMD	Declared	255g
Sensor	73541195	RCD	Declared	311g
Electrical Component	73541203	RCD	Declared	77g
Electrical Component	73541211	RCD	Declared	141g
Diode	73541219	RCD	Declared	205g
PCB	73541227	RCD	Declared	269g

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31. When you have finished declaring all parts, click the **Submit All Declarations** button at the top to send everything to your customer.