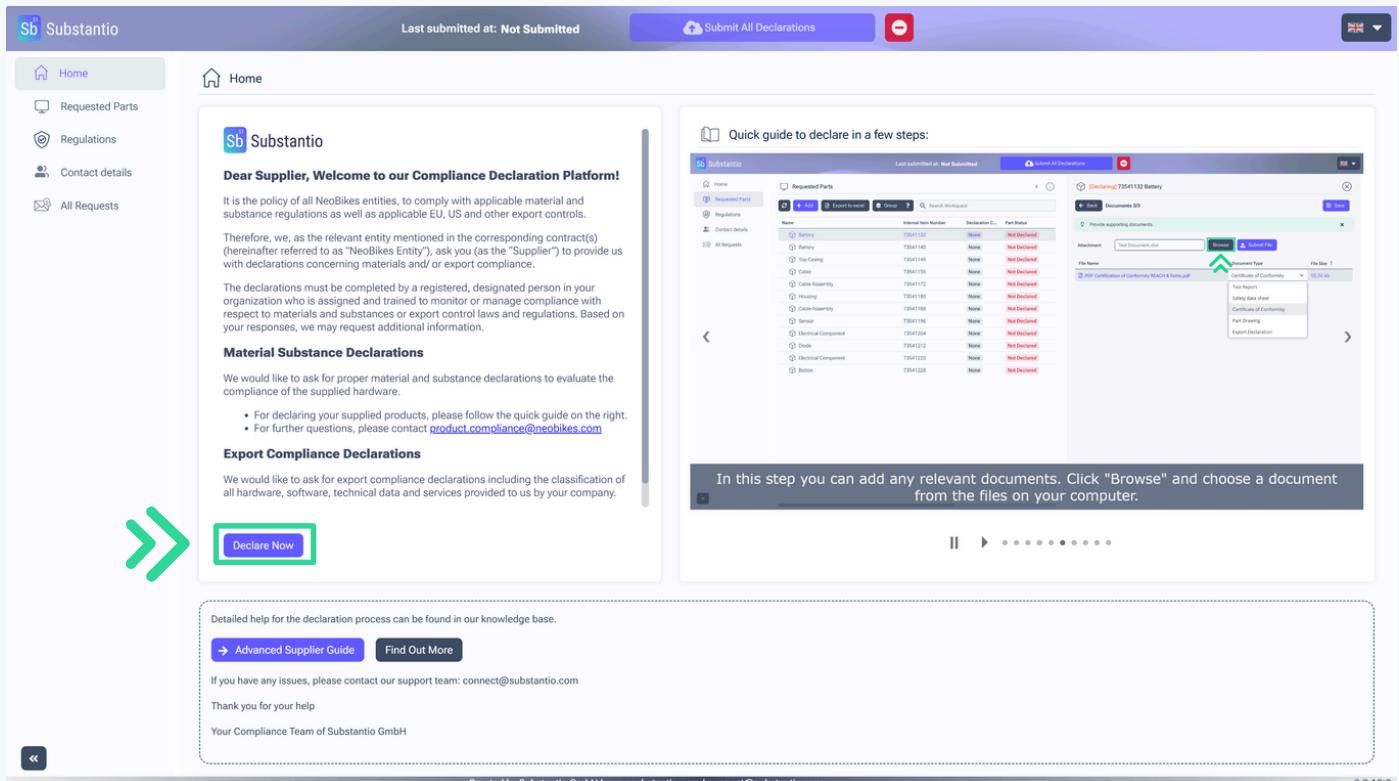


## Export Compliance

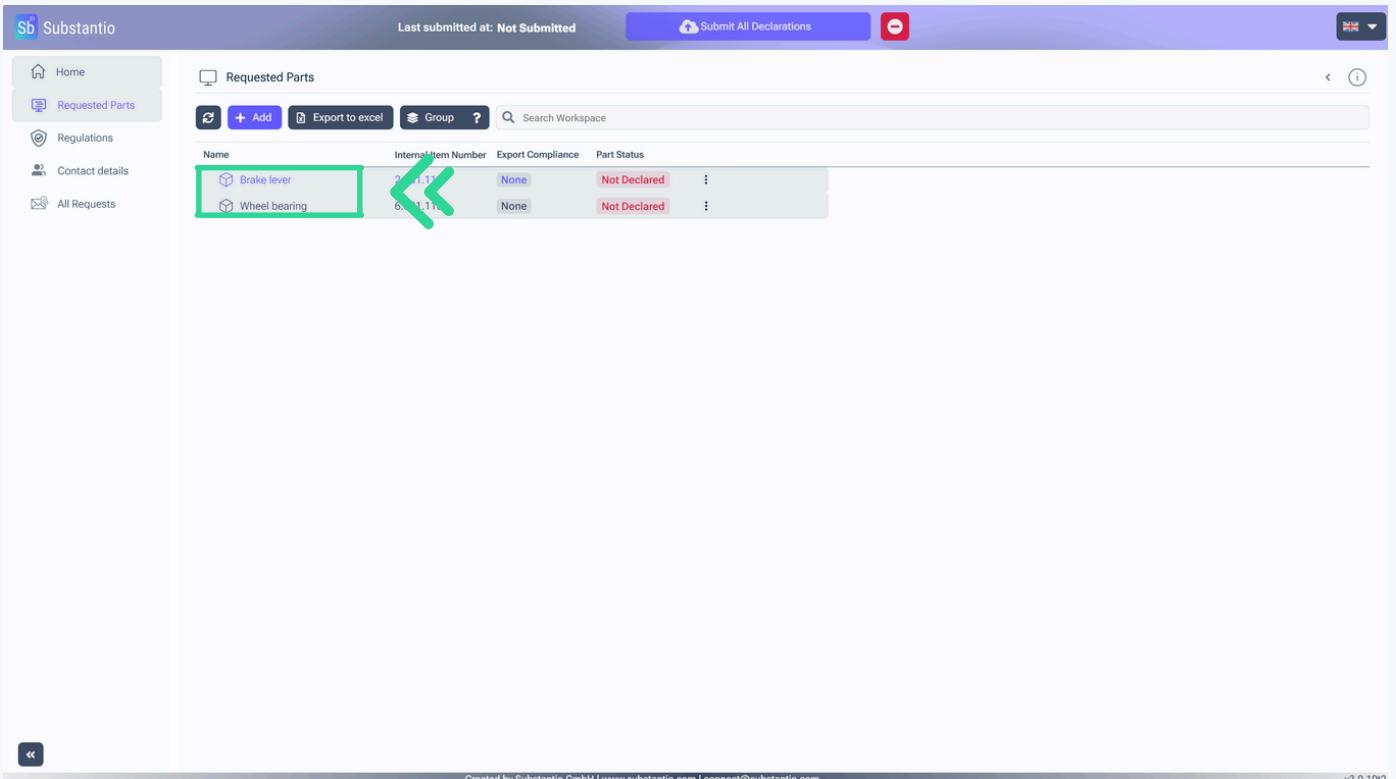
This supplier guide is designed to help you use the Substantio software to create a detailed Declaration of Export Compliance of parts requested by your customer.

1. You can access the Supplier Declaration Platform via the link provided in the email you received from your customer. Please click the **Declare now** button to begin the declaration process.



The screenshot shows the Substantio Supplier Declaration Platform interface. On the left, a sidebar menu includes 'Home', 'Requested Parts', 'Regulations', 'Contact details', and 'All Requests'. The main content area has a 'Home' tab selected. It displays a 'Dear Supplier, Welcome to our Compliance Declaration Platform!' message, 'Material Substance Declarations' (with a 'Declare Now' button), and 'Export Compliance Declarations' (with a 'Declare Now' button). A 'Quick guide to declare in a few steps' section shows a list of parts (Battery, Top Cover, Case, Case Assembly, Housing, Case Assembly, Sensor, Electronic Component, Diode, Electronic Component, Button) with 'Not Declared' status. A 'Provide supporting documents' section shows a file named 'PDF Certification of Conformity MEA01 & Safety.pdf' with a 'Document Type' dropdown set to 'Test Report'. A note at the bottom says 'In this step you can add any relevant documents. Click "Browse" and choose a document from the files on your computer.' At the bottom of the main content area, there is a 'Detailed help for the declaration process can be found in our knowledge base.' section with 'Advanced Supplier Guide' and 'Find Out More' buttons, and a note: 'If you have any issues, please contact our support team: connect@substantio.com'. The bottom right corner of the main content area has a 'v3.0.10r2' label.

2. Press the **Shift** key while clicking on the parts to declare them in group.



Substantio

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Submit All Declarations

Requested Parts

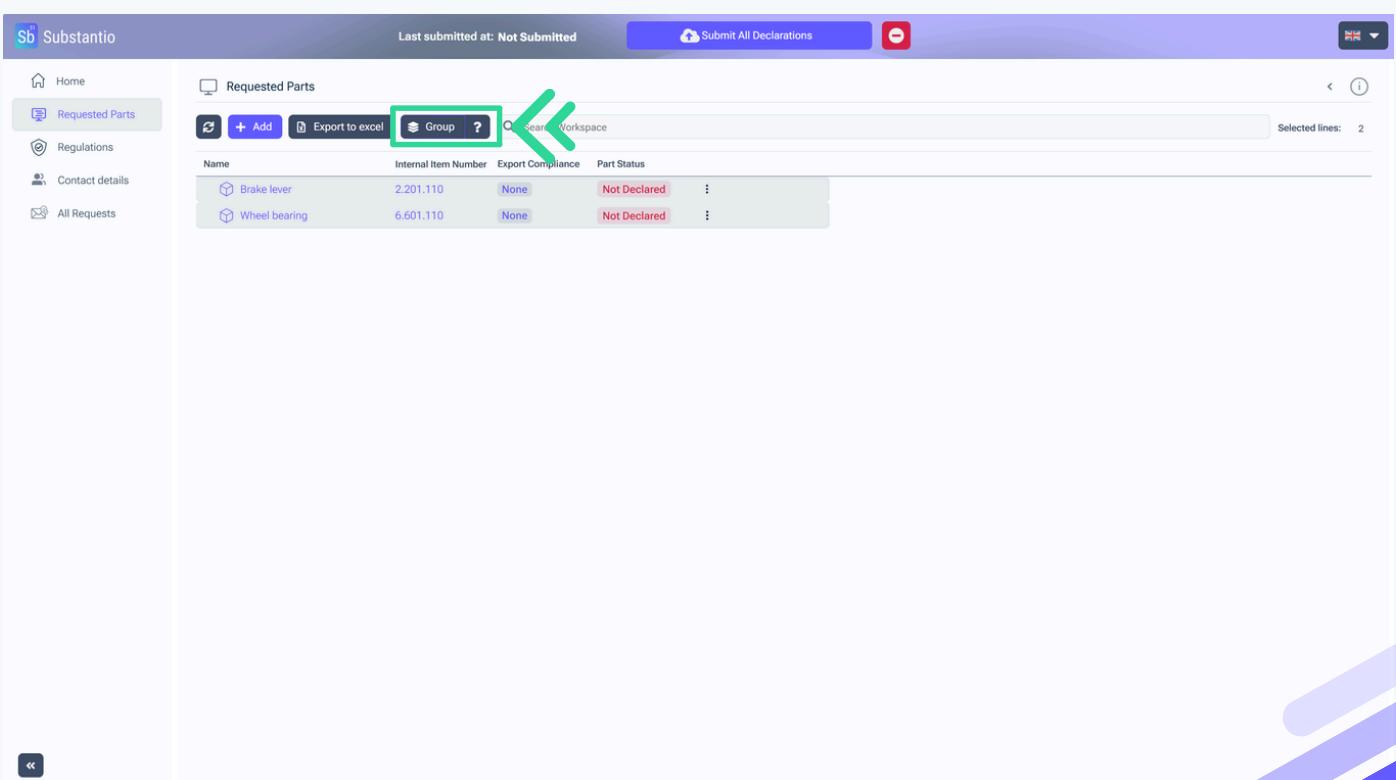
Home Requested Parts Regulations Contact details All Requests

Requested Parts

Group

Name	Internal Item Number	Export Compliance	Part Status
Brake lever	2.201.110	None	Not Declared
Wheel bearing	6.601.110	None	Not Declared

3. Click the **Group** button.



Substantio

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Submit All Declarations

Requested Parts

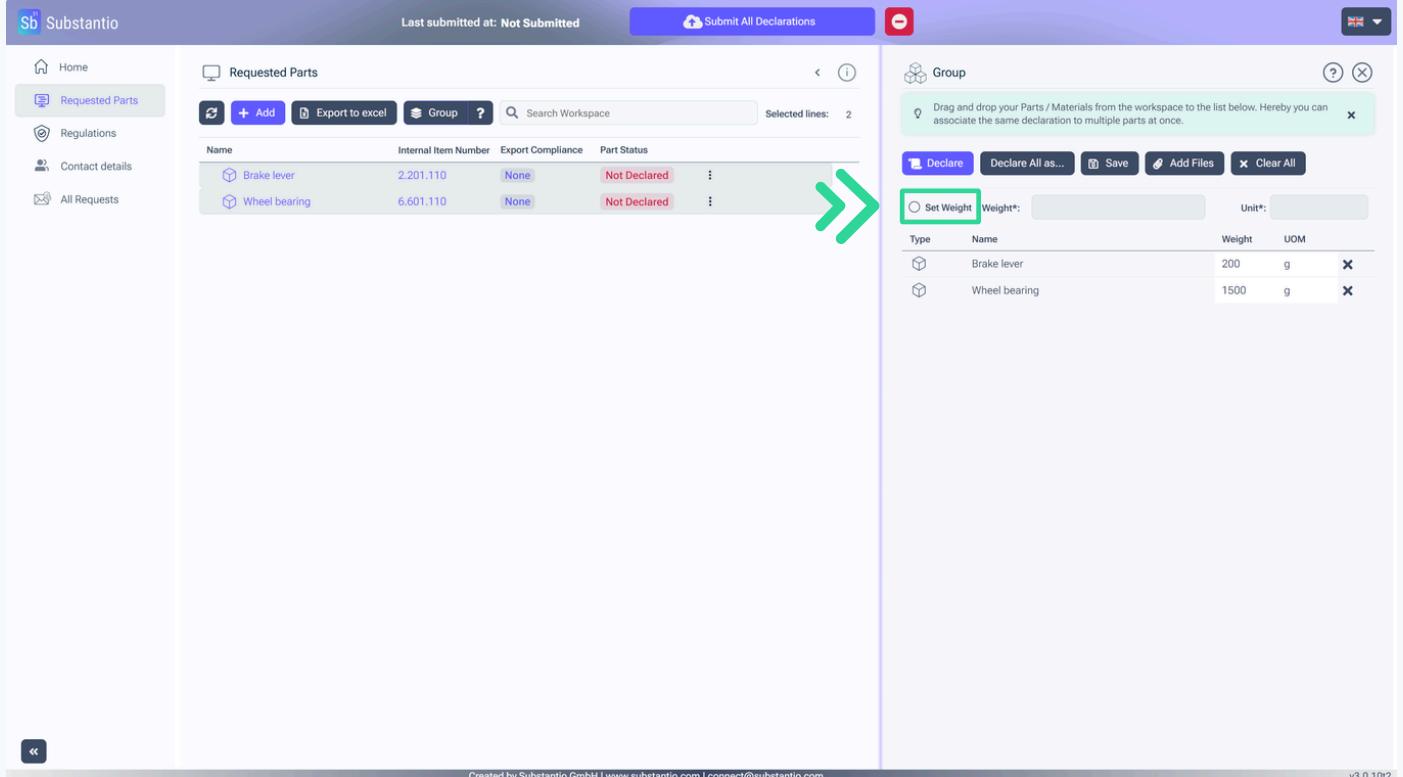
Home Requested Parts Regulations Contact details All Requests

Requested Parts

Group

Name	Internal Item Number	Export Compliance	Part Status
Brake lever	2.201.110	None	Not Declared
Wheel bearing	6.601.110	None	Not Declared

4. Enter the Weight of your parts with **Set Weight**, into the spaces, if they all have same weight. Use "0" if unknown. If the parts have different weights, enter each weight individually.

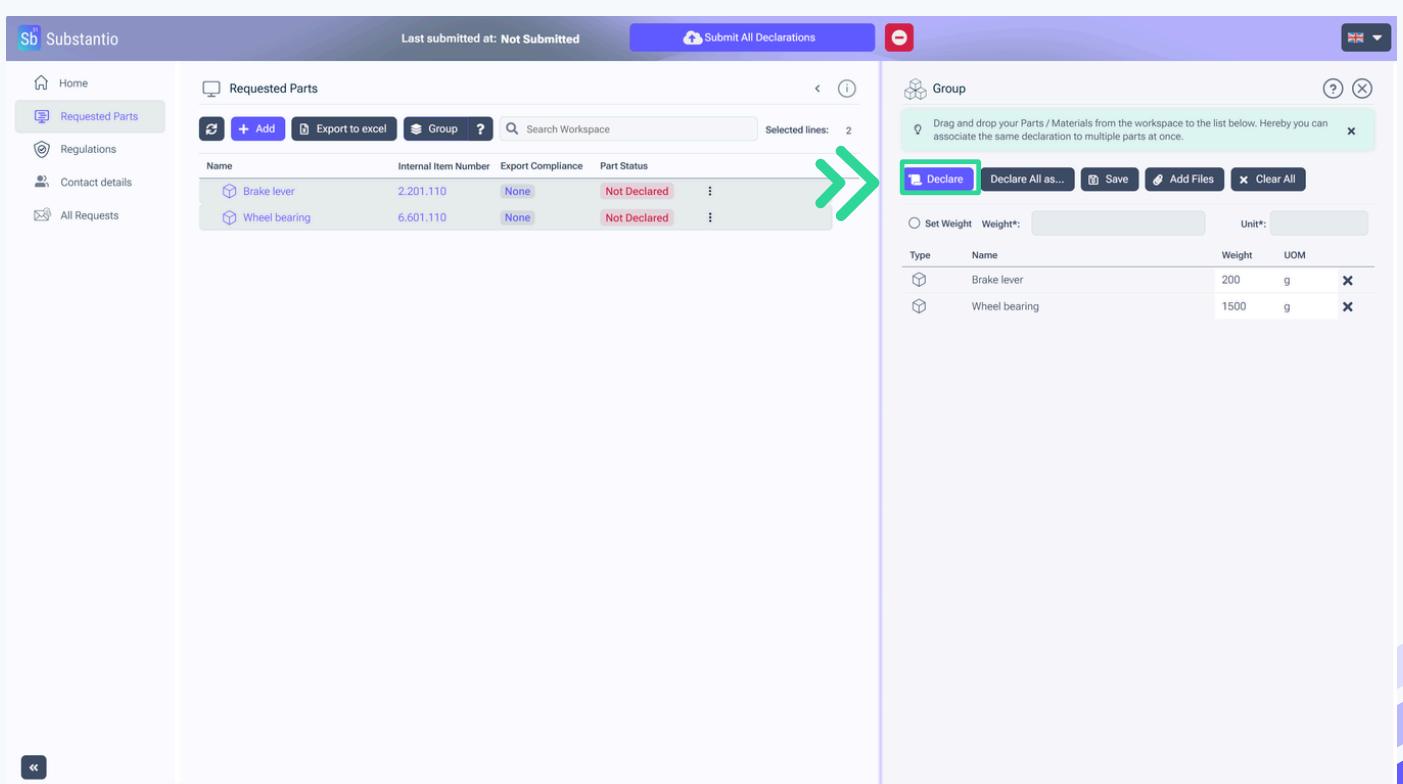


The screenshot shows the Substantio platform interface. On the left, the 'Requested Parts' section lists two items: 'Brake lever' and 'Wheel bearing'. On the right, the 'Group' section allows users to associate parts with a single declaration. A green arrow points from the 'Requested Parts' table to the 'Group' section, indicating the transition from part selection to declaration configuration. The 'Group' section includes buttons for 'Declare', 'Save', and 'Add Files'.

Name	Internal Item Number	Export Compliance	Part Status
Brake lever	2.201.110	None	Not Declared
Wheel bearing	6.601.110	None	Not Declared

Type	Name	Weight	UOM
Brake lever	Brake lever	200	g
Wheel bearing	Wheel bearing	1500	g

5. Than click on **Declare**.

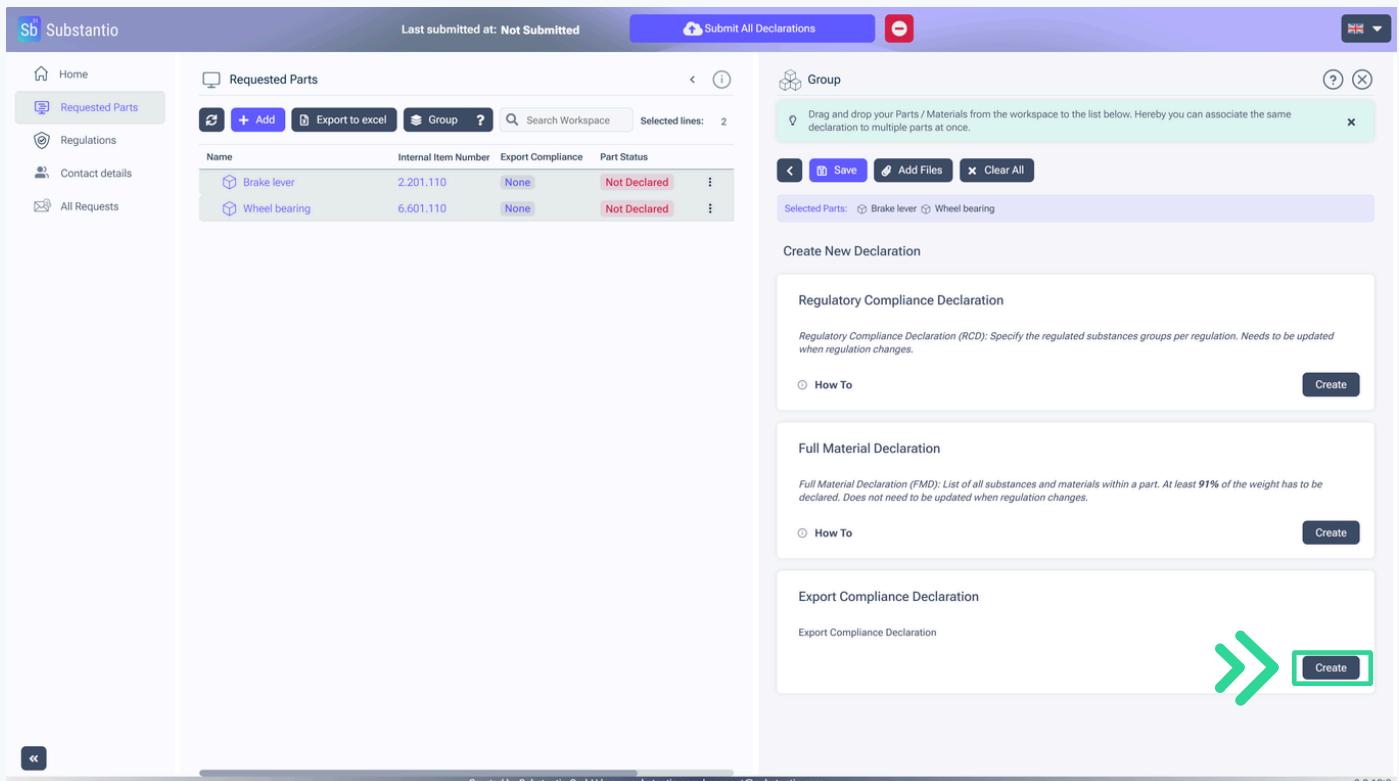


The screenshot shows the Substantio platform interface. The 'Requested Parts' section is identical to the previous step. The 'Group' section now has the 'Declare' button highlighted in blue, indicating the next action. The 'Save', 'Add Files', and 'Clear All' buttons are also visible.

Name	Internal Item Number	Export Compliance	Part Status
Brake lever	2.201.110	None	Not Declared
Wheel bearing	6.601.110	None	Not Declared

Type	Name	Weight	UOM
Brake lever	Brake lever	200	g
Wheel bearing	Wheel bearing	1500	g

6. Click the **Create** button to begin creating your new export declaration.



Substantio

Last submitted at: Not Submitted

Submit All Declarations

Requested Parts

Group

Brake lever, Wheel bearing

Create New Declaration

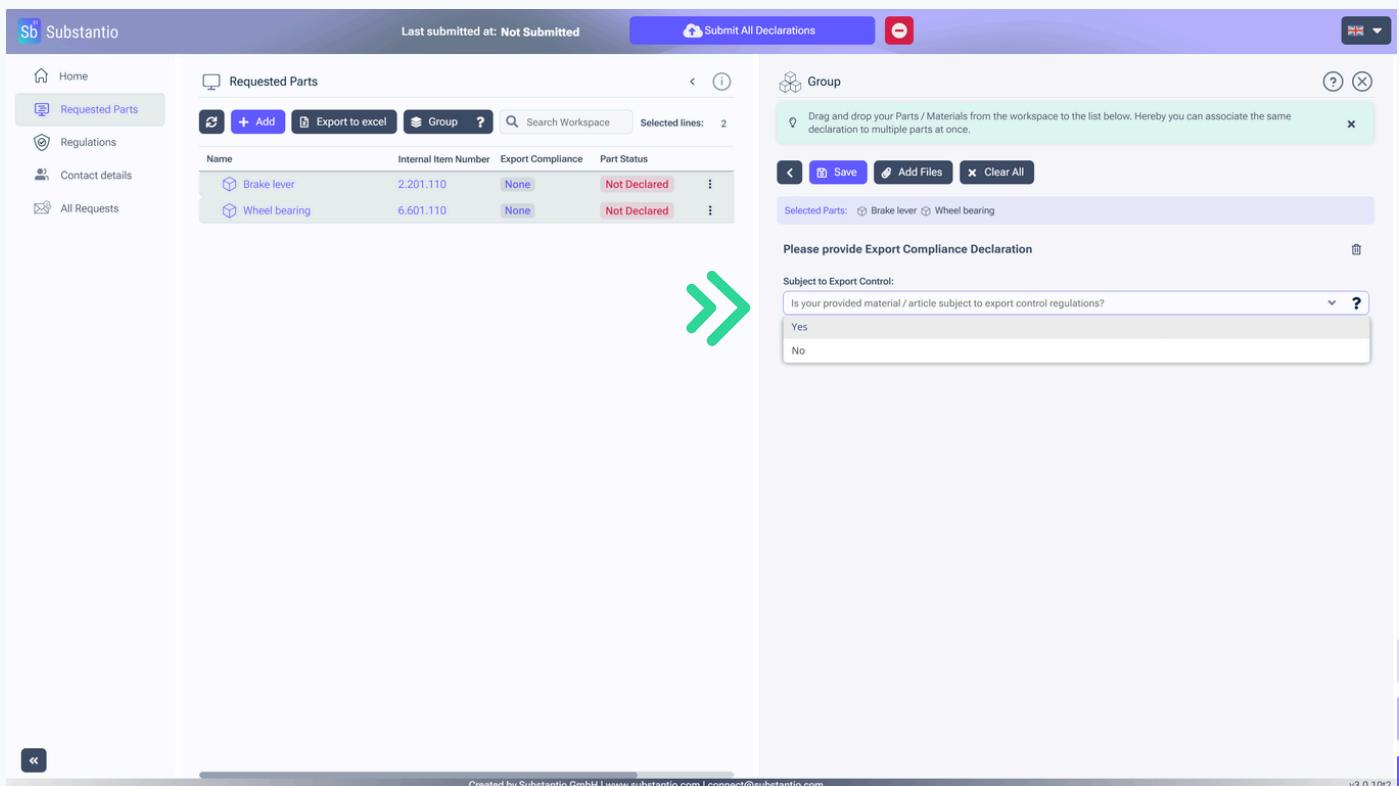
Regulatory Compliance Declaration

Full Material Declaration

Export Compliance Declaration

Create

7. Please answer the questions on the right-hand side and select the regulations applicable to your product.



Substantio

Last submitted at: Not Submitted

Submit All Declarations

Requested Parts

Group

Brake lever, Wheel bearing

Please provide Export Compliance Declaration

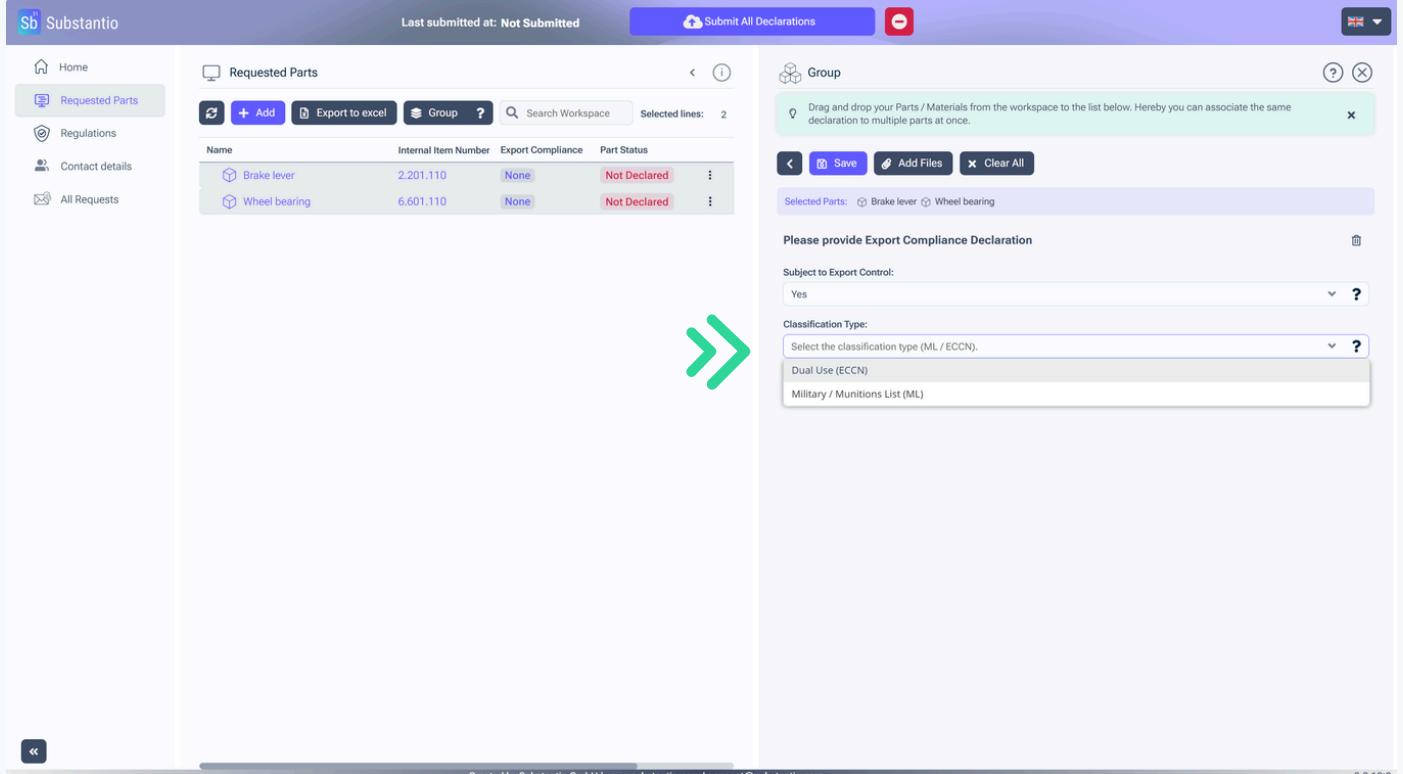
Subject to Export Control:

Is your provided material / article subject to export control regulations?

Yes

No

8. Please answer the questions on the right-hand side and select the regulations applicable to your product.



Substantio

Last submitted at: Not Submitted

Submit All Declarations

Requested Parts

Group

Selected Parts: Brake lever, Wheel bearing

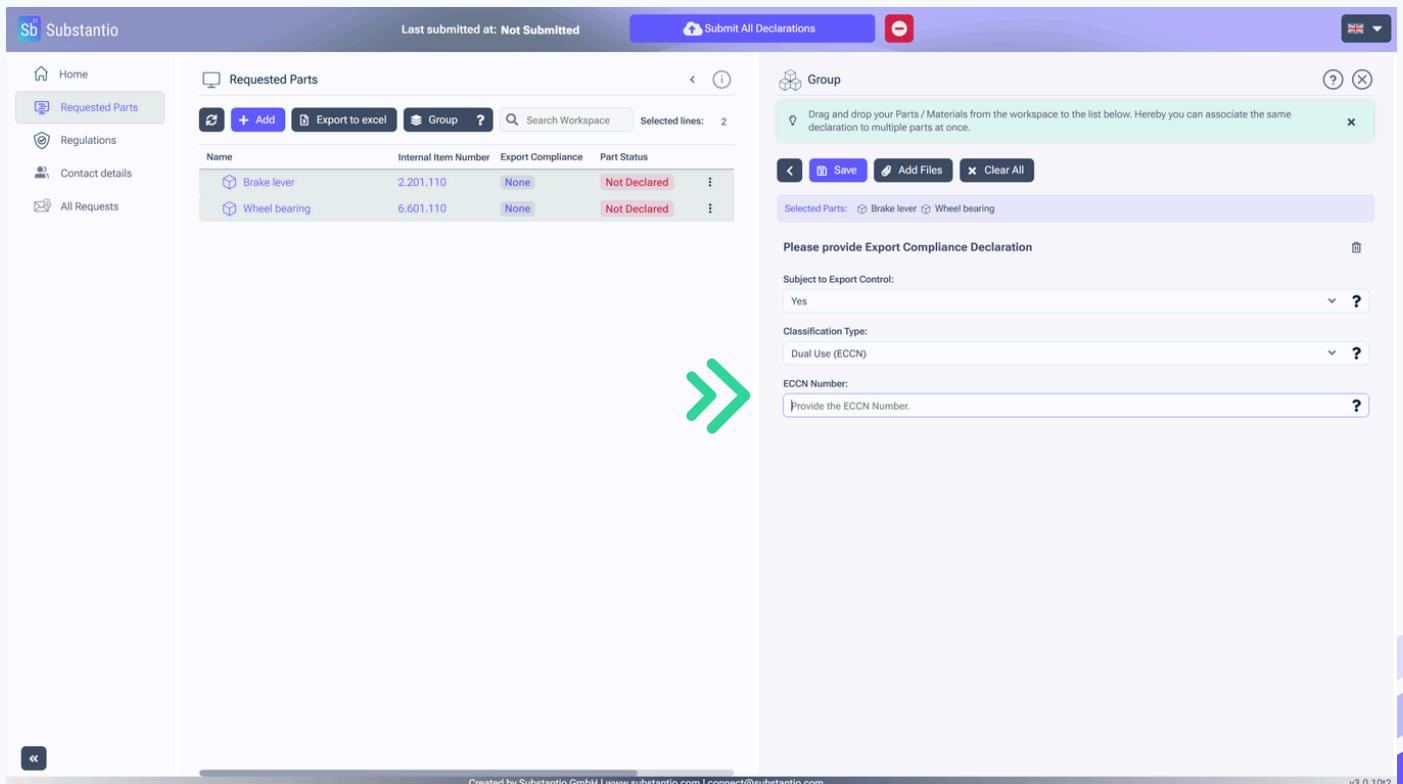
Please provide Export Compliance Declaration

Subject to Export Control: Yes

Classification Type: Dual Use (ECCN)

ECCN Number: Provide the ECCN Number.

9. If you selected **Dual Use**, please enter the corresponding ECCN number. You can find this information in the Commerce Control List (CCL).



Substantio

Last submitted at: Not Submitted

Submit All Declarations

Requested Parts

Group

Selected Parts: Brake lever, Wheel bearing

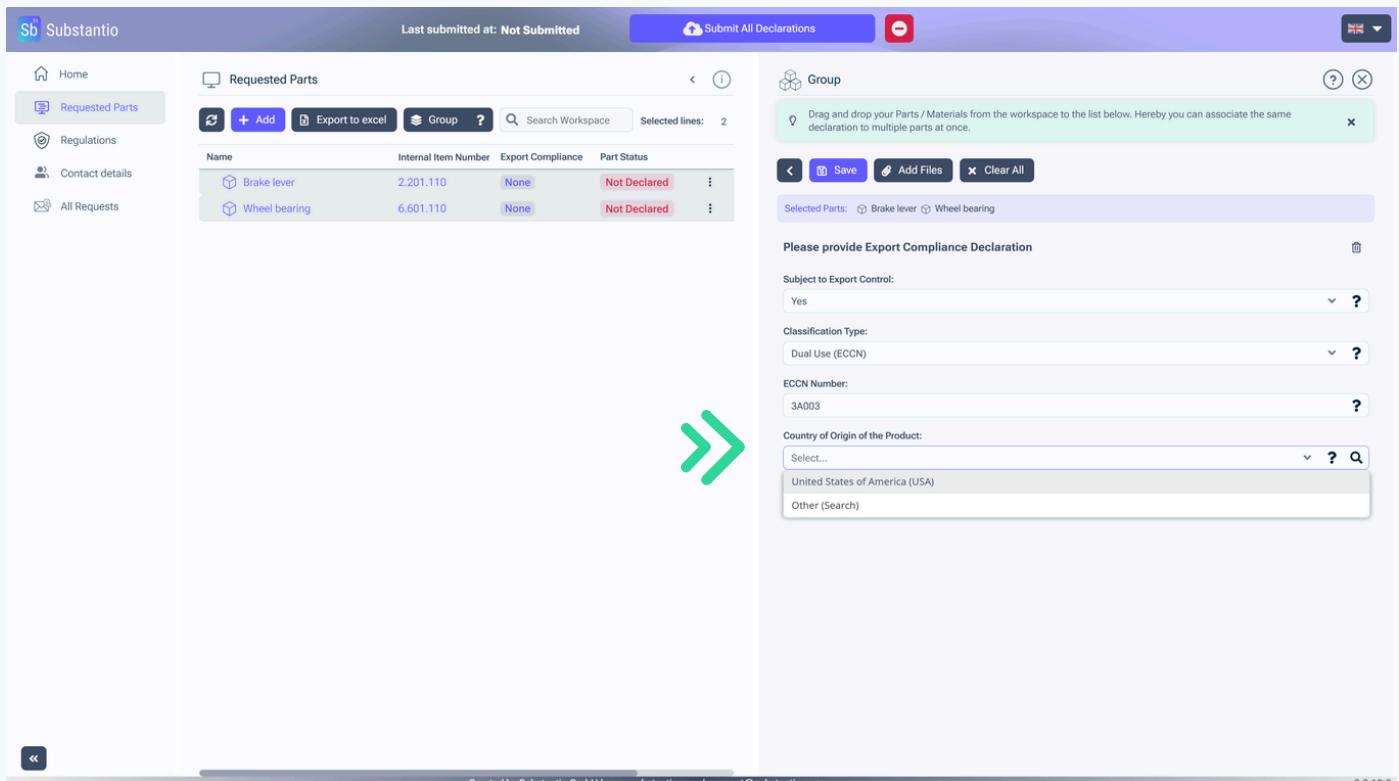
Please provide Export Compliance Declaration

Subject to Export Control: Yes

Classification Type: Dual Use (ECCN)

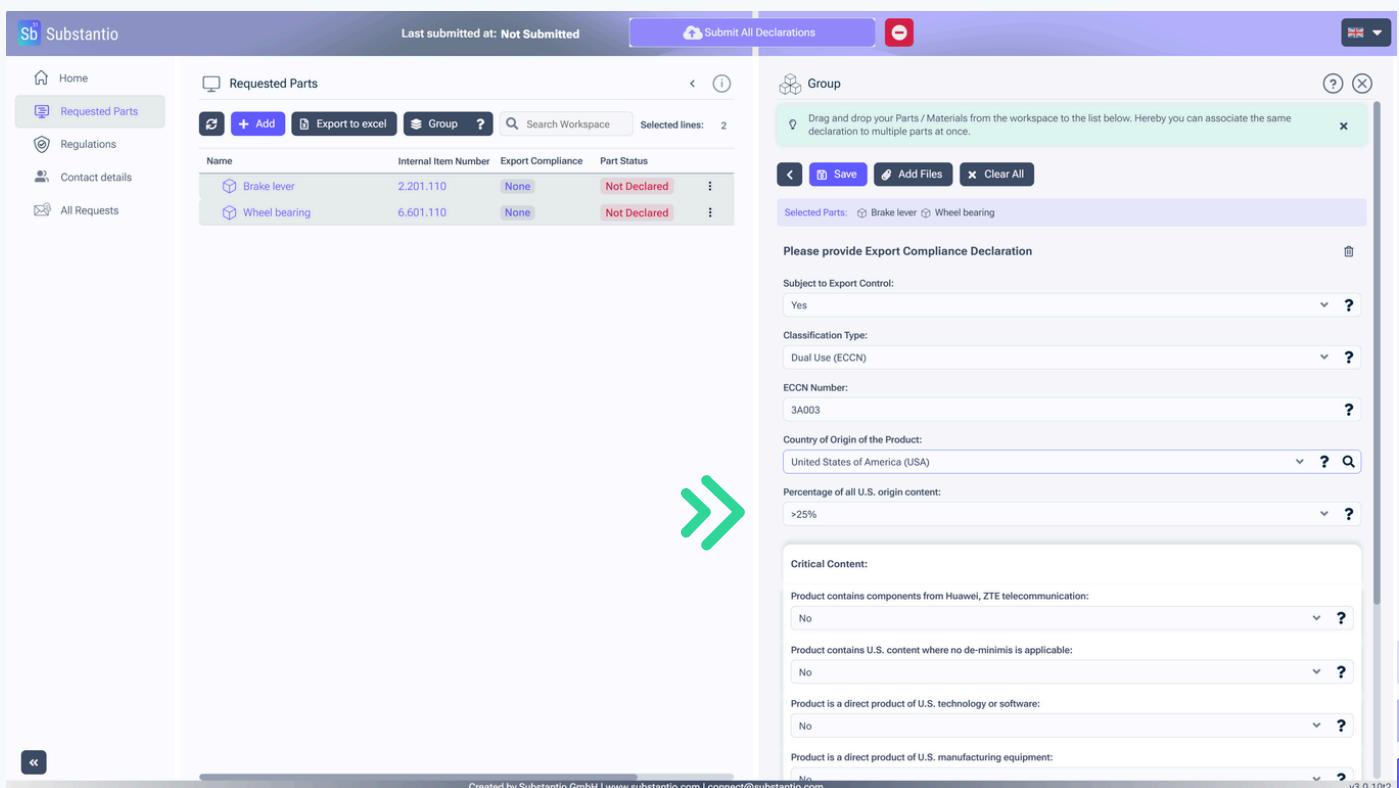
ECCN Number: Provide the ECCN Number.

10. Please select from the search list the country of origin of the product.



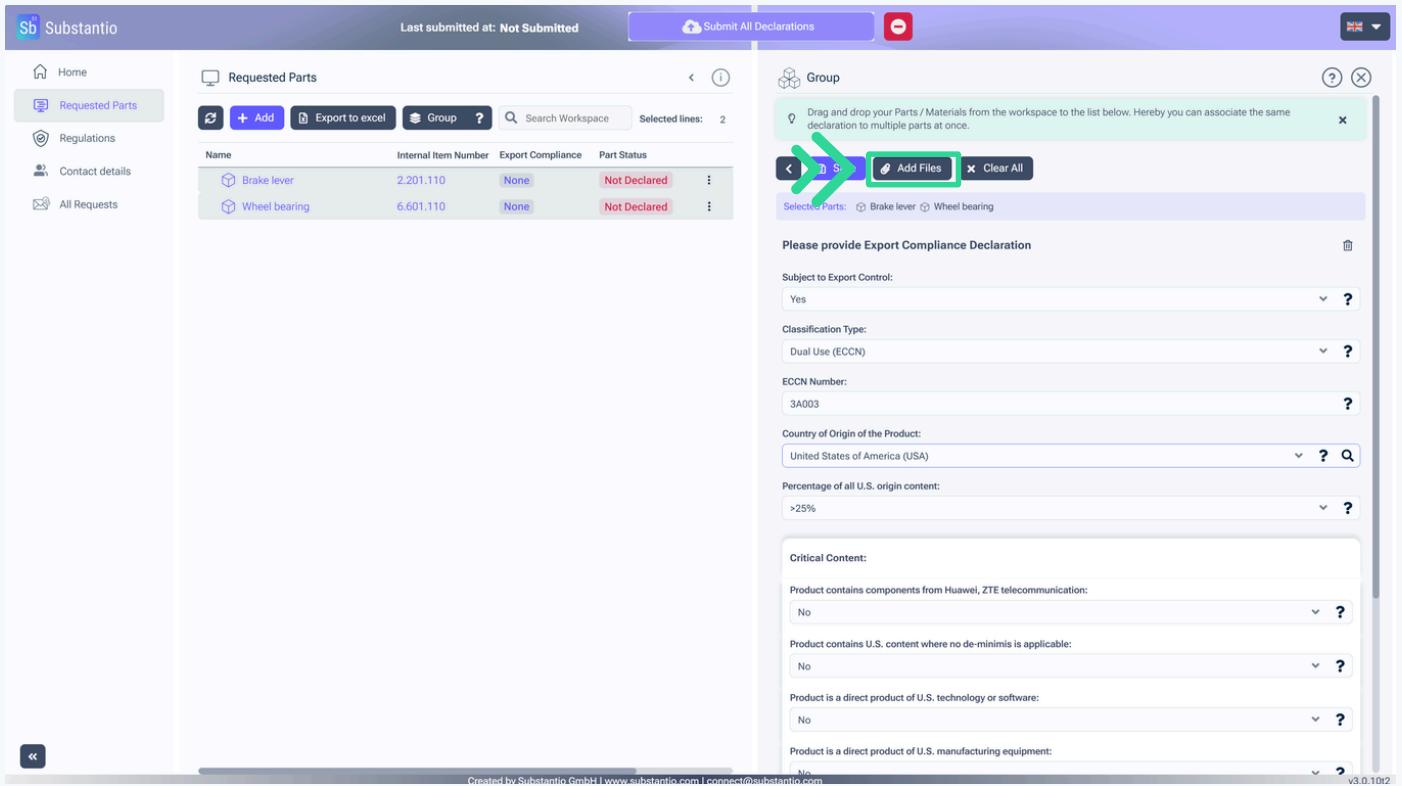
The screenshot shows the Substantio platform interface. On the left, a sidebar includes links for Home, Requested Parts (which is selected and highlighted in grey), Regulations, Contact details, and All Requests. The main content area is titled 'Requested Parts' and shows a table with two items: 'Brake lever' and 'Wheel bearing'. The 'Brake lever' row has 'Internal Item Number' 2.201.110, 'Export Compliance' set to 'None', and 'Part Status' as 'Not Declared'. The 'Wheel bearing' row has 'Internal Item Number' 6.601.110, 'Export Compliance' set to 'None', and 'Part Status' as 'Not Declared'. To the right of this table is a 'Group' configuration panel. It contains a 'Group' section with a placeholder for dragging and dropping parts, a 'Selected Parts' list containing 'Brake lever' and 'Wheel bearing', and a 'Save' button. Below this is a 'Please provide Export Compliance Declaration' section with fields for 'Subject to Export Control' (set to 'Yes'), 'Classification Type' (set to 'Dual Use (ECCN)'), 'ECCN Number' (set to '3A003'), and 'Country of Origin of the Product' (set to 'United States of America (USA)'). A search dropdown for 'Other (Search)' is also present. A green double arrow icon is overlaid on the right side of the screen.

11. Enter the percentage share of the product originating from this country of origin and answer the following questions.



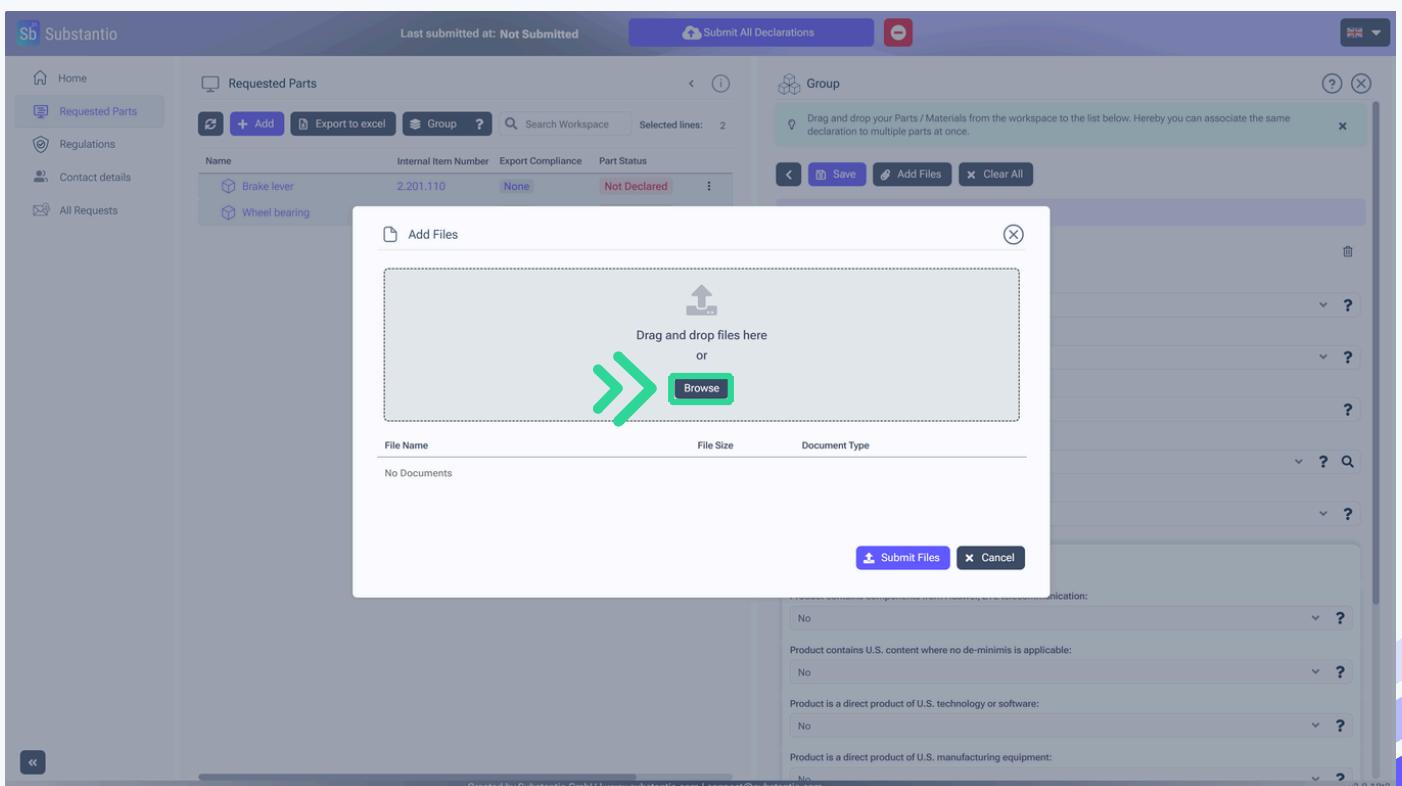
The screenshot shows the Substantio platform interface, similar to the previous one but with additional fields filled out. The 'Country of Origin of the Product' field is now set to 'United States of America (USA)'. Below this, a 'Percentage of all U.S. origin content' field is set to '>25%'. To the right is a 'Critical Content' section containing four questions with dropdown answers: 'Product contains components from Huawei, ZTE telecommunication' (set to 'No'), 'Product contains U.S. content where no de-minimis is applicable' (set to 'No'), 'Product is a direct product of U.S. technology or software' (set to 'No'), and 'Product is a direct product of U.S. manufacturing equipment' (set to 'No'). A green double arrow icon is overlaid on the right side of the screen.

12. Please click on the **Add files** button to upload your supporting files.



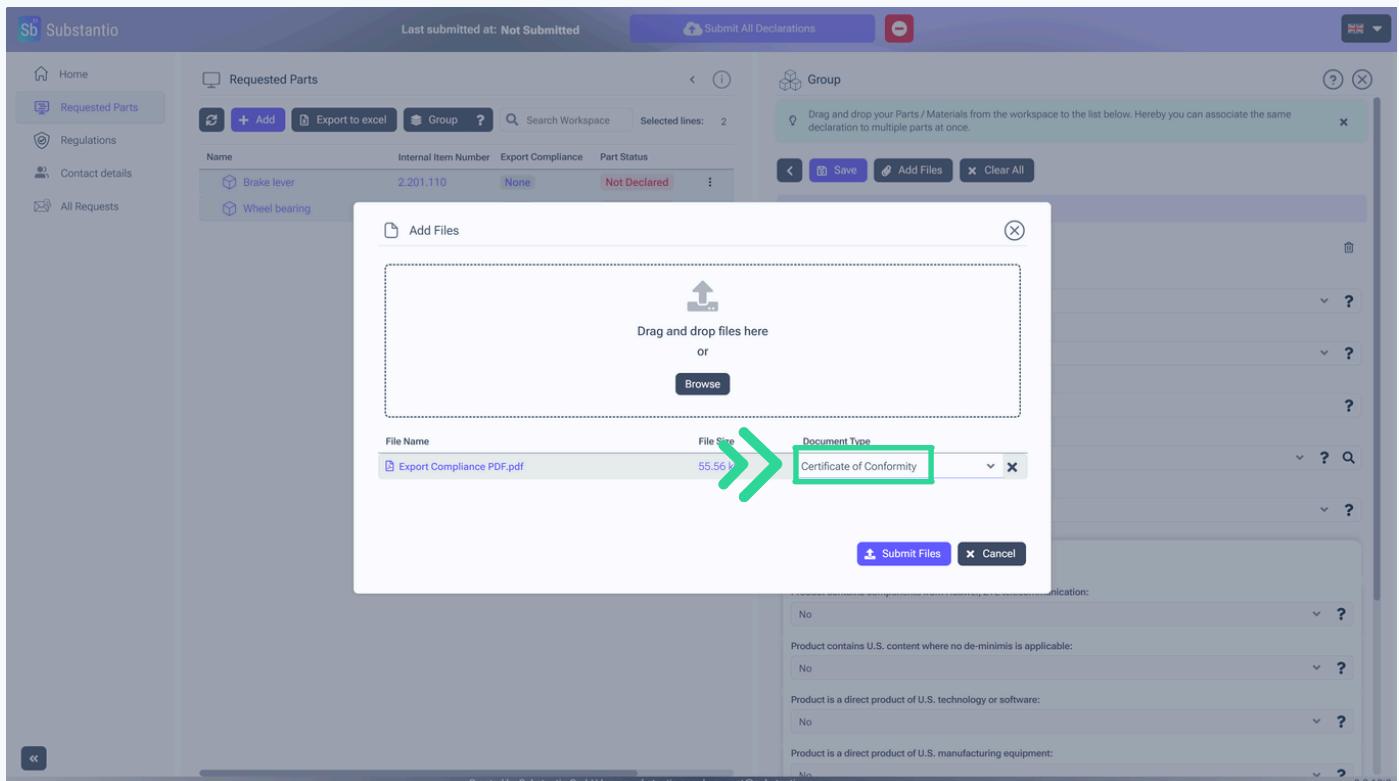
The screenshot shows the Substantio platform interface. On the left, there's a sidebar with links to Home, Requested Parts (which is the active tab), Regulations, Contact details, and All Requests. The main content area shows a table of 'Requested Parts' with two items: 'Brake lever' and 'Wheel bearing'. To the right of the table is a 'Group' dialog box. Inside the dialog, there's a section for dragging parts from the workspace to a list, followed by a 'Save' button, an 'Add Files' button (which is highlighted with a green arrow), and a 'Clear All' button. Below these buttons is a list of selected parts: 'Brake lever' and 'Wheel bearing'. The rest of the dialog contains fields for 'Please provide Export Compliance Declaration' and 'Critical Content'.

13. Click at the **Browse** button, so you can upload any required document.

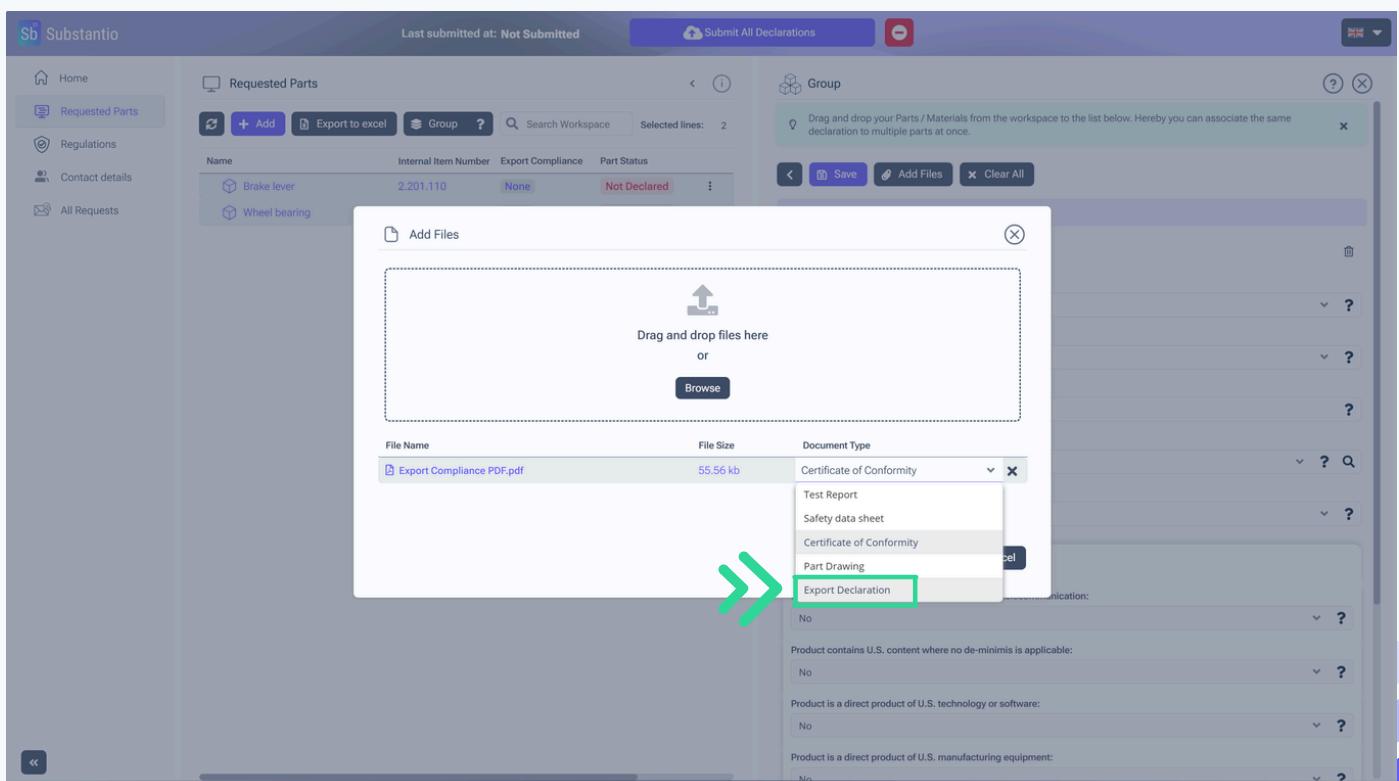


The screenshot shows the Substantio platform interface with the 'Add Files' dialog box in the foreground. The dialog has a large central area with a dashed border for dragging files, the text 'Drag and drop files here or', and a 'Browse' button (which is highlighted with a green arrow). Below this area are three input fields: 'File Name', 'File Size', and 'Document Type'. A message 'No Documents' is displayed. At the bottom of the dialog are 'Submit Files' and 'Cancel' buttons. The background shows the 'Requested Parts' table and the 'Group' dialog from the previous screenshot.

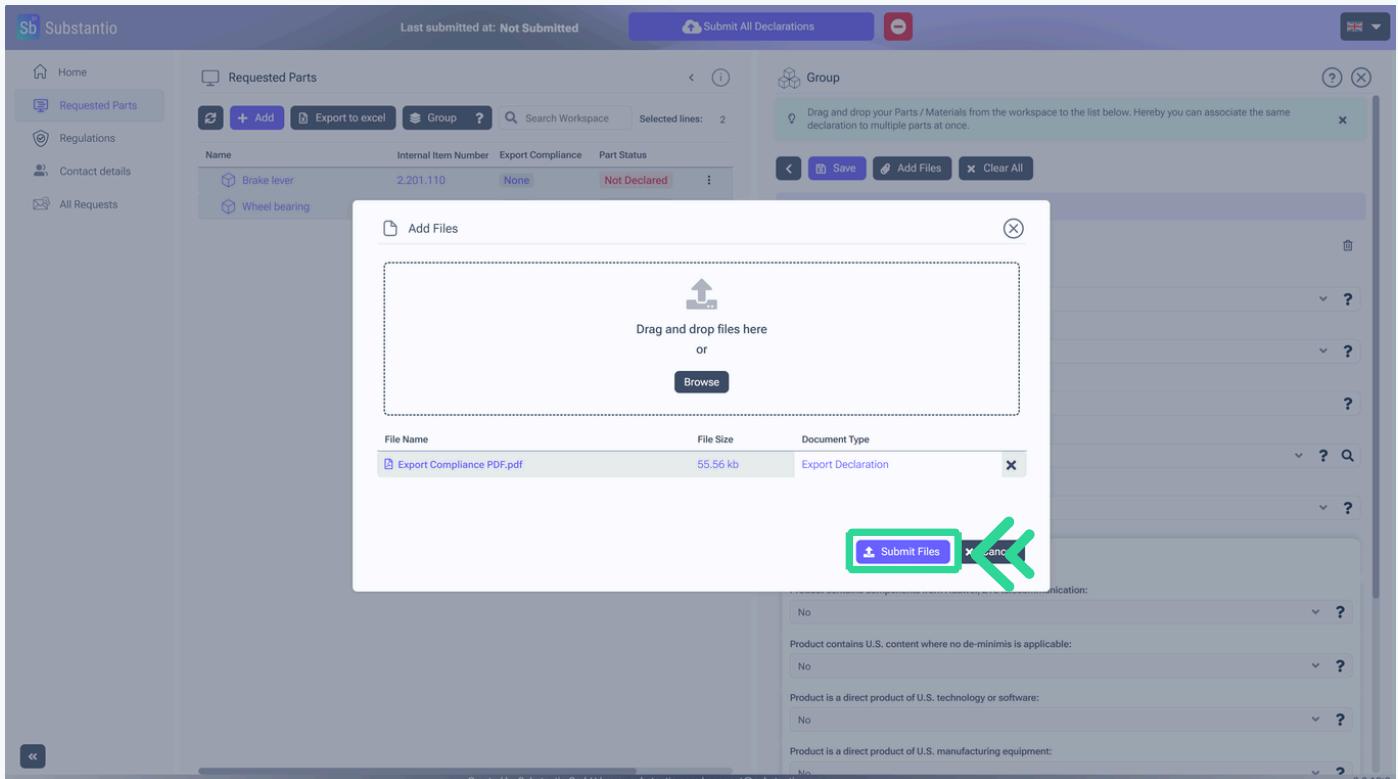
## 14. Please determine your document type.



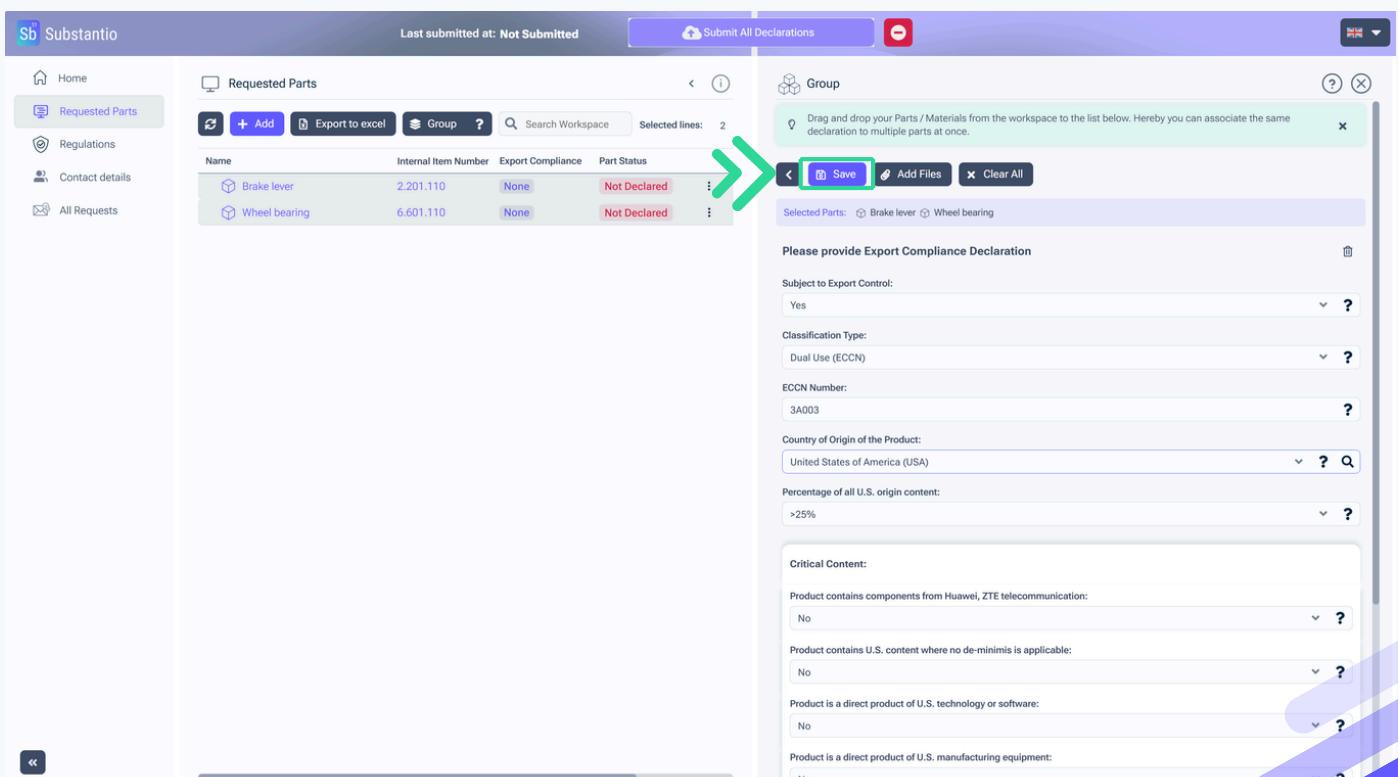
## 15. Choose Export Declaration.



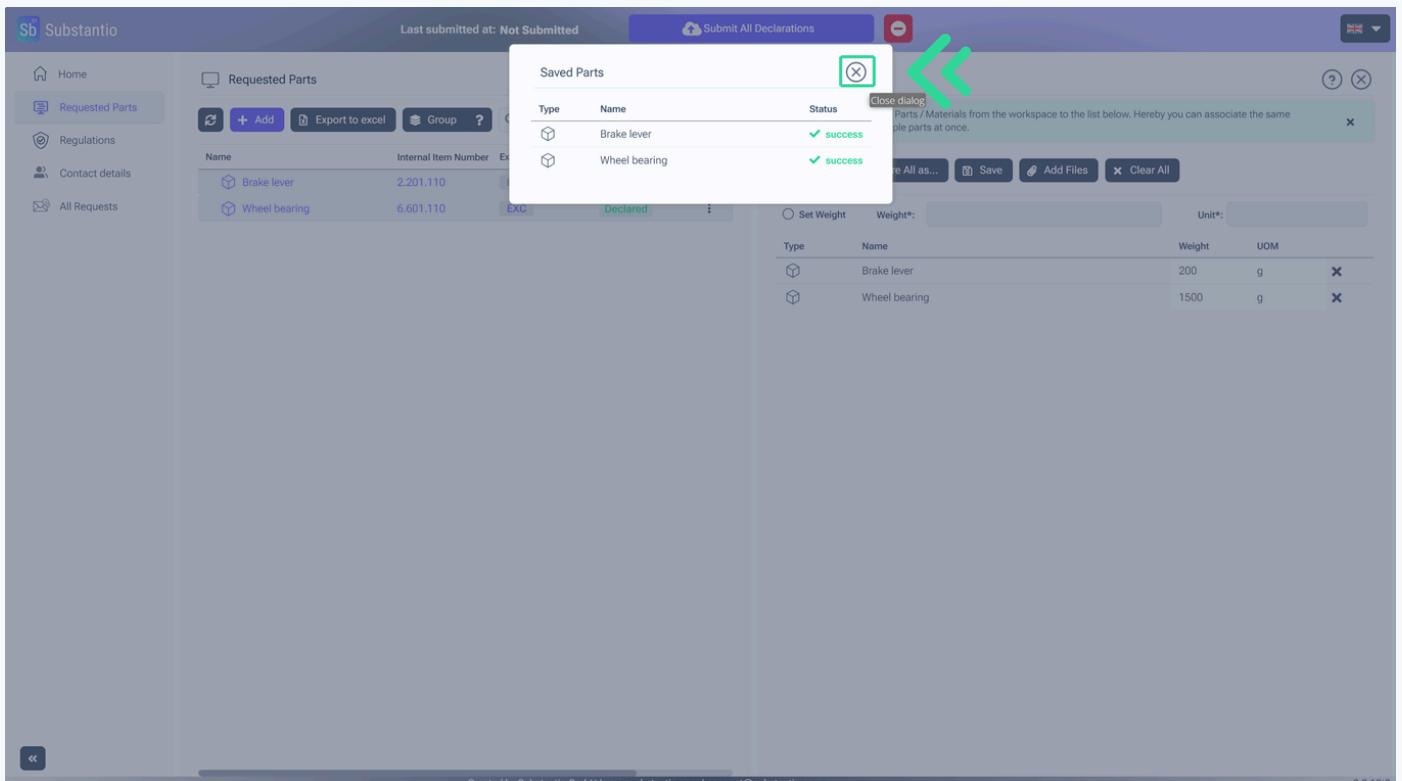
16. To upload the files click on **Submit Files**.



17. Please **Save** your changes.



18. Now its safed.



Substantio

Last submitted at: Not Submitted

Submit All Declarations

Requested Parts

Saved Parts

Type	Name	Status
Brake lever		✓ success
Wheel bearing		✓ success

Close dialog

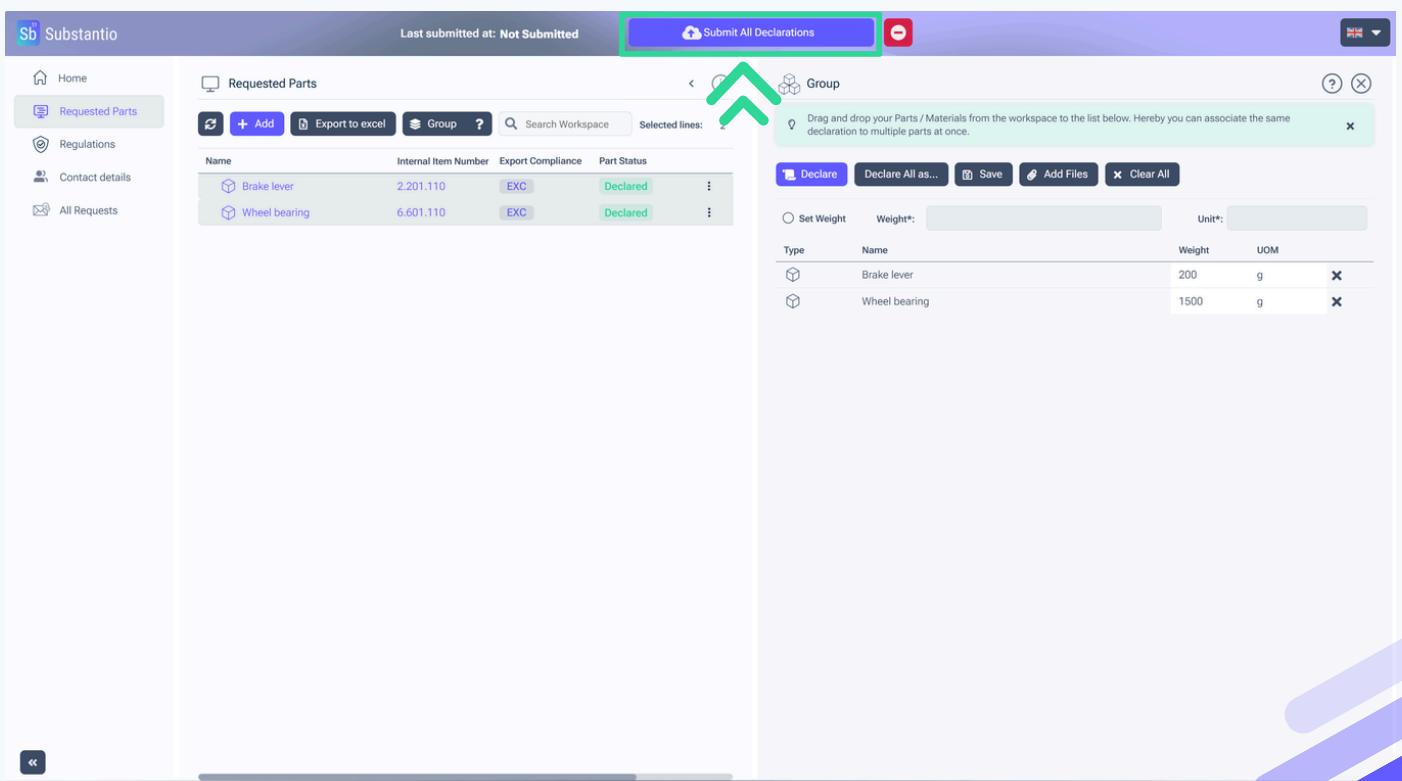
Parts / Materials from the workspace to the list below. Hereby you can associate the same declaration to multiple parts at once.

Save All as... Save Add Files Clear All

Set Weight Weight\*: Unit\*:

Type	Name	Weight	UOM
Brake lever		200	g
Wheel bearing		1500	g

19. Once all parts have been declared, click the **Submit All Declarations** button to send your information to the customer. Make sure all parts are declared before submitting.



Substantio

Last submitted at: Not Submitted

Submit All Declarations

Requested Parts

Group

Search Workspace Selected lines: 2

Declare Declare All as... Save Add Files Clear All

Set Weight Weight\*: Unit\*:

Type	Name	Weight	UOM
Brake lever		200	g
Wheel bearing		1500	g