

July 2024

Dear Customer,

**Re: Fellowes Compliance in relation to REACH (Registration, Evaluation, Authorization & Restriction of Chemicals Regulation) Regulation 1907/2006.**

The EU REACH Regulation (1907/2006), came into force across the European Union (EU) on the 1<sup>st</sup> June 2007, and placed a number of specific requirements on business in relation to chemical registration, use authorization and additional bans, restrictions & substance presence notification where such chemicals are deemed of high concern.

The purpose of this letter is to assure our customers that Fellowes Inc, its subsidiaries & Fellowes Europe, are committed to adhering to all aspects of REACH, including ECHA registration and notification obligations, where such requirements arise; and that all restrictions, bans and communicative obligations under restricted or high concern substances are complied with and undertaken. To verify that the products we place on the market are compliant with the REACH, we undertake a due diligence exercise on a yearly basis under the banner of the Fellowes Restricted Substance List. Under this due diligence program Fellowes require all suppliers to provide written confirmation that all articles/materials supplied to Fellowes Inc, its subsidiaries & Fellowes Europe are REACH compliant. In addition, supportive test document is requested and where doubt is raised, additional review or testing via reputable 3<sup>rd</sup> party test agencies is commissioned to carry out full compliance review and verification.

Fellowes take their regulatory responsibilities very seriously as both an importer and distributor and remain committed to communication with their customers and suppliers. We have worked closely with the Environmental Technologies Centre of Industrial Collaboration (ETCIC) at Hull University to investigate our commitments under REACH & are pleased to confirm that we have no "registration and notification of substances in articles", nor currently any "duty to communicate information in substances in articles" under Articles 7 & 33 respectively.

In the instance of a Substance of Very High Concern being identified above 0.1% w/w, then Fellowes Inc, its subsidiaries & Fellowes Europe, will issue immediate communication of such presence as legally required under REACH.

For further information on the REACH regulations, including restrictions and notification requirements, please access the following links:

- [http://ec.europa.eu/environment/chemicals/reach/reach\\_intro.htm](http://ec.europa.eu/environment/chemicals/reach/reach_intro.htm)
- <http://echa.europa.eu/>

Should you have any further questions with regard to Fellowes & REACH compliance please contact your local Fellowes representative / customer service team, who will endeavor to gain any required information via the appropriate legal channels within Fellowes and come back to you in a timely manner.

Brian Andrews  
Global Product Safety and Regulatory Specialist

