



**Program Document
CPBoK**

PD 6103

CPBoK-005/OP-1 REV. A

161 Thorn Hill Road
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BODY OF KNOWLEDGE:

ROLE DESCRIPTION: OPERATOR
SPECIAL PROCESS: CHEMICAL PROCESSING
METHOD: ANODIZING

All PRI QualificationSM program examinations are created using the applicable PRI QualificationSM program Body of Knowledge (BoK), which defines the baseline knowledge and experience required to be considered competent to perform the specified job role in aerospace special process manufacturing.

All BoKs are created by subject matter experts who participate in the PRI QualificationSM Body of Knowledge Review Boards. All BoKs are updated periodically according to the latest revision of PRI QualificationSM program documentation (PD6100: Industry Managed Special Process Bodies of Knowledge) to ensure consistency with current industry practice.

1. INTRODUCTION

This document has been created by the PRI QualificationSM Chemical Processing Body of Knowledge Review Board (CP-BoKRB) according to the requirements of PD6100.

This document constitutes the PRI QualificationSM program BoK for Chemical Processing Anodizing including Chromic Acid Anodizing, Sulphuric Acid Anodizing, Hardcoat/Hard Anodizing, Phosphoric Acid Anodizing, Anodizing for Bonding, Titanium Anodizing, Magnesium Anodizing, Boric Sulphuric Acid Anodizing, Tartaric Sulphuric Anodizing for the Operator Level. It defines the baseline knowledge and experience required to be considered competent to perform this role.

Unless otherwise stated, the CP-BoKRB has followed guidelines as detailed in the current version of International Aerospace Quality Group (IAQG) Guidance PCAP 001 (Competence Management Guideline) to develop this BoK.

The information in this BoK will provide guidance for the following:

- Training providers who wish to develop training courses intended to support PRI QualificationSM program examination candidate preparation

PRI QualificationSM Body of Knowledge: Chemical Processing, Chromic Acid Anodizing, Sulphuric Acid Anodize, Hardcoat/Hard Anodizing, Anodizing for Bonding, Titanium Anodize, Magnesium Anodize, Boric Acid Anodizing, Tartaric Sulphuric; Operator

- Chemical Processing Examination Review Board (CP-ERB) for the development of PRI QualificationSM program examinations
- Candidates taking PRI QualificationSM program examinations who wish to prepare in advance

2. REFERENCES

PRI QualificationSM program documents:

PD6000	Governance & Administration of PRI Qualification SM Program
PD6100	Industry Managed Special Process Bodies of Knowledge
PD6200	Industry Managed Special Process Examinations System

IAQG documents:

IAQG Guidance PCAP 001 Competence Management Guideline

3. DEFINITIONS

Definitions described within are specific to the Special Process BoK. For program-specific definitions, please refer to either the PD 6000 or the PRI QualificationSM Dictionary.

BODY OF KNOWLEDGE (BoK): Baseline knowledge and experience required to be considered competent for a target position.

GENERAL EXAMINATION: The General Examination is designed to ascertain the candidate's general knowledge required for a particular job, role or activity. All of the questions will be derived from the corresponding BoK.

EXPERIENCE: The accumulation of knowledge or skill that results from direct participation in events or activities over a period of time.

KNOWLEDGE: Information / understanding acquired over a period of time. Information acquired through study and retained over that period of time (education, training, experience etc.) The combination of data and information, to which is added expert opinion, skills and experience, to result in a valuable asset which can be used to aid decision making and problem solving.

LEVEL: A class or division of a group based on education, training and experience. There are 3 levels: Operator/Technician, Planner and Owner. Please refer to the current version of PD 6000 for definitions.

METHOD: A well-defined division of a SPECIAL PROCESS widely recognized by industry. A specific area of a special process for example anodizing within Chemical Processing

NON-SPECIAL PROCESS RELATED REQUIREMENTS: Miscellaneous requirements such as Health and Safety, Environmental, etc.

PERSONAL ATTRIBUTES: A quality or characteristic expected and required for a particular job, role or activity.

PRACTICAL EXAMINATION: The Practical Examination shall consist of a demonstration of proficiency in performing tasks that are typical of those to be accomplished in the performance of the candidate's duties. The examination content is derived from the corresponding BoK.

SKILL: Ability to perform a particular task. Skill is the quality of being able to do something that is acquired or developed through training or experience.

SPECIFIC EXAMINATION: The Specific Examination shall cover requirements and use of the specifications, codes, equipment, operating procedures and test techniques the candidate may use in the performance of his/her duties with the employer. Examination content will be derived from the corresponding BoK where applicable.

PRI QualificationSM Body of Knowledge: Chemical Processing, Chromic Acid Anodizing, Sulphuric Acid Anodize, Hardcoat/Hard Anodizing, Anodizing for Bonding, Titanium Anodize, Magnesium Anodize, Boric Acid Anodizing, Tartaric Sulphuric; Operator

WEIGHTING: The “weighting” of each line item, using a scale of 1, 3, 7, 10, (1 being least important; 10 being most important) indicates the relative importance of that aspect of the BoK and will determine the likelihood and frequency of a question on that topic appearing in the examination

4. GUIDANCE TO EXAMINATION CANDIDATES

All PRI QualificationSM program examination candidates are recommended to read all documents referenced in section 2 of this document.

As stated in PRI QualificationSM program document PD6200, every exam question shall relate directly to and be derived from the information as detailed in the current version of the BoK.

Re-assessment to this BoK is required every 5 years, unless otherwise specified.

Candidates are therefore advised to ensure familiarity with all aspects of the BoK as detailed in Table 1. This can be done through:

- Self-study
- Completion of internal training
- Completion of external training (a list of Approved Training Providers can be found at <https://p-r-i.org/>)

Records of all qualified personnel shall be maintained and include:

- Date of Qualification
- Results of Written Exam
- Results of Practical Exam (if applicable)
- Summary of Experience (Owner level only)

PRI QualificationSM Body of Knowledge: Chemical Processing, Chromic Acid Anodizing, Sulphuric Acid Anodize, Hardcoat/Hard Anodizing, Anodizing for Bonding, Titanium Anodize, Magnesium Anodize, Boric Acid Anodizing, Tartaric Sulphuric; Operator

5. LEVELS

Level			
<i>Descriptors</i>	<i>Operator (OP)/Technician(T)</i> <i>For descriptions, please refer to current version of PD6000</i>	<i>Planner (PL)</i> <i>For descriptions, please refer to current version of PD6000</i>	<i>Owner (OW)</i> <i>For descriptions, please refer to current version of PD6000</i>
Anodize Process Specific Criteria	No additional criteria for the Anodize process.	No additional criteria for the Anodizing	No additional criteria for the Anodizing process
Technical Knowledge	Basic knowledge of the Anodizing process, its main processes, methods and tools.	Good level of knowledge in all aspects of the Anodizing process, all its processes, methods and tools. Ability to coach others on contents and methods in the context of their workplace.	High or extensive knowledge in all aspects of the Anodizing process, all its processes, methods and tools to assess and validate improvements. Able to contribute to set externally recognized standards. Ability to define contents and methods for using knowledge effectively in influencing and
Experience	Sufficient experience to deal with recurrent activity.	Has enough experience to deal with unforeseen issues.	Wide proven experience of the subject. Is recognized specialist within the special process?
Personal Attributes		Takes into consideration behavioral characteristics such as but not limited to: team working, communication, direction and purpose, innovation and problem solving,	
Skills		Describes the activities necessary to perform each level of job function to comply with the Anodizing Body of Knowledge	
Non-Special Process Related Requirements		Health & Safety, Environmental, Quality System Requirements.	

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6. TABLE 1

Row #	COMPETENCE	Weight (1,3,7,10)	Exam Type Written/ Practical	Reference Guidelines
	KNOWLEDGE: The basic knowledge of the special processes, methods and tools			
1	Understand how to determine if there has been damage to the part surface. Ability to recognize common anodizing problems such as burning, poor contact, etc.	10	Written	AC 7108/8
2	Full and complete understanding of Internal Work instructions	10	Written	AC 7108, AC 7108/8
3	Understand Industry Standards (see Addendum 1 of this document)	7	Written	Addendum 1
4	Knowledge and understanding of the Accept/Reject Criteria	7	Written	AC 7108/8
5	Knowledge of the Surface Preparation procedures	10	Written	MIL-A-8625, General Industry
6	Basic understanding of the control and calibration requirements for equipment.	7	Written	AC 7108, General Industry
7	Know how to perform the Water Break Free Cleanliness Verification	10	Written	ASTM F22
8	Knowledge and understanding of mathematics, including decimal and fractions	3	Written	General Industry
9	Know how to use precision measuring instruments and equipment	7	Written	General Industry
10	Know and understand Job Documentation including Fixed and Frozen Process requirements.	7	Written	AC 7108
11	Know and understand General Cleaning, Mechanical Cleaning and Chemical Cleaning prior to Anodizing.	10	Written	MIL-A-8625 AC 7108/8
12	Know and understand Sealing performance and process requirements.	10	Written	AC 7108/8
13	Know and understand how to correct or adjust the Ramp Rate, Voltage and ASF for the Anodizing process.	3	Written	General Industry
14	Understand the need for pre-process checks (such as calibration status and solution temperatures).	10	Written	AC 7108/8
15	Understand the mechanics and importance of Racking, Part Set-Up and Masking.	10	Written	AC 7108/8
16	Thoroughly understand the Anodizing process.	10	Written	AC 7108/8 & MIL-A-8625 & General Industry
17	Know how to recognize unsafe and/or inappropriate work practices.	7	Written	OSHA & ILO & General Industry
18	Know and understand the effects and aspects of the Anodizing process on different alloys and materials (including chemicals, masking materials, tanks, work environment, etc.)	3	Written	MIL-A-8625 & AC 7108/8, General Industry
19	Understand how to deal with incorrect or inappropriate Anodizing.	3	Written	MIL-A-8625, AC 7108/8, General Industry
20	Knowledge and understanding about the selection of appropriate equipment for use in the Anodizing process.	3	Written	General Industry
21	Understanding of the significance of pH and grades of water purity and their measurement.	7	Written	MIL-A-8625, AC 7108, General Industry
22	General knowledge and understanding of all the Anodizing processes.	3	Written	MIL-A-8625, AC 7108/8, General Industry
23	CHROMIC ACID ANODIZING			
24	Understand "Accept & Reject" Criteria including thickness and color range.	7	Written	MIL-A-8625, AC 7108/8, General Industry
25	Know uses, features and applications for this type of Anodizing.	3	Written	MIL-A-8625, AC 7108/8, General Industry
26	Understand the limitations for this type of Anodizing.	3	Written	MIL-A-8625, AC 7108/8, General Industry
27	Understand the dyeing and sealing options and requirements.	7	Written	MIL-A-8625, AC 7108/8, General Industry
28	Understand the environmental, worker safety and health concerns associated with this type of Anodizing.	3	Written	OSHA (USA), MSDS (Material Safety Data Sheets), WHMIS (Canada), General Industry
29	SULPHURIC ACID ANODIZING			
30	Understand "Accept & Reject" Criteria including thickness and color range.	7	Written	MIL-A-8625, AC 7108/8, General Industry
31	Know uses, features and applications for this type of Anodizing.	3	Written	MIL-A-8625, AC 7108/8, General Industry
32	Understand the limitations for this type of Anodizing.	3	Written	MIL-A-8625, AC 7108/8, General Industry
33	Understand the dyeing and sealing options and requirements for this type of Anodizing.	7	Written	MIL-A-8625, AC 7108/8, General Industry
34	Understand the environmental, worker safety and health concerns associated with this type of Anodizing.	3	Written	OSHA (USA), MSDS (Material Safety Data

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				Sheets), WHMIS (Canada), General Industry
35	Knowledge of "Thin-film Sulfuric Acid Anodizing" and similar options.	3	Written	MIL-A-8625, AC 7108/8, General Industry
36	HARDCOAT OR HARD ANODIZING			
37	Understand "Accept & Reject" Criteria including thickness.	7	Written	MIL-A-8625, AC 7108/8, General Industry
38	Know uses, features and applications for this type of Anodizing.	3	Written	MIL-A-8625, AC 7108/8, General Industry
39	Understand the limitations for this type of Anodizing.	3	Written	MIL-A-8625, AC 7108/8, General Industry
40	Understand the dyeing and sealing options and requirements for this type of Anodizing.	7	Written	MIL-A-8625, AC 7108/8, General Industry
41	Understand the environmental, worker safety and health concerns associated with this type of Anodizing.	3	Written	OSHA (USA), MSDS (Material Safety Data Sheets), WHMIS (Canada), General Industry
42	PHOSPHORIC ACID ANODIZING			
43	Understand "Accept & Reject" Criteria.	7	Written	MIL-A-8625, AC 7108/8, General Industry
44	Know uses, features and applications for this type of Anodizing.	3	Written	MIL-A-8625, AC 7108/8, General Industry
45	Understand the limitations for this type of Anodizing.	3	Written	MIL-A-8625, AC 7108/8, General Industry
46	Understand the dyeing and sealing options and requirements for this type of Anodizing.	7	Written	MIL-A-8625, AC 7108/8, General Industry
47	Understand the environmental, worker safety and health concerns associated with this type of Anodizing.	3	Written	OSHA (USA), MSDS (Material Safety Data Sheets), WHMIS (Canada), General Industry
48	ANODIZING FOR BONDING			
49	Understand "Accept & Reject" Criteria	7	Written	MIL-A-8625, AC 7108/3, General Industry
50	Know uses, features and applications for this type of Anodizing.	3	Written	MIL-A-8625, AC 7108/3, General Industry
51	Understand the limitations for this type of Anodizing.	3	Written	MIL-A-8625, AC 7108/3, General Industry
52	Understand the environmental, worker safety and health concerns associated with this type of Anodizing.	3	Written	OSHA (USA), MSDS (Material Safety Data Sheets), WHMIS (Canada), General Industry
53	What type of base materials are used for this type of Anodizing?	3	Written	MIL-A-8625, AC 7108/3, General Industry
54	Type of surface preparations used for Anodizing bonding.	3	Written	MIL-A-8625, AC 7108/3, General Industry
55	TITANIUM ANODIZING			
56	Understand "Accept & Reject" Criteria.	7	Written	SAE AMS 2488, General Industry
57	Know uses, features and applications for this type of Anodizing.	3	Written	SAE AMS 2488, General Industry
58	Understand the limitations for this type of Anodizing.	3	Written	SAE AMS 2488, General Industry
59	Understand the differences between achieving color on Titanium and other metals, such as aluminum.	7	Written	SAE AMS 2488, General Industry
60	Know cleaning restrictions when using Titanium.	7	Written	SAE AMS 2488, General Industry
61	Understand the environmental, worker safety and health concerns associated with this type of Anodizing.	3	Written	OSHA (USA), MSDS (Material Safety Data Sheets), WHMIS (Canada) General Industry
62	MAGNESIUM ANODIZING			
63	Understand "Accept & Reject" Criteria.	7	Written	AMS-M-45202, AC 7108/8, General Industry
64	Know uses, features and applications for this type of Anodizing.	3	Written	AMS-M-45202, AC 7108/8, General Industry
65	Understand the limitations for this type of Anodizing.	3	Written	AMS-M-45202, AC 7108/8, General Industry
66	Understand the dyeing and sealing options and requirements.	7	Written	AMS-M-45202, AC 7108/8, General Industry
67	Understand the environmental, worker safety and health concerns associated with this type of	3	Written	AMS-M-45202, OSHA

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	Anodizing.			(USA), MSDS (Material Safety Data Sheets), WHMIS (Canada), General Industry
68	BORIC SULPHURIC ACID ANODIZING (BSAA)			
69	Understand "Accept & Reject" Criteria.	7	Written	MIL-A-8625, AC 7108/8, General Industry
70	Know uses, features and applications for this type of Anodizing.	3	Written	MIL-A-8625, AC 7108/8, General Industry
71	Understand the limitations for this type of Anodizing.	3	Written	MIL-A-8625, AC 7108/8, General Industry
72	Understand the dyeing and sealing options and requirements.	7	Written	MIL-A-8625, AC 7108/8, General Industry
73	Understand the environmental, worker safety and health concerns associated with this type of Anodizing.	3	Written	OSHA (USA), MSDS (Material Safety Data Sheets), WHMIS (Canada), General Industry
74	TARTARIC SULPHURIC ACID ANODIZING			BS EN 4704
75	Understand "Accept & Reject" Criteria.	7	Written	MIL-A-8625, AC 7108/8, General Industry
76	Know uses, features and applications for this type of Anodizing.	3	Written	MIL-A-8625, AC 7108/8, General Industry
77	Understand the limitations for this type of Anodizing.	3	Written	MIL-A-8625, AC 7108/8, General Industry
78	Understand the environmental, worker safety and health concerns associated with this type of Anodizing.	3	Written	OSHA (USA), MSDS (Material Safety Data Sheets), WHMIS (Canada), General Industry
	SKILLS: Defined within these rolls describes the range of skills. The skills required to perform a particular special process task			
79	READ AND UNDERSTAND WRITTEN INSTRUCTIONS:			
80	Apply Anodizing techniques appropriately	10	Practical	MIL-A-8625, AC 7108/8, General Industry
81	Verify and validate the Anodizing results.	3	Practical	MIL-A-8625, AC 7108/8, General Industry
82	Properly report non-conformances	10	Practical	AC 7108, General Industry
83	Use of appropriate equipment for the Anodizing process.	3	Practical	General Industry
84	Ability to follow instructions	10	Practical	General Industry
85	Interpretation of an acceptable Anodizing process		Practical	MIL-A-8625, AC 7108/8, General Industry
86	Must be able to set-up operations (select appropriate equipment, determine or enter rates, set timers & read and record temperatures) including alternate procedures as appropriate	3	Practical	General Industry
87	Must be able to understand and interpret shop travelers	7	Practical	AC 7108, General Industry
	PERSONAL ATTRIBUTES: Are statements that will enable judgment of the person's personal attributes			
88	Be able to work independently with a minimum of supervision	3	N/A	General Industry
89	Must have a high degree of integrity	10	N/A	General Industry
90	Be attentive to details	10	N/A	General Industry
91	Be flexible	3	N/A	General Industry
92	Tolerate stress	7	N/A	General Industry
93	Exhibit conflict resolution	3	N/A	General Industry
94	Decision making ability	3	N/A	General Industry
95	Team Worker	10	N/A	General Industry
96	Ethical Behavior	10	N/A	General Industry
	EXPERIENCE: Are the minimum experience requirement expected to demonstrate their competence?			
97	EDUCATION:			
98	High School Diploma, GED or Secondary Education	7	N/A	General Industry
99	Apprenticeship	3	N/A	General Industry
100	Industry Training or Courses	3	N/A	General Industry
101	TRAINING / HANDS-ON-EXPERIENCE:			
102	Complete on the job training: Minimum number of hours-			
103	OPERATOR – 160 Hours	10	N/A	General Industry
	NON-SPECIAL PROCESS RELATED REQUIREMENTS: Defined within these rolls are other general or pre-requisite needed			
104	Capability to lift up to 30 lbs. (13 kg)	7	Written	General Industry
105	Able to deal with repetitive bending and stooping	10	Written	General Industry

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106	SAFETY & ENVIRONMENTAL REQUIREMENTS:			
107	Knowledge and understanding of safety and handling of hazardous material, chemicals, etc. including safe storage, interpretation of Health & Safety Data Sheets and Regulatory Requirements	10	Written	OSHA (USA), EU MSDS (Material Safety Data Sheets), WHMIS (Canada), General Industry
108	Understand Safety Data Sheets (SDS) and Personal Protective Equipment (PPE) Requirements: When and how to use appropriate personal protective equipment (goggles, gloves, rubber boots, aprons, etc.)	10	Written	OSHA (USA), EU MSDS, MSDS (Material Safety Data Sheets), WHMIS (Canada), General Industry
109	Understand which personal protective equipment to use, when and why.	10	Written	OSHA (USA), EU MSDS, MSDS (Material Safety Data Sheets), WHMIS (Canada), General Industry
110	Understand the safe storage, shelf life and mixing of chemicals.	10	Written	OSHA (USA), EU MSDS, MSDS (Material Safety Data Sheets), WHMIS (Canada), General Industry
111	Ability to recognize symbols associated with chemicals and their usage.	10	Written	OSHA (USA), EU MSDS, MSDS (Material Safety Data Sheets), WHMIS (Canada), General Industry

7. DOCUMENT REVISION HISTORY

REVISION DATE	SUMMARY
27 December 2019	Updated to new BoK Template
6 April 2018	Updated color scheme
27 September 2018	Reviewed by eQualified Content Developer to ensure it was up to date.
3 December 2019	Editorial revision to update program name from eQualified to PRI Qualification SM .

PRI QualificationSM Body of Knowledge: Chemical Processing, Chromic Acid Anodizing, Sulphuric Acid Anodize, Hardcoat/Hard Anodizing, Anodizing for Bonding, Titanium Anodize, Magnesium Anodize, Boric Acid Anodizing, Tartaric Sulphuric; Operator

ADDENDUM 1

LIST OF INTERNATIONAL STANDARDS & REFERENCE DOCUMENTS FOR CHEMICAL PROCESSING

SPECIAL PROCESS	DOCUMENT TITLE	DOCUMENT NUMBER
Chemical Process	Audit Criteria for Chemical Processing	AC7108
Chemical Process	Audit Criteria for Surface Preparation Prior to Metal Bond	AC 7108/3
Chemical Process	Audit Criteria for Anodizing	AC 7108/8
Chemical Process	Hard Anodic Coating Treatment of Aluminum Alloys	AMS 2468
Chemical Process	Hard Anodic Coating on Aluminum and Aluminum Alloys	AMS 2469
Chemical Process	Anodic Treatment of Aluminum Alloys, Chromic Acid Process	AMS 2470
Chemical Process	Anodic Treatment of Aluminum Alloys Sulfuric Acid Process, Undyed Coating	AMS 2471
Chemical Process	Anodic Treatment of Aluminum Alloys, Sulfuric Acid Processes, Dyed	AMS 2472
Chemical Process	Titanium Anodizing, Type I & II	AMS 2488
Chemical Process	Magnesium Alloys, Anodic Treatment of	AMS-M-45202 B
Chemical Process	Standard Test Method for Hydrophobic Surface Films by the Water-Break Test	ASTM F22
Chemical Process	Aerospace series. Tartaric-Sulphuric-Acid anodizing of aluminium and aluminium wrought alloys for corrosion protection and paint pre-treatment (TSA)	BS EN
Chemical Process	Anodic Coatings for Aluminum and Aluminum Alloys	MIL-A-8625
Chemical Process	Chemical Conversion Coatings on Aluminum and Aluminum Alloys	MIL-DTL-5541

PRI QualificationSM Body of Knowledge: Chemical Processing, Chromic Acid Anodizing, Sulphuric Acid Anodize, Hardcoat/Hard Anodizing, Anodizing for Bonding, Titanium Anodize, Magnesium Anodize, Boric Acid Anodizing, Tartaric Sulphuric; Operator

ADDENDUM 2

ADDITIONAL SAFETY & ENVIRONMENTAL REQUIREMENTS

REACH REGULATION INFORMATION

Several metal finishing processes (painting, anodize, chromate conversion, passivate, electroplating) may have REACH regulated substances that are either used as process chemicals or are contained within the finished product after a process is completed. Chemical suppliers are obliged to provide a legislatively compliant safety data sheet.

Below are topics of concern that a chemical processing owner should be aware of and have adequate understanding if products are produced within or shipped to the European Union.

- REACH (Regulation on Registration, Evaluation, Authorization and Restriction of Chemicals)
- Affects raw materials/substances that go into products either produced within or shipped to the European Union.
- Under EU REACH regulation, substances that are one of the following can be regarded as substance of very high concern (SVHC):
 - carcinogenic, mutagenic or toxic to reproduction (CMRs);
 - persistent, bio-accumulative and toxic (PBTs);
 - very persistent and bio-accumulative (vPvBs);
 - seriously and / or irreversibly damaging the environment or human health, as substances damaging the hormone system;
- The SVHC candidate list is a moving target that will continue to grow with 168 substances as of January 2016. This list is reviewed nominally twice a year by ECHA.
- Some typically used SVHC's contained in or used but not limited to during chemical processing are:
 - Cadmium
 - Strontium Chromate
 - Chromium trioxide
 - Sodium dichromate
- SVHC content is allowable up to 0.1% of an article produced within or shipped to the EU.
- Additionally, SVHC's may at some time be added to the Authorization List known as Annex 14 or XIV which contains a sunset date for each SVHC in this list.
- Owner needs to be aware of sunset dates for SVHC's contained in the Authorization list. Once an SVHC from the Authorization List reaches the sunset date, it can no longer be used in the EU without specific authorization from ECHA (European Chemicals Agency).
- Manufacturing sites either located within or if shipping product to the EU must comply with all aspects of REACH. Chemical suppliers in the EU must provide safety data sheets that reflect any conditions of an authorization.
- Further information/current SVHC and Authorization list with sunset dates can be obtained by accessing (<http://www.echa.europa.eu/web/quest/candidate-list-table>)