

DECLARATION ASSISTANCE

PORTABLE SECONDARY AND PRIMARY BATTERIES

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● ● ● ● 1 – SUBMITTING A DECLARATION

What do I have to report ?

The declaration is annual. It concerns portable primary and secondary batteries, whether or not they are integrated into equipment, and for which your company is responsible for first marketing in France.

The declaration does not apply to products for which you are not the first marketer in France, products that are exported, or any equipment other than a portable battery.

Where can I find the information to make my declaration (technology, battery weight) ?

You can find information from manufacturers, suppliers, through technical data sheets, safety data sheets, etc.

After your research, if you do not have any information on your batteries on the market, contact us and give us as many details as possible on your products (photos, references, etc.)

How to report rechargeable batteries

Rechargeable batteries are considered as secondary batteries also called Accumulateur in French. The technology is most likely Nickel Metal Hydride and lithium. However, it is safer to check the supplier's sheet before making the declaration

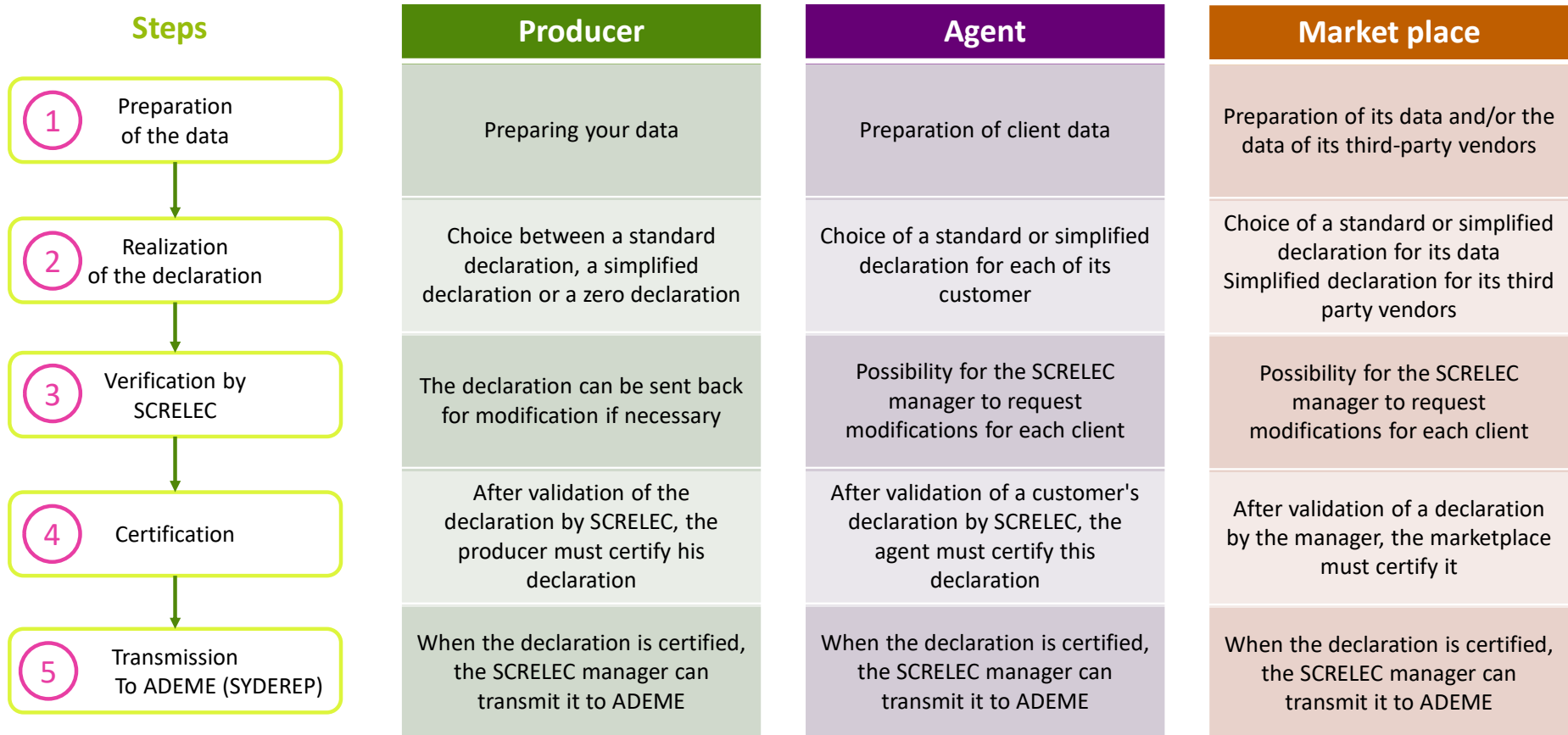
Why does SCRELEC need these data?

SCRELEC, by virtue of its approval, is required to declare a certain amount of data to the authorities, in accordance with Directive 2006/66/EC. These data are then used in statistical studies to obtain a precise view of battery and accumulator recycling in France

Are there different ways to declare?

The answer is yes. SCRELEC gives you the possibility to declare your releases in a detailed way, technology by technology, or in a simplified way and simply declare the number of items released (attention to eligibility).

● ● ● ● 2 – PROCESS TO BE FOLLOWED



3 – IN PRACTICE

Submission of the declaration (Faire une déclaration)

Standard declaration

- 1) Be sure to download the Excel import file which is updated for each campaign
- 2) I choose the type of declaration I want to make (standard or simplified)
- 3) I select the declaration year

Simplified declaration (If quantity < 10,000 and weight of each cell or battery <1kg)

I declare the details of the items I have placed on the market

I declare the number of items I have put on the market

Manual Input

I enter each line in the application

Type	Catégorie	Marque	Ref. interne	Famille de produits	Application	Statut prod.	Incorpore à un appareil?	Vente aux ménages	Technologie	Ref. EC	Poids unitaire (g)	Nb. piles/bacuss inclus*	Quantité	Poids total (kg)	Contribution (€)	Actions
Pile	Portable	UNIVERCEL	CR2025	PILE ET ACCU	Pile non incorporée	IMP	oui	oui	Bouton Lithium	CR	2.6	1	3693	10.135	37.4966	
Pile	Portable	UNIVERCEL	CR2032	PILE ET ACCU	Pile non incorporée	IMP	oui	oui	Bouton Lithium	CR	3.1	1	2046	60.353	234.2046	
Pile	Portable	UNIVERCEL	CR1216	PILE ET ACCU	Pile non incorporée	IMP	oui	oui	Bouton Lithium	CR	1	1	129	0.129	0.4773	

Quantité de produit mis sur le marché

134

Je certifie que tous les items déclarés ont un poids inférieur à 1 kg

Je certifie que le nombre d'items déclarés pour chaque vendeur tiers est inférieur à 10 000

Manual Input

I enter the number of items in the application

Upload a file

I fill in an Excel file and then import it

Type	Catégorie	Marque	Référence	Famille de produits	Application	Statut	Incorp.	Vente	Technologie	Référence	Poids	Nb. de	Quant
Piles	Portable	UNIVERCEL	CR2025	PILE ET ACCUMULATEUR SEULS	Pile non incorporée	IMP	oui	oui	Bouton Lithium	CR 2025	2,6	1	3693
Piles	Portable	UNIVERCEL	CR2032	PILE ET ACCUMULATEUR SEULS	Pile non incorporée	IMP	oui	oui	Bouton Lithium	CR 2032	3,1	1	2046
Piles	Portable	UNIVERCEL	CR1216	PILE ET ACCUMULATEUR SEULS	Pile non incorporée	IMP	oui	oui	Bouton Lithium	CR 1220	1	1	129
Piles	Portable	UNIVERCEL	CR1220	PILE ET ACCUMULATEUR SEULS	Pile non incorporée	IMP	oui	oui	Bouton Lithium	CR 1220	1	1	1677
Piles	Portable	UNIVERCEL	CR1616	PILE ET ACCUMULATEUR SEULS	Pile non incorporée	IMP	oui	oui	Bouton Lithium		1	1	664
Piles	Portable	UNIVERCEL	CR1620	PILE ET ACCUMULATEUR SEULS	Pile non incorporée	IMP	oui	oui	Bouton Lithium		1	1	2453
Piles	Portable	UNIVERCEL	CR2450	PILE ET ACCUMULATEUR SEULS	Pile non incorporée	IMP	oui	oui	Bouton Lithium	CR 2450	4	1	1772
Piles	Portable	UNIVERCEL	CR1632	PILE ET ACCUMULATEUR SEULS	Pile non incorporée	IMP	oui	oui	Bouton Lithium		1	1	1363
Piles	Portable	UNIVERCEL	CR2320	PILE ET ACCUMULATEUR SEULS	Pile non incorporée	IMP	oui	oui	Bouton Lithium		2	1	50

Nom du vendeur tiers	Quantité
vendeur tiers 1	1
vendeur tiers 2	2
vendeur tiers 3	4
vendeur tiers 4	8
vendeur tiers 5	16
vendeur tiers 6	32
vendeur tiers 7	64
vendeur tiers 8	128
vendeur tiers 9	256
vendeur tiers 10	512
vendeur tiers 11	1024

Upload a file

I fill in an Excel file and then import it



Seul le fichier type de déclaration au format Excel (.xlsx ou .xls) sera pris en charge par Screlec.

Télécharger le fichier type de déclaration



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Télécharger le fichier type de déclaration



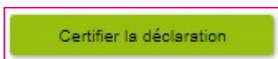
4 – CERTIFICATION OF YOUR DECLARATION

When the SCRELEC Member Service has "locked" the declaration. The member can then proceed with the certification of his declaration.



You receive an e-mail : from Batribox telling you that your declaration has been locked and that it must be certified

On Batriweb : On the declaration page, at the bottom right, click on the "Certify Declaration" button.



To certify the declaration, 3 choices are possible:

(click on the multiple choice selection at the top)

1. **You are the responsible signatory** of the certificate of conformity: you sign electronically (via YouSign)

OR

2. **You are not authorised to sign the certificate** of conformity: fill in the details of the signatory who will receive an e-mail and can sign the contract electronically

OR

3. **You are not authorised to sign the certificate**, download it: have it signed and re-import it on the interface.

The screenshot shows the 'Certifier ma déclaration' interface. At the top, there is a dropdown menu titled 'Sélectionner le mode de signature' with three options: 'Je suis habilité(e) à signer le certificat', 'Je ne suis pas habilité(e) à signer le certificat, je renseigne les coordonnées du signataire', and 'Je ne suis pas habilité(e) à signer le certificat, je le fais signer et je l'importe'. Below the dropdown, there is a form with fields for 'Adhérent' and 'Société'. To the right, there is a YouSign signature window with the text 'Vous allez signer en tant que Florence BERNIS' and a 'SIGNER' button. A red arrow points from the text '(click on the multiple choice selection at the top)' to the dropdown menu. A blue arrow points from the text 'Redirection to YouSign for certification' to the YouSign window.



5 – POINTS OF FOCUS

Mandatory fields for the standard declaration

- **Type** : Indicates whether your report line is for a Pile (primary batterie) Accumulateur (secondary batterie)
- **Catégorie** : Field filled in by default, cannot be changed: "Portable".
- **Statut producteur** : Indicates whether the item is imported into France from a non-European country (IMP), imported into France from a European country (INT), sold remotely by a foreign manufacturer directly to French customers (DIS) or Made in France (FAB)
- **Incorporé à un appareil** : Answer "yes" if the battery/accumulator is integrated in the product sold
- **Vente aux ménages** : Answer "yes" if the end user is the general public and "no" if it is only professionals
- **Technologie** : Indicate the technology of the battery (alkaline, lithium button, ...) or accumulator (lithium, lead, ...)
- **Poids unitaire** : Weight in grams of the battery, or weight of a battery pack
- **Nb piles/accu inclus** : Quantity of batteries/accumulators included in the object and individually replaceable
- **Quantité** : If the batteries are sold alone, enter the number of batteries sold. If the batteries are included in a device, indicate the number of devices sold
- **Code ADEME** : Mandatory only for declarations made by agents (identifies each principal) => To find this code: Menu Entities => list of entities => export => Column k = Numéro SYDEREP)

Submitting a ZERO declaration

If your company no longer places batteries and/or accumulators on the market, you should terminate your contract with SCRELEC's Member Service. In the exceptional case that you have not placed anything on the market for the year in question and that this situation is temporary, you must enter a zero declaration

Click on : > [Par exception, si vous n'avez rien vendu pendant l'année concernée, déclarez-le ici.](#)

Estimated declaration

Batriweb offers the possibility of adjusting the advance invoices on the basis of a new amount. This change must be justified by a significant variation in contribution from one year to the next. The estimated declaration will be recorded by SCRELEC's Member Service. It will then appear as an informative note on the declaration, but will not replace the actual data that must be declared during the declaration campaign.





Screlec is a state-approved non-profit eco-organisation

You can reach us at the following address

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