

# Guidelines for SEBN SE Suppliers on Submitting Data to IMDS

Supplier Chain Management  
Version:1

**The following document provides guidelines for SEBN suppliers on how to prepare and submit IMDS information. It outlines mandatory requirements, legal compliance obligations, and best practices to ensure accurate and complete material data submissions.**

# Submission Requirements

- Suppliers must submit IMDS data only to ID 4244.
- The MDS must be completed as early as possible before the first sampling (best 4 weeks before the sampling date).
- Every individual product must be reported under its own unique IMDS ID. Each SEBN part number requires individual IMDS ID, including different color variants of the product.
- IMDS data should represent the actual product and its material composition.
- Every regulated substance must be disclosed and updated accordingly independent of the production process and product approval (PPA).
- Rejected IMDS submissions must be corrected and resubmitted as soon as possible.
- The major verification steps are described below as validation points.
- Material Data Sheets (MDS) must comply with the latest IMDS requirements, specific OEM requirements and the following **SEBN requirements**:

# Submission Requirements

1. **Part number** – the 9-digit SEBN part number must be entered in the "Part/Item No." field without spaces, dashes, or other characters (e.g., 970000532).
2. **IMDS duplicates** – multiple IMDS IDs for the same part number are not allowed. An exception is a difference in material compositions between various manufacturing locations.
3. **Part name** – must be descriptive, consistent with the drawing, and must not include numbers, brand names, project names, or the word "Copy."
4. **DUNS number** – is mandatory and should be provided under the "Supplier Code" field in IMDS Recipient data, following the format XX-XXX-XXXX (e.g., 12-345-6789).
5. **MDS weight** – must represent the real product weight.
6. **MDS type (component, semi-component, or material)** – must be consistent with the drawing and the physical product. The specific weight type must match the drawing to allow the correct weight calculation (e.g., semi-components like tapes or wires must have "specific weight" as length).

# Submission Requirements

7. **Preliminary MDS** – MDS submissions must not be marked as "Preliminary".
8. **Forwarding allowed** – MDS forwarding must be allowed.
9. **MDS tree structure** – must be consistent with the drawing, and all final product materials (e.g., labels, adhesives, coatings) must be reported.
10. **Application code** – must be correctly assigned and accurately reflect the material's use in automotive products.
11. **Recycled and circular materials** – information in IMDS must be provided in accordance with IMDS Recommendation 025.
12. **Joker / Wildcard** – should not be used to hide the chemical composition or GADSL substances.
13. **Recipient / drawing data** – other recipient data information not described in this document are optional. If any non-mandatory recipient/drawing data are provided, they will also be validated.

## Legal Compliance

All incoming IMDS data will be verified according to the legal requirements applicable to the automotive industry e.g., the ELV Directive (2000/53/EC) and the REACH Regulation (EC 1907/2006).

## Contact Information

For any questions, please contact SEBN IMDS team: *[imds@sebn.com](mailto:imds@sebn.com)*