TRUENORTH GLOBAL COMPLIANCE

RoHS Technical File Template & Requirements

A Practical Guide for Manufacturers, Importers, and Suppliers

Compliance with the **Restriction of Hazardous Substances (RoHS) Directive (2011/65/EU and its amendments)** is mandatory for products placed on the EU market. One of the key compliance obligations is maintaining a **RoHS Technical File** (also referred to as a Technical Documentation or TDF). This file must demonstrate that your product meets the RoHS requirements, ensuring it is free from restricted substances such as lead, cadmium, mercury, and other hazardous materials.

At **TrueNorth Global Compliance**, we understand the complexity of preparing a complete, audit-ready RoHS Technical File. We provide expert support to help suppliers and manufacturers avoid costly mistakes and ensure full compliance with EU regulations.

What is a RoHS Technical File?

A **RoHS Technical File** is a set of documents that demonstrate how a product complies with RoHS substance restrictions. It serves as evidence in case of audits by EU market surveillance authorities and must be kept for **at least 10 years** after the product has been placed on the market.

Key Requirements for a RoHS Technical File

A compliant technical file should include the following:

1. **General Product Information**

   o Product description and intended use

   o Model numbers, variants, and identification details

2. **Design & Manufacturing Information**

   o Bill of Materials (BOM)

   o Product schematics or block diagrams

   o Manufacturing process overview

3. **Material Declarations & Supplier Documentation**

- Material composition data (IMDS / CDX submissions where applicable)

- Supplier certificates of compliance

- Safety Data Sheets (SDS)

4. **Risk Assessment & Compliance Justification**

- Hazard identification

- Assessment of restricted substances

- Explanation of exemptions (if applicable)

5. **Testing & Verification Reports**

- Third-party laboratory test reports (XRF, ICP, etc.)

- Internal material screening records

6. **RoHS Declaration of Conformity (DoC)**

- A signed statement confirming compliance

- Reference to relevant RoHS directives and standards

Why Maintaining a RoHS Technical File Matters

- **Legal Requirement**: Non-compliance may result in product recalls, fines, or restricted market access.

- **Market Access**: A complete technical file is often requested by customers and regulatory bodies.

- **Brand Reputation**: Demonstrating compliance strengthens trust with customers and OEM partners.

Why Outsource to TrueNorth?

Preparing and maintaining RoHS Technical Files can be resource-intensive. At TrueNorth, we ensure **accuracy, consistency, and readiness** of your compliance documentation. Here's why working with us gives you an edge:

✅ **Expertise in Global Regulations** – Our compliance professionals specialize in RoHS, REACH, IMDS, CDX, and SCIP, ensuring full alignment with international requirements.

✅ **Streamlined Supplier Engagement** – We coordinate directly with your suppliers to collect and validate necessary material declarations, saving you time.

✅ **Audit-Ready Documentation** – We prepare technical files with meticulous attention to detail, reducing the risk of rejections or compliance gaps.

✅ **Cost Efficiency** – Instead of building an in-house compliance team, outsourcing to TrueNorth gives you access to experts at a fraction of the cost.

✅ **Future-Proof Compliance** – Regulations evolve. We continuously monitor changes to RoHS and related directives, ensuring your files remain up-to-date.

🔹 **Partner with TrueNorth Global Compliance** to take the complexity out of RoHS compliance. With our guidance, you can confidently expand your products into global markets while staying compliant and competitive.