



Test Requirements – Stationery

ALL COMPONENTS MUST PERFORM TO THE SAME STANDARD AS THE MAIN BODY OF THE PRODUCT. THEY MUST LAST THE LIFE OF THE PRODUCT AND ANY CLEANSING PROCESS DURING IT.

HISTORY OF AMENDS

DATE	AMENDMENT	APPROVED BY
10/11/2009	Addition of Washability for writing instruments (IHTM A-037)	Chris Nethercot
03/07/2009	Correction of BS7272 and addition of Reach to all products	Chris Nethercot
14/08/2008	Correction of Azo Dye requirements	Chris Nethercot

Test Schedule: Stationery	Requirements	Laminators, shredders and electrical items	Calculators and battery operated items	Filing and storage	Pencil cases	Paper products (inc notebooks etc)	Pens	Mechanical pencils	Pencils	Pencil Sharpeners	Erasers and pencil grips	Sticky note pads	Paper clips	Magnets	Maths sets	Correction Fluid	Glue and Tape	Paints and Glitter glues	Paint brushes	Stickers	Children's books / learning products	Play dough and plasticine	Foam shapes	Finger paint	Crayons	Chalk
		EN60950 LVD Safety	As per standard	√	√																					

	Issued By:	Authorised By:	Date of Issue	Page No.
Version 5	Chris Nethercot (Home & Leisure Technical Team)	Melanie Hart (Technical Manager Technical Leadership)	10/11/2009	Page 1 of 6



Test Requirements – Stationery

Test Schedule: Stationery	Requirements	Laminators, shredders and electrical items	Calculators and battery operated items	Filing and storage	Pencil cases	Paper products (inc notebooks etc)	Pens	Mechanical pencils	Pencils	Pencil Sharpeners	Erasers and pencil grips	Sticky note pads	Paper clips	Magnets	Maths sets	Correction Fluid	Glue and Tape	Paints and Glitter glues	Paint brushes	Stickers	Children's books / learning products	Play dough and plasticine	Foam shapes	Finger paint	Crayons	Chalk
EN50366 EMF	As per standard	√																								
EMC EN61000-3-2 EN61000-3-3 EN55014-1 EN55014-2	As per standard	√	√																							
RoHS compliant	Must comply to Asda RoHS Policy. Supplier to complete declaration form on supplier website.	√	√																							
Waste Electrical and Electronic Equipment (WEEE) Marking assessment (Electronic products)	As per directive/ Asda WEEE Policy	√	√																							

	Issued By:	Authorised By:	Date of Issue	Page No.
Version 5	Chris Nethercot (Home & Leisure Technical Team)	Melanie Hart (Technical Manager Technical Leadership)	10/11/2009	Page 2 of 6



Test Requirements – Stationery

Test Schedule: Stationery	Requirements	Laminators, shredders and electrical items	Calculators and battery operated items	Filing and storage	Pencil cases	Paper products (inc notebooks etc)	Pens	Mechanical pencils	Pencils	Pencil Sharpeners	Erasers and pencil grips	Sticky note pads	Paper clips	Magnets	Maths sets	Correction Fluid	Glue and Tape	Paints and Glitter glues	Paint brushes	Stickers	Children's books / learning products	Play dough and plasticine	Foam shapes	Finger paint	Crayons	Chalk
		EN 14362 Azo colourants (as referenced in 2004/21/EC, and in accordance with the limits specified in 2002/61/EC)	≤30ppm			✓	✓	✓																		
2005/84/EC Phthalate content. EEC directive – phthalate content on plasticised materials	Must comply with the phthalate directive and Asda phthalate policy			✓	✓	✓					✓												✓			
Formaldehyde content in wooden parts (with reference to EN 717-3 by WKI Bottle Method)	< 60 ppm			✓	✓	✓			✓		✓								✓				✓			
EN71 Part 1. Safety of toys. Specification for mechanical & physical properties. (items that have play value for children)	As per standard				✓									✓							✓	✓	✓			

	Issued By:	Authorised By:	Date of Issue	Page No.
Version 5	Chris Nethercot (Home & Leisure Technical Team)	Melanie Hart (Technical Manager Technical Leadership)	10/11/2009	Page 3 of 6



Test Requirements – Stationery

Test Schedule: Stationery	Requirements	Laminators, shredders and electrical items	Calculators and battery operated items	Filing and storage	Pencil cases	Paper products (inc notebooks etc)	Pens	Mechanical pencils	Pencils	Pencil Sharpeners	Erasers and pencil grips	Sticky note pads	Paper clips	Magnets	Maths sets	Correction Fluid	Glue and Tape	Paints and Glitter glues	Paint brushes	Stickers	Children's books / learning products	Play dough and plasticine	Foam shapes	Finger paint	Crayons	Chalk
		EN71 Part 2. Safety of toys. Flammability (test on finished product) (<i>items that have play value for children</i>)	As per standard				√																√	√	√	
EN71 Part 3: Safety of toys. Specification of migration of certain elements (<i>items that have play value for children</i>)	As per standard				√		√	√	√	√	√		√	√	√		√		√	√	√	√	√		√	√
EN71 Part 7: Safety of toys. Finger paints	As per standard																							√		
EN71 Part 9. Safety of toys. Organic chemical compounds	Supplier to complete & submit Declaration Form (on website)					√	√	√	√	√	√			√				√	√	√	√	√	√		√	√
TRA. Toxicological Risk Assessment (on liquid e.g. glitter glue, water colour, play dough, paint, ink, etc.)	As per standard						√								√			√			√	√			√	□

	Issued By:	Authorised By:	Date of Issue	Page No.
Version 5	Chris Nethercot (Home & Leisure Technical Team)	Melanie Hart (Technical Manager Technical Leadership)	10/11/2009	Page 4 of 6



Test Requirements – Stationery

Test Schedule: Stationery	Requirements	Laminators, shredders and electrical items	Calculators and battery operated items	Filing and storage	Pencil cases	Paper products (inc notebooks etc)	Pens	Mechanical pencils	Pencils	Pencil Sharpeners	Erasers and pencil grips	Sticky note pads	Paper clips	Magnets	Maths sets	Correction Fluid	Glue and Tape	Paints and Glitter glues	Paint brushes	Stickers	Children's books / learning products	Play dough and plasticine	Foam shapes	Finger paint	Crayons	Chalk
		BS 7272-1 Specification for safety caps for writing and marking instruments. BS 7272-2 Specification for end closures incorporated into writing and marking instruments.	As per standard						√								√			√			√			
CHIP Chemicals (Hazard Information and Packaging for Supply) Regulations 2002	As per regulations											√				√										
British Pharmacopoeia 1999, Volume II Appendix XVIB Microbial contamination on liquid. British Pharmacopoeia 2002, Volume II Appendix XVIC , Efficacy of antimicrobial preservation (e.g. glitter glue, water colour, play dough, paint, bubble solution, etc.)	As per standard						√										√	√								

	Issued By:	Authorised By:	Date of Issue	Page No.
Version 5	Chris Nethercot (Home & Leisure Technical Team)	Melanie Hart (Technical Manager Technical Leadership)	10/11/2009	Page 5 of 6



Test Requirements – Stationery

Test Schedule: Stationery	Requirements	Laminators, shredders and electrical items	Calculators and battery operated items	Filing and storage	Pencil cases	Paper products (inc notebooks etc)	Pens	Mechanical pencils	Pencils	Pencil Sharpeners	Erasers and pencil grips	Sticky note pads	Paper clips	Magnets	Maths sets	Correction Fluid	Glue and Tape	Paints and Glitter glues	Paint brushes	Stickers	Children's books / learning products	Play dough and plasticine	Foam shapes	Finger paint	Crayons	Chalk
		British Pharmacopoeia 2004, Volume II, Appendix XVI B1 & B2, Microbial contamination – for bristles made of animals hairs (e.g. goat or pony hair) Plus statement / proof of fumigation e.g. feathers	As per standard						√										√	√	√					
**IHTM A-037 Washability for writing instruments	As per ASDA IHTM*																√	√				√		√	√	
REACH data (in accordance with 1907/2004/EC)	Complete and submit the ASDA REACH Data Form	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√

*IHTM** – In house test method. These test methods have been devised specifically for ASDA and are available on request. In the absence of a product specific regulation, tests should be conducted as above to demonstrate compliance with the General Product Safety Regulations.

This test schedule serves as a general guideline which does not purport to include all the necessary provisions nor address all of the safety concerns, if any, associated with its use. Compliance with this test schedule and tests mentioned does not itself confer immunity from legal obligations. Additional tests may be needed due to regulation change or ASDA request. Prior notice may not be given. Suppliers are responsible to ensure merchandise offered to ASDA complies with all legal requirements and regulation for the country of sale.

Suppliers are also responsible for informing and liaising with the relevant technologist at ASDA if any other tests are deemed applicable to the submitted product.

	Issued By:	Authorised By:	Date of Issue	Page No.
Version 5	Chris Nethercot (Home & Leisure Technical Team)	Melanie Hart (Technical Manager Technical Leadership)	10/11/2009	Page 6 of 6