

Viamed Ltd

Packaging and Packaging Waste Regulation (PPWR)

Supplier Packaging Compliance Request

Document Control

Item	Details
Document Title	Supplier Packaging Compliance Request
Issue Date	July 2026
Review Date	July 2027
Document Owner	Quality Manager
Approved By	Managing Director
Classification	Controlled Management System Document
Applicable Legislation	Regulation (EU) 2025/40 on Packaging and Packaging Waste (PPWR)

1. Purpose

The purpose of this procedure is to provide a consistent approach for requesting and maintaining packaging compliance information from suppliers of packaging materials used by Viamed Ltd.

It supports the Viamed Ltd PPWR Technical File by ensuring supplier compliance documentation is requested, reviewed and retained in a controlled and consistent manner.

2. Scope

This procedure applies to all suppliers providing packaging materials introduced into the Viamed Ltd supply chain.

This includes suppliers of:

- Shipping cartons
- Mailing bags
- Protective packaging
- Bubble wrap
- Paper void-fill
- Packaging tape

- Shipping labels
 - Other transport packaging
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3. Supplier Information Required

Where applicable, suppliers should be requested to provide the following information:

- PPWR Declaration of Conformity
 - Material Specification
 - Technical Data Sheet
 - REACH Declaration
 - Recycled Content Declaration
 - Heavy Metal Declaration (where applicable)
 - PFAS Declaration (where applicable)
 - Any other documentation supporting compliance with Regulation (EU) 2025/40
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4. Supplier Request Process

The Quality Manager or nominated representative shall request compliance documentation:

- when approving a new packaging supplier;
- when introducing a new packaging material;
- during annual supplier review;
- following significant legislative changes;
- where documentation is incomplete or out of date.

Requests shall normally be made as part of the Viamed Ltd Supplier Review and Supplier Approval processes. Where appropriate, additional requests may be made by email, supplier questionnaire or other documented communication.

5. Review of Information

Documentation received from suppliers shall be reviewed for completeness before being entered into the:

- Supplier Packaging Compliance Register;
- PPWR Technical File.

Where documentation is incomplete or unclear, further clarification shall be requested from the supplier.

6. Non-Response

Where suppliers fail to provide appropriate documentation, Viamed Ltd shall:

- record the request;
 - issue follow-up requests where appropriate;
 - assess any associated risk;
 - consider alternative suppliers where necessary.
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7. Records

Records of supplier requests and responses shall be retained within the PPWR Technical File.

Electronic copies shall be retained within the Viamed Ltd document management system.

8. Related Documents

- EU Declaration of Conformity
 - PPWR Technical File
 - Packaging Register
 - Supplier Packaging Compliance Register
 - Packaging & Waste Reduction Statement
 - Supplier Review Procedure
 - Supplier Code of Conduct
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9. Review

This procedure shall be reviewed:

- annually;
 - following legislative changes;
 - following changes to supplier approval processes.
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10. Document Approval

This procedure has been approved for use within the Viamed Ltd Management System.

Approved By

Helen Lamb

Director

For and on behalf of Viamed Ltd

Date: 9th July 2026