



For Your Information (FYI) Screenshots  
Environmental Protection Agency  
Office of Pollution Prevention and Toxics  
Manage Toxic Substances

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# 1 For Your Information (FYI) Screenshots

## 1.1 Overview

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FYI submissions are from a classification system established by the Environmental Protection Agency (EPA) to distinguish voluntary submissions from substantial risk notices, also known as Section 8(e) Notices, which are formally submitted to EPA under TSCA Section 8(e). The FYI classification was created by EPA to capture submissions by people and organizations not subject to the reporting requirements, but who desire to inform EPA of potential toxic substances that may pose a risk to human health or to the environment.

EPA has received FYI submissions covering a wide variety of chemical substances and mixtures from chemical companies, trade associations, unions, public interest groups, civic associations, private citizens, academic institutions, state and other federal agencies, as well as similar organizations and agencies in foreign countries. These submissions contain information on human exposure, epidemiology, toxicity test results, monitoring studies, environmental fate, and other information that may be important to risk assessment.

Sometimes FYIs are submitted when a manufacturer, importer, or processor is not sure the information they have gathered supports a conclusion of substantial risk. FYI submissions are often submitted to the Agency when a person or company that is not required to submit would like to bring a chemical's risk information to EPA's attention. Chemical companies, trade associations, public interest groups, and academic institutions are among those who submit FYIs.

The FYI application is an electronic, web-based tool provided by EPA for the submission of FYI data. As a Primary AO, you can create or modify an FYI submission as well as submit to EPA via the Central Data Exchange (CDX). You can also create FYI amendments and download the Copy of Record (CoR).

This electronic application is optional for the production and submission of these filings.

Potential users may find that the use of this application saves time, burden and, because it is in an electronic format, provides easy access to reporting forms. Potential users are reminded to carefully read and follow application instructions. Persons who wish to use this application must address all provisions in the application including those relating to indexing information (i.e., company name, address, chemical name, etc.) and those related to Confidential Business Information (CBI) submissions, including the requirement for the submission of sanitized or redacted filings.

If data is claimed as CBI, it will not be made available to the public unless EPA determines that the information is not entitled to confidential treatment in accordance with the Agency confidentiality regulations at 40 Code of Federal Regulations (CFR) part 2, subpart B.

This TSCA FYI Submission electronic application is optional for the production and submission of these filings. The paper option for filing will continue to be allowed.

Potential users may find that the use of this application saves time, burden and, because it is in an electronic format, provides easy access to reporting forms. Potential users are reminded to carefully read and follow application instructions. Persons who wish to use this application must address all provisions in the application, including those relating to indexing information (i.e.,

company name, address, chemical name etc.) and those related to CBI submissions, including the requirement for the submission of sanitized or redacted filings.

Please note that certain CBI claims will not be accepted if you choose to use this electronic application for TSCA FYI Submission. For example, chemical name and/or chemical identity, if the chemical is listed on the public portion of the TSCA Inventory, may not be claimed as CBI in a submission using this application. Similarly, the user must enter a non-confidential study title, because it may not be claimed as CBI. EPA does not expect that such information, if evaluated under procedures at 40 CFR part 2, subpart B, would generally be found entitled to confidential treatment.

If the user believes that these or other data elements should be treated as CBI, then the user may use the paper option to file the FYI Submission and assert CBI claims.

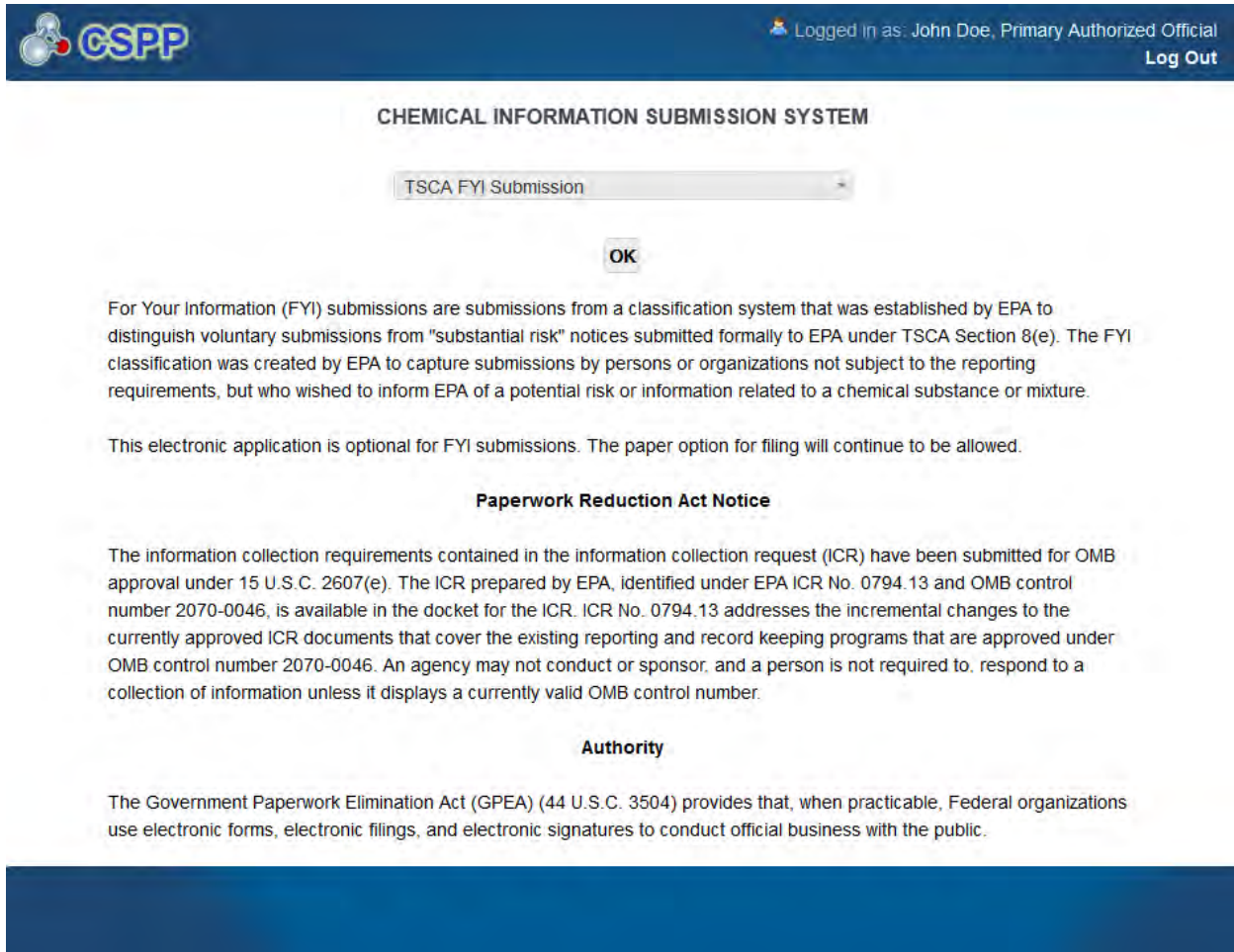
If the user claims an uploaded document as CBI, a sanitized document must be provided.


The following fields can be claimed as CBI within the 'FYI Submission' application:

- Technical Contact Information
- Submitting on Behalf of Company information
- Submitting on Behalf of Consortium information
- A single chemical substance that is not on the public TSCA Inventory
- The chemical substances comprising a mixture
- The percent concentrations of individual chemical substances in a mixture
- Any document uploaded within the 'Document Management' pop-up window
- Submitting Official Information

## 1.2 FYI Screenshots

### Exhibit 1-1: Mock-Up of Chemical Information Submission System Screen



 Logged In as: John Doe, Primary Authorized Official  
[Log Out](#)

**CHEMICAL INFORMATION SUBMISSION SYSTEM**

TSCA FYI Submission

**OK**

For Your Information (FYI) submissions are submissions from a classification system that was established by EPA to distinguish voluntary submissions from "substantial risk" notices submitted formally to EPA under TSCA Section 8(e). The FYI classification was created by EPA to capture submissions by persons or organizations not subject to the reporting requirements, but who wished to inform EPA of a potential risk or information related to a chemical substance or mixture.

This electronic application is optional for FYI submissions. The paper option for filing will continue to be allowed.


**Paperwork Reduction Act Notice**

The information collection requirements contained in the information collection request (ICR) have been submitted for OMB approval under 15 U.S.C. 2607(e). The ICR prepared by EPA, identified under EPA ICR No. 0794.13 and OMB control number 2070-0046, is available in the docket for the ICR. ICR No. 0794.13 addresses the incremental changes to the currently approved ICR documents that cover the existing reporting and record keeping programs that are approved under OMB control number 2070-0046. An agency may not conduct or sponsor, and a person is not required to, respond to a collection of information unless it displays a currently valid OMB control number.

**Authority**

The Government Paperwork Elimination Act (GPEA) (44 U.S.C. 3504) provides that, when practicable, Federal organizations use electronic forms, electronic filings, and electronic signatures to conduct official business with the public.

## Exhibit 1-2: Mock-Up of Home Screen

Logged in as: John Doe, Primary Authorized OfficialLog Out

[Home](#) | [Submissions](#) | [User Management](#) | [Resources](#)

### HOME

**Submissions**

For Your Information (FYI) submissions are submissions from a classification system that was established by EPA to distinguish voluntary submissions from "substantial risk" notices submitted formally to EPA under TSCA Section 8(e). The FYI classification was created by EPA to capture submissions by persons or organizations not subject to the reporting requirements, but who wish to inform EPA of a potential risk or information related to a chemical or mixture.

**User Management**

Manage the access rights of Supports for each FYI Submission. For every Support, the Authorized Official may grant him/her the ability to edit (but not unlock, create, delete, or submit) the data.

**Resources**

A helpful guide that describes the FYI Submission system and provides useful links for further usability instruction.

**Authorized Official**

An Authorized Official has the ability to create, amend, and unlock FYI Submissions. The Authorized Official must also submit completed data electronically. Finally, the Authorized Official has the ability to assign Supports to individual submissions.

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## Exhibit 1-3: Mock-Up of FYI Submissions Screen

GSP
Logged in as: John Doe, Primary Authorized Official

[Home](#) | [Submissions](#) | [User Management](#) | [Resources](#)

[Log Out](#)

### FYI

- To start a new FYI Submission, click the **Start New Submission** button.
- To edit an **In Progress** submission, click the submission alias link in the **Submission Alias** column in the table below.
- To access and edit a **Completed** submission, unlock the submission by clicking the lock icon (🔒) and enter your passphrase originally associated with the selected submission. All additional changes made will be submitted as an amendment. Click the green arrow icon (➡) to download a copy of record for a submission.
- You may delete any **In Progress** submission by clicking the delete icon (✖).
- It may take up to 15 minutes for the Copy of Record to become available. You must refresh this screen for the Copy of Record icon to appear by clicking the Submissions tab above.

Page 1 of 1
Items per page: 25

Submission Alias	Case Number	Status	Modify Date	Submission Date	Copy of Record	Action
<a href="#">Tue Jul 02 13:48:33 EDT 2013</a>		In Progress	07/02/2013			✖
<a href="#">Wed Jul 03 10:22:16 EDT 2013</a>		In Progress	07/03/2013			✖

Export options:  CSV |  Excel |  XML |  PDF

Start New Submission

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## Exhibit 1-4: Mock-Up of Create Passphrase Screen



Logged in as: John Doe, Primary Authorized Official

Log Out

### CREATE PASSPHRASE

Please create a passphrase that is at least 8 characters in length and does not exceed 20 characters. To protect your account, your passphrase should contain a combination of letters and numbers. The passphrase you create may include spaces but should not contain special characters (for example, +, ?, and \*). You can associate the same passphrase with multiple submissions.

New Passphrase   
Confirm New Passphrase


A passphrase can only be created by an Authorized Official for an individual submission. Your passphrase will be used as an encryption key to protect the contents of your data. As an Authorized Official, you are responsible for remembering your passphrase and distributing it to only authorized Supports.

**Note: You will be responsible for remembering the passphrase and distributing it to only authorized Supports for the submission. If you forget the passphrase, you will not be able to access the FYI Submission to print, submit, or make changes.**

Cancel

Next

## Exhibit 1-5: Mock-Up of Technical Contact Information Screen

Logged in as: John Doe, Primary Authorized Official  
Home Submissions User Management Resources Log Out

FYI Submission > Contact Information > Technical Contact Information

Primary Authorized Official

**TECHNICAL CONTACT INFORMATION**

Identify the technical contact who is capable of answering questions related to the chemical(s) submitted to EPA within this submission. Identify if this submission is being submitted on behalf of another company or consortium by selecting the appropriate radio button. If submitting on behalf of is not applicable, select the **N/A** radio button. Click the **Copy CDX Registration** button below to import your CDX registration contact information. The submission alias is an optional field that changes the submission name on the **Submissions Screen**. Its purpose is to make it easier to distinguish between multiple submissions. If an alias is not selected, the field will default to the date and time it was created. The submission alias may be changed at any time.

Submission Alias: Tue Sep 10 11:06:57 EDT 2013





N/A:  
 This is a submission on behalf of a consortium:  
 This is a submission on behalf of another company:

**Copy CDX Registration**

CBI:   
Prefix:   
First Name:   
Middle Initial:   
Last Name:   
Suffix:   
Company Name:   
Phone Number:  Ext:   
(Do not enter any dashes (-) in Phone Number field above.)  
Email Address:   
Mailing Address 1:   
Street address, P.O. box, company name, etc.  
Mailing Address 2:   
Apartment, suite, etc.  
City:   
State:   
Postal Code:   
Country:


**Next**

**Add Chemical**

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## Exhibit 1-6: Mock-Up of Submitting on Behalf of Consortium Screen

Logged in as: John Doe, Primary Authorized OfficialLog Out

[Home](#) | [Submissions](#) | [User Management](#) | [Resources](#)

**FYI Submission** > **Contact Information** > **Submitting on Behalf of Consortium**

**Primary Authorized Official**

- Contact Information**
  - Technical Contact Information
  - Submitting on Behalf of Consortium**
- Chemical Report**
  - Chemical Identification
  - Document Management
  - Remove
- Chemical Report**
  - Chemical Identification
  - Document Management
  - Remove

### SUBMITTING ON BEHALF OF CONSORTIUM

Provide the consortium name and click the **Add** button to enter member contact information.

Consortium Name:

[Expand All](#) | [Collapse All](#)

**CGI FEDERAL (John Doe)** [Edit](#)

[Cancel](#)

CBI:

Prefix:

First Name:

Middle Initial:

Last Name:

Suffix:

Company Name:

Phone Number:  Ext:

(Do not enter any dashes (-) in Phone Number field above.)

Email Address:

Mailing Address 1:

Street address, P.O. box, company name, etc.

Mailing Address 2:

Apartment, suite, etc.

City:

State:

Postal Code:


Country:

Click the **Add** button to add a new consortium member.

[Validate](#) | [Save](#) | [Preview](#) | [Submit](#)

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## Exhibit 1-7: Mock-Up of Submitting on Behalf of Company Screen

Logged in as: John Doe, Primary Authorized OfficialLog Out

Home Submissions User Management Resources

FYI Submission FYI Submission > Contact Information > Submitting on Behalf of Company

Primary Authorized Official

- Contact Information**
  - Technical Contact Information
  - Submitting on Behalf of Company**
- Chemical Report**
  - Chemical Identification
  - Document Management

### SUBMITTING ON BEHALF OF COMPANY

Fill out the fields below for the manufacturing or processing establishment on whose behalf this submission is being made.

CBI:

Prefix:

First Name:

Middle Initial:

Last Name:

Suffix:

Company Name:

Phone Number:  Ext:   
(Do not enter any dashes (-) in Phone Number field above.)

Email Address:

Mailing Address 1:   
Street address, P.O. box, company name, etc.

Mailing Address 2:   
Apartment, suite, etc.

City:

State:

Postal Code:

Country:

Add Chemical  Validate  Save  Preview  Submit

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## Exhibit 1-8: Mock-Up of Chemical Identification Screen – No Mixture (Able to claim chemical as CBI)

**CDX**

Logged in as: John Doe, Primary Authorized Official

Home Submissions User Management Resources Log Out

**FYI Submission**  
Primary Authorized Official

FYI Submission > Chemical Report > Chemical Identification

### CHEMICAL IDENTIFICATION

The chemical alias is an optional field user to help identify each chemical report when there is more than one chemical per submission. The alias will display in the navigation tree to help distinguish between multiple chemical reports.

Chemical Alias:

Is this a submission for a mixture?  Yes  No

Click the button below to search EPA's Substance Registry Services (SRS) for the desired chemical.

**Search SRS**

CBI:

Chemical Identifier: **Accession Number: 11111**

Chemical Name: **Ricinoleic acid homopolymer**

Synonym:

**Previous** **Next**

**Add Chemical** Validate Save Preview Submit

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## Exhibit 1-9: Mock-Up of Chemical Identification – No Mixture (Not able to claim chemical as CBI)

The screenshot displays the GSPP (Global Submission and Reporting Platform) interface. At the top, the user is logged in as "John Doe, Primary Authorized Official". The navigation menu includes "Home", "Submissions", "User Management", and "Resources". The breadcrumb trail shows the current path: "FYI Submission > Chemical Report > Chemical Identification".


The main content area is titled "CHEMICAL IDENTIFICATION". It contains the following text: "The chemical alias is an optional field used to help identify each chemical report when there is more than one chemical per submission. The alias will display in the navigation tree to help distinguish between multiple chemical reports." Below this text is a text input field for "Chemical Alias".

A question is asked: "Is this a submission for a mixture?" with radio button options for "Yes" and "No". The "No" option is selected.

Below the question, there is a button labeled "SRS Search". Underneath, there is a section for "SRS Search" results. It shows "Chemical Identifier: CASRN: 50-00-0" and "Chemical Name: Formaldehyde". There is a text input field for "Synonym:" with a green plus sign icon to its right. At the bottom of this section are "Previous" and "Next" buttons.

At the bottom of the page, there is a dark blue bar with several buttons: "Add Chemical", "Validate" (with a green checkmark icon), "Save" (with a floppy disk icon), "Preview" (with a monitor icon), and "Submit" (with a document icon). Below this bar is a footer with links: "CDX Homepage", "MyCDX Homepage", "EPA Homepage", "Terms and Conditions", "Privacy Notice", and "CDX Helpdesk: (888) 890-1995".

## Exhibit 1-10: Mock-Up of Chemical Identification Screen – Mixture

Logged in as: John Doe, Primary Authorized OfficialLog Out

[Home](#) | [Submissions](#) | [User Management](#) | [Resources](#)

**FYI Submission**  
Primary Authorized Official

[FYI Submission > Chemical Report > Chemical Identification](#)

### CHEMICAL IDENTIFICATION

The chemical alias is an optional field user to help identify each chemical report when there is more than one chemical per submission. The alias will display in the navigation tree to help distinguish between multiple chemical reports.

Chemical Alias:

Is this a submission for a mixture?  Yes  No

Please check this checkbox if the mixture is CBI:

Please provide the mixture, compound, or product name:

[Expand All](#) | [Collapse All](#)

[Cancel](#) ✕

Click the button below to search EPA's Substance Registry Services (SRS) for the desired chemical.

Chemical Identifier:

Chemical Name:

Synonym:  +

Mixture %:

Mixture % CBI:

Click the **Add** button to add a new mixture component.

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## Exhibit 1-11: Mock-Up of the Search Substance Registry (SRS) Search Pop-Up Window

X

### SEARCH SUBSTANCE REGISTRY SERVICES

Enter the specific or partial, currently correct Chemical Abstracts (CA) Index name as listed on the TSCA Inventory **and/or** the exact corresponding Chemical Abstract Services Registry Number (CASRN) for each reportable chemical substance at your site. Click Search and select the appropriate CA Index name/ CASRN combination from EPA's Substance Registry Services (SRS).

**Please search by CASRN or CA Index Name**

1. CASRN:	Matches exactly	<input style="width: 90%;" type="text"/>
2. CA Index Name or Other Synonym:	Matches Exactly ▾	<input style="width: 90%;" type="text"/>

**Search**

**OR**

Enter the specific or partial, currently correct Accession Number as listed on the TSCA Inventory **and/or** the exact or partial corresponding Generic Name for each reportable chemical substance at your site. Click Search and select the appropriate Accession Number/ Generic Name combination from EPA's Substance Registry Services (SRS).


**Please search by Accession Number and/or Generic Name**


1. Accession Number:	Matches Exactly ▾	<input style="width: 90%;" type="text"/>
2. Generic Name:	Matches Exactly ▾	<input style="width: 90%;" type="text"/>

**Search**



## Exhibit 1-12: Mock-Up of the Chemical Not Found in Substance Registry Services Pop-Up Window



 **CSPP**

**CHEMICAL NOT FOUND IN SUBSTANCE REGISTRY SERVICES**

Complete all known chemical substance information in the below fields. Click the 'OK' button when all known chemical substance information has been fulfilled.

If you need to go back to the SRS search screen, please click 'Cancel'.

Chemical ID

Unknown:

Accession Number:

CASRN:

PMN Number:

IUPAC Name:

Chemical Name (descriptor):

**Cancel**      **OK**

## Exhibit 1-13: Mock-Up of Document Management Screen

Logged In as: John Doe, Primary Authorized Official

Home Submissions User Management Resources Log Out

FYI Submission < FYI Submission > Chemical Report > Document Management

**DOCUMENT MANAGEMENT**

Upload the corresponding FYI Submission document(s) by clicking on the **Add Document** button below.

**Add Document**

Report Study Title	Submission Type	Attachment Date	CBI	Action
Test Report	Initial Submission	08/15/2013	Y	

**Previous**

**Add Chemical**

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 [EPA Homepage](#) | 
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 [Privacy Notice](#) | 
 [CDX Helpdesk: \(888\) 890-1995](#)

### Exhibit 1-14: Mock-Up of Document Management Pop-up Window (Display Submission Type)

**CSDPP**

**DOCUMENT MANAGEMENT**

Select the submission type and browse for the document.

**Note:** For security purposes, documents are only saved when there are no validation errors. If there are any validation errors, all documents must be reattached.

Report Study Title:

Submission Type:

- Initial Submission
- Follow-up Submission
- Final Report Submission

CBI:

Document Upload:

Sanitized Document Upload:

Summary/Abstract: Yes:  No:

Effects:

EndPoints:

### Exhibit 1-15: Mock-Up of Document Management Pop-up Window (Display Effects)

**CSPP**

#### DOCUMENT MANAGEMENT

Select the submission type and browse for the document.

**Note:** For security purposes, documents are only saved when there are no validation errors. If there are any validation errors, all documents must be reattached.

Report Study Title:

Submission Type:  ▼

CBI:

Document Upload:  Browse

Sanitized Document Upload:  Browse

Summary/Abstract: Yes:  No:

CBI:

Document Upload:  Browse

Sanitized Document Upload:  Browse

Effects:  ▼

EndPoints:  ▼

- Health Effects
- Environmental Fate
- Ecotoxicity
- Physical Chemical Properties

OK Cancel

## Exhibit 1-16: Mock-Up of Document Management Pop-Up Window (Display Endpoints)

### DOCUMENT MANAGEMENT

Select the submission type and browse for the document.

**Note:** For security purposes, documents are only saved when there are no validation errors. If there are any validation errors, all documents must be reattached.

Report Study Title:

Submission Type:

CBI:

Document Upload:  Browse

Sanitized Document Upload:  Browse

Summary/Abstract: Yes:  No:

CBI:

Document Upload:  Browse

Sanitized Document Upload:  Browse

Effects:

EndPoints

Acute Toxicity: dermal

Acute Toxicity: inhalation

Acute Toxicity: oral

Acute Toxicity: other routes

OK Cancel

*\*\*Note: Please find all the possible drop-down options in Appendix A.*

## 2 Appendix A

The following appendix displays all possible options within each drop-down menu on the 'Document Management' pop-up window.

### First Dropdown:

- Title: Submission Type
- Contains the following values
  - Initial Submission
  - Follow-Up Submission
  - Final Submission

### Second Dropdown

- Title: Summary/Abstract Submission
- Contains the following values
  - Yes
  - No

### Third Dropdown

- Title: Effects
- Contains the following values
  - Health Effect
  - Ecotoxicity
  - Environmental Fate
  - Physical-Chemical Properties

### Fourth Dropdown

- Title: Endpoints
- Contains the following values
  - For Health Effect (shows when Health Effect is selected from third dropdown)
    - Basic Toxic kinetics
    - Dermal Absorption
    - Acute Toxicity: oral
    - Acute Toxicity: inhalation
    - Acute Toxicity: dermal
    - Acute Toxicity: other routes
    - Skin irritation/corrosion
    - Eye irritation
    - Skin sensitization
    - Respiratory sensitization
    - Repeated Dose toxicity: oral
    - Repeated Dose toxicity: inhalation
    - Repeated Dose Toxicity: dermal
    - Repeated Dose Toxicity: other routes
    - Genetic Toxicity in vitro



- Genetic Toxicity in vivo
- Carcinogenicity
- Toxicity to Reproduction
- Developmental Toxicity/teratogenicity
- Toxicity to reproduction: other studies
- Neurotoxicity
- Immunotoxicity
- Specific investigations: other studies
- Health surveillance data
- Epidemiological data
- Direct observations: clinical cases, poisoning incidents and other
- Sensitization data (humans)
- Exposure related observations in humans: other data
- Toxic effects on livestock and pets
- Additional toxicological information
- Other
- For Ecotoxicity (shows when Ecotoxicity is selected from third dropdown)
  - Short-term toxicity to fish
  - Long-term toxicity to fish
  - Short-term toxicity to aquatic invertebrates
  - Long-term toxicity to aquatic invertebrates
  - Toxicity to aquatic algae and cyanobacteria
  - Toxicity to aquatic plants other than algae
  - Toxicity to microorganisms
  - Toxicity to other aquatic organisms
  - Sediment toxicity
  - Toxicity to soil macroorganisms except arthropods
  - Toxicity to terrestrial arthropods
  - Toxicity to terrestrial plants
  - Toxicity to soil microorganisms
  - Toxicity to birds
  - Toxicity to other above-ground organisms
  - Biological effects monitoring
  - Biotransformation and kinetics
  - Additional ecotoxicological information
  - Other
- For Environmental Fate (shows when Environmental Fate is selected from third dropdown)
  - Photo transformation in air
  - Hydrolysis
  - Photo transformation in water
  - Photo transformation in soil
  - Biodegradation in water: screening test
  - Biodegradation in water and sediment: simulation tests

- Biodegradation in soil
- Mode of degradation in actual use
- Bioaccumulation: aquatic/sediment
- Bioaccumulation: terrestrial
- Adsorption/desorption
- Henry's Law constant
- Distribution Modeling
- Other Distribution Data
- Monitoring Data
- Field Studies
- Additional Information on Environmental Fate and Behavior
- Other
- For Physical-Chemical Properties (shows when Physical-Chemical Properties is selected from third dropdown)
  - Appearance/Physical
  - Melting Point
  - Boiling Point
  - Density
  - Particle size distribution
  - Vapor Pressure
  - Partition Coefficient
  - Water Solubility
  - Solubility in Organic Solvent
  - Surface Tension
  - Flash Point
  - Auto Flammability
  - Flammability
  - Explosiveness
  - Oxidizing Properties
  - Oxidation Reduction Potential
  - Stability in organic solvents and identity of relevant degradation products
  - Storage stability and reactivity towards container material
  - Stability: thermal, sunlight, metals
  - pH
  - Dissociation constant
  - Viscosity
  - Additional physic-chemical information
  - Other