Forum/14/M/2013 – Public
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Minutes of the
14th meeting of the Forum for Exchange of Information on Enforcement
Helsinki
19-21 March 2013

Contents		

I. Summary Record of the Proceedings

Item 1 – Welcome and Introduction

1.1 Opening by the Chair of the Forum

The CHAIR welcomed the participants and the new member of the ECHA Forum Secretariat. She opened the meeting by informing the Forum members about the presences and absences. She announced the apologies from IS, LU, CY and LI. EL Forum member was appointed proxy for CY in this meeting.

The CHAIR highlighted the changes to the format of the agenda aiming to improve the efficiency of the meeting. To assess the efficiency of Forum meetings, a survey would be distributed on the last day.

The CHAIR informed that the quorum requirement was met. The participants were informed that the meeting was being recorded solely for the purpose of writing the minutes and that this recording would be destroyed after the adoption of the minutes.

1.2 Adoption of the agenda and declarations of conflict of interest with regard to agenda points

The ECHA Forum Secretariat indicated the changes in the Agenda and it was adopted with its changes (Annex IV).

The CHAIR requested all participants to declare any potential conflicts of interest to any of the agenda items, according to Article 9(2) of the Rules of procedure. No conflict of interest was declared in the meeting.

In addition, the Forum members were requested to sign the yearly declaration of interest according to Article 9(1) Rules of procedure. All participants, including alternates and invited experts, were requested to reassess their situation regarding potential conflicts of interest with the ECHA Forum secretariat. Based on the screening of the annual declarations of interest by the ECHA Forum Secretariat in accordance with Article 9 (1), the CHAIR confirmed that no further conflicts were observed.

1.3 State of play with action points from Forum-13

The ECHA Forum Secretariat informed the Forum that all the follow-up actions regarding the adopted conclusions and action points from Forum-13 were done and/or taken into account for further actions. To ensure an efficient follow-up of the open actions, they would be added to the action points from Forum-14. COM informed that it has sent the relevant information regarding IMPEL (AP 10.3).

1.4 Practicalities and brief recapitulation of results of the written procedures between F-13 and F-14

The ECHA Forum Secretariat informed the Forum on the house rules and presented the results of the two written procedures between Forum-13 and Forum-14:

1) Adoption of the document final Forum advice on the enforceability of the proposed restriction on “1,4 - Dichlorobenzene”: In favor: 16; Against: 0.
2) Adoption of minutes of Forum-13:In favor: 7; Against: 0.

Item 2 – Address by the Executive Director of ECHA

ECHA's Executive Director highlighted the positive appraisal of the Forum by the REACH review. In order to strengthen the enforcement, he encouraged the Forum members to liaise with the Commission and the ECHA Forum Secretariat to identify performance indicators.

The preparation for the next Forum's Multi-Annual Work Programme 2014-2016 could provide a good opportunity to address new initiatives that would be presented to the Management Board (MB).

He requested the support of the NEAs with regard to the agency's strategic approach towards maximising the availability of high quality data.

NEAs are also key actors for the harmonised enforcement of the risk management measures that would be adopted, in higher numbers, for chemicals of concern.

He addressed the practical application of the Interlinks, with the follow-up of the dossier evaluation as the first step in enforcement of regulatory decisions. He predicted an intensification of these actions in the course of this year, as was pointed out in ECHA's Evaluation Report 2012. He suggested expanding this concept for all the relevant areas for enforcement.

RIPE's overall level of satisfaction was high. A number of improvements have been suggested by inspectors and are already identified for further development of the tool. ECHA would consider further training for RIPE's single points of contact for better promotion at national level.

Item 3 – Enforcement of regulatory decisions

The CHAIR introduced the new agenda item created to highlight the importance of enforcement issues that was reflected in the REACH review.

The CHAIR invited the Forum members to assess which were the priority areas, related to Interlinks that should be addressed under this new item for the next Forum meeting.

Some Forum members welcomed it as a regular agenda item.

3.1 Dossier Evaluation Process: Status of the SONC

ECHA presented the status of the Statement of Non-Compliances (SONCs) that were sent to the Member States. For 2013, it was estimated that 30-50 cases would require SONCs. It was highlighted that feedback to ECHA from the NEAs and MSCAs was important in regards to when the update of the dossier could be expected.

A table was created to incorporate the fields suggested by the Forum members and the participants of the Workshop on Interlinks (09 October 2012).

ECHA's Progress Report 2012-Evaluation under REACH (Article 54 report) was published on ECHA's website on 27 February 2013[1]. The press demonstrated interest and it was expected to initiate an increase of access to documents' requests, under Regulation (EC) No 1049/2001. ECHA raised the question whether this would have an impact on the Member States and how detailed the information should be presented. The CHAIR added that the confidential information would remain confidential.

[1] http://echa.europa.eu/documents/10162/13628/evaluation_report_2012_en.pdf

ECHA informed that the revocations were concerned an exposed application of Article 20 REACH, i.e., the completeness check in the context of the SME verification. The revocation was part of the decision and it included an explanation of the legal basis to arrive to that conclusion. NEAs were invited to consult those cases and analyse how it was reasoned by ECHA.

It was clarified that the SONC letters were regarding both Testing Proposal Evaluation (TPE) and Compliance checks (CCH).

A Forum member stated that ECHA's documents contained inconsistencies that should be addressed in advance (e.g. Interlinks inventory, SONCs strategy). The ECHA Forum Secretariat informed that the Focal Point document would be updated, in order to better align the processes.

3.2 Nanomaterial: Article 36 decisions

The ECHA Forum Secretariat presented this item informing the Forum that Article 36 decisions were sent in 2012, targeting two substances known to concern nano-forms: Synthetic Amorphous Silica (SAS) and carbon black.

ECHA requested the Forum's support and to initiate enforcement action on those registrants that did not provide any response to the Article 36 decision requesting to provide details for particle size distribution and surface treatment. For those that provided an answer, ECHA was still evaluating their replies. Further enforcement actions could be needed but the number of potential enforcement cases could not be estimated.

A concern was shared that this field of expertise was complex and information on the cases should be sent to the NEAs in advance so they could prepare for the inspection. In that regard, all the communication exchanges with the registrant should include the NEAs.

It was suggested by a Forum member to use Decision Support Documents (DSD) similar to the one used in the Pilot project on intermediates as well as to consider initiating a new pilot project on Nano-materials.

ECHA agreed that this was a complex area that was still progressing and that sharing the knowledge with the NEAs would be fruitful in order to improve the process. Experts from the Member States were consulted after Forum-14 on the development of the letter's template.

Some Forum members informed that some countries have their own national registration data base for articles containing Nano-materials.

3.3 Data Sharing: single registration and joint submission

This agenda point was deleted.

3.4 Interlinks: Statistical information on communication between ECHA and MS Focal Points via RIPE

The ECHA Forum Secretariat presented the statistics on the communication process between ECHA and the NEAs.

A Forum member stated that she/he was not aware that a reply was expected from NEAs. It was suggested to include an automatic response mechanism in RIPE.

Information regarding revocation of registration numbers was sent only via RIPE to the NEAs. The ECHA Forum Secretariat would confirm if any other path of communication was used. In light of the development of RIPE, this information would be automatically available in the dossier, retrievable from RIPE, hence it would not be necessary to actively send it.

The ECHA Forum Secretariat clarified that the SONCs were only sent to the Member States via the Focal Point (RIPE) and that included the TPE and CCH.

The response time was analysed since it might be useful for ECHA to know when the dossiers regarding the SONCs were expected to be updated.

3.5 Questionnaire on MS activities on substances in articles requirements

ECHA informed that a survey on substances in articles requirements was sent to National Helpdesks REACH correspondents, Risk Management Experts (RiME) meeting participants and Forum members in February 2013. The analysis of the results had just started and would be shared with the Forum when completed.

Some Forum members mentioned that they should have been informed beforehand of such a survey. Better information on the scope and purpose of the survey would have been appreciated.

Since it had a very broad audience, the survey lacked clarity on a number of questions. The gathering of the information was a challenge to NEAs due to different data bases and tools used by inspectors. It was suggested to involve a Forum member in the development of such a survey.

ECHA replied that consultation with NEAs was difficult to coordinate this time since already a number of contributions were taken on board (helpdesk, RIPE coordinators) but in the future the Forum would be consulted. The use of other more user-friendly IT tools could be considered.

Item 4 – Forum's enforcement activities- Work Packages

4.1 Electronic Information Exchange System – EIES

4.1.1 Testing and assessment of ICSMS

The Chair of WG EIES presented the results of the assessment of the ICSMS (internet-supported information and communication system for the European market surveillance) that the WG conducted. At the moment, ICSMS was found not sufficiently compliant with the criteria set by the WG. However, the margin of difference was small and the WG deemed that acceptance was possible provided that COM implements the changes as requested by the WG. The list of requests was specified on general level and the WG requested the Forum for its approval.

The WG Chair outlined future work for the WG where COM needed to examine these requests. It was proposed that the WG would liaise with COM, providing further information on the requests so that COM can deliver a proposal for implementing the WG requests. Depending on the scope and timelines foreseen in the COM's proposal, the WG would make a final recommendation to the Forum on the acceptance of ICSMS by Forum-16.

The Forum adopted the proposed list of change requests to ICSMS.

Some Forum members suggested that RIPE to be also subjected to a similar assessment and expressed concern whether the inspectors would actually use ICSMS, given that RIPE uptake was slow. The ECHA Forum Secretariat explained that RIPE was subjected to an assessment against WG EIES requirements in 2012 when ECHA made a desk evaluation of the different options for EIES. The result of ECHA's evaluation was that RIPE, in its present form, would offer the core features of EIES. This could be implemented at low cost. Overall it would deliver fewer features of EIES than ICSMS would. This has prompted the Forum and WG EIES to further assess ICSMS.

Other Forum members stressed that ICSMS is a system that inspectors must use under the AMS Regulation. Information exchange between inspectors should be done using one system only. A mixed use of RIPE and ICSMS was also considered for horizontal communication. However ECHA highlighted that having criteria when to use RIPE and when to use ICSMS would bring unnecessary complexity to the inspectors.

4.1.2 Mandate amendment

The Forum reviewed the WG mandate and kept the focus on ICSMS. A new expert was appointed.

A new action on the WG to review the scope of data to be exchanged in EIES in context of horizontal interlinks was added.

4.2 Implementation of RIPE (B.3)

4.2.1 RIPE progress report

The Forum took note of the activities of the WG RIPE since the last plenary.

The ECHA Forum Secretariat presented the progress of the RIPE project in ECHA since November 2012, highlighting the recent release of version 1.8 and the plans for version 1.9, where ECHA was considering whether to remove or partially remove the limitation on access to data based on Member States. The presentation of the overview of the results of the 2012 RIPE satisfaction survey highlighted ECHA concerns about the low usage levels.

The Forum welcomed the potential removal of Member States limitation. One Forum member stressed that it might be too early to draw conclusions regarding the usage levels.

Another member also stressed that Key Performance Indicators (KPI) should be applied with care and requested further explanation of the benchmarks established on the basis of the survey. ECHA explained that the usage level benchmarks were an expected long term number of RIPE users from Member States and an expected average number of visits to RIPE per month per inspector. Both benchmarks would be compared to actual values taken from RIPE (users) or ECHA's tools for collecting web statistics (average visits per month).

The Forum also pointed to the difference in satisfaction levels between inspectors and RIPE Administrators. ECHA stressed that it deemed inspectors' satisfaction level very important and would take actions to raise it.

Another member welcomed further trainings for end user Single Points of Contact (SPOCs) and suggested collection of feedback from the SPOCs for preparation of practical examples of the use of RIPE.

4.2.2 Mandate amendment

The Forum reviewed and adopted the mandate of WG "Implementation of RIPE" authorising the WG to contribute to the preparation and delivery of training for SPOCs and Administrators.

4.3 Training for enforcement trainers 2013 (B.6)

4.3.1 Topics for the Training

The chair of this WG presented the proposals for training topics for the next train-the-trainers event. ECHA's experts were considered to cooperate in this event. 19-20 November 2013 were set as provisional dates for this event.

It was highlighted that the training should not repeat information already available in guidance documents but instead should focus on the experience gained, for example, with the pilot or REF projects.

It was suggested to have SME's challenges and occupational safety and health-inspections as topics. ECHA Forum Secretariat stressed the willingness of the WG CHEMEX of the SLIC network to cooperate with the training by offering practical cases.

The CHAIR invited the Forum members to identify experts and presenters as well as areas to be addressed in the training.

4.3.2 Mandate amendment/confirmation

An additional expert was appointed and a line contemplating the possibility of the participation of SLIC-CHEMEX was added. The mandate was adopted.

4.4 Preparation of Forum Work Programme 2014-2016 and review of best practice documents (A.1)

4.4.1 Progress report/Activity plan

The Chair of this WG informed the Forum regarding the outline and structure of the MAWP. Activity D, which included input to ECHA's Multi Annual Work Programme (MAWP) 2014-2018 and the annual Work Programme was not yet tackled since the WG was still awaiting a contribution to this Activity from ECHA/Forum-Secretariat.

The Annexes of the MAWP were to be updated yearly. It was suggested to align Forum's and ECHA's MAWP by increasing the Forum's MAWP duration to five years. Compared with the previous version, the structure of the Work Programme was planned to be completely revised. It would include a main body with fairly abstract outlines of Forum Activities (formerly "Work Packages") and an Annex, which contained detailed descriptions of each Activity. The best practice documents "Minimum Criteria" and "Strategies for enforcement", were also currently under revision by the WG. Both documents would include references to the new tasks of the Forum under the PIC Regulation.

ECHA's Director of Cooperation expressed ECHA's preference on having Forum's MAWP with the duration of three years since Forum did not have an annual WP where the detailed information could be expressed, like ECHA did. However, the Forum Work Programme was supposed to be revised at least once per year in plenary meetings.

4.4.2 Mandate amendment/confirmation

The WG's mandate was adopted with no changes.

4.5 Pilot project on Intermediates

4.5.1 Interim report

The Forum member leading the pilot project informed the Forum that the few open cases were being processed. Issues such as language and communication between ECHA and NEAs, access to information for the inspectors, reporting obligations and reporting tools, were still open and required further discussion with and within ECHA. A web conference, on 08 April 2013, was scheduled to address those open issues. A final draft report would be presented at Forum-15.

4.5.2 Follow-up on the intermediates cases

ECHA's Risk Management representative presented the update on the intermediates cases from the Pilot project and other activities that ECHA undertook regarding intermediates. He highlighted that there were various areas where cooperation with the NEAs was crucial. Some cases where some information was still required were kept on-hold. The final report of the Pilot project was anticipated.

He presented to the Forum the challenges ECHA was facing on the intermediate verification, the lessons learnt from the Pilot project and the way forward.

A Forum member enquired about the channel of communication used to send the decisions to NEAs. ECHA replied that the communication channels used were the same ones as for the Pilot project and that the MS Focal Point would be informed via RIPE. MSCAs would generally be informed via REACH-IT.

A Forum member suggested that ECHA should consult the Pilot project members when further improving the template of the Decision Support Document. ECHA considered this suggestion and added that the improvement would mainly focus on further clarification of the questions to be posed to the registrants.

4.5.3 Status of automated screening of intermediates dossier

ECHA's computational assessment unit's representative informed the Forum on the automated screening exercise towards intermediates, in order to get a grasp of the number of potential non-compliant dossiers. After an initial screening in September 2012 letters requesting registrants to provide additional information were sent out. Despite a reminder to provide such information, there were still registrants that didn't reply to ECHA's request or that did not read the REACH-IT notification. This situation amounted to 298 registrants. ECHA would send to those registrants an Article 36 letter and highlighted the need for cooperation of the NEAs to initiate enforcement activities towards the non-compliant companies, in due time.

The CHAIR noted that a new plug-in for the technical completeness check tool (dossier quality assistant plug-in) was implemented. This tool could be useful for companies to facilitate compliance of their dossier. In this respect, it might become more visible for them if the use descriptors fitted or not in the intermediate use. Although not obligatory, industry was advised to install it.

It was suggested that SME may have some difficulties in replying to ECHA's questions since they did not have the resources to follow up on the messages received via REACH-IT regularly. Consequently, SME are not always aware of the notification. The NEAs and national helpdesk could help those companies by alerting or even help them with translations, if needed.

ECHA should first further clarify the reasons for registrants not responding to such requests before asking NEAs to engage in enforcement actions. After that, the NEAs could then, where appropriate, prioritise the cases and enforce. ECHA agreed to this approach.

It was suggested to send this information via an e-mail outside REACH-IT. ECHA clarified that REACH-IT had the functionality to send an email whenever a notification was received. Some users ignored it or even switched it off. ECHA added that in January 2013, emails outside REACH-IT, to the contact points were sent, alerting them that there was a notification to be read in REACH-IT.

The lists of companies per Member State as well as copies of the letters sent by ECHA were welcomed by the Forum.

ECHA explained that the mass screenings of dossiers was a new exercise in its trial phase. With that, ECHA expects to gain experience on how to handle large number of cases, in order to improve its approach. Concurrently, ECHA was developing tools, guidance and information to help registrants with the registration of intermediates dossiers. The letters sent to the registrants were tailored to the particular dossier and included also advice on the possible actions to be taken by the registrant.

4.6 REACH-EN-FORCE-2 project: Obligations of Downstream Users - formulators of mixtures (A.1)

4.6.1 Final results and draft project report

The chair of the WG presented the final results present in the first draft of the final report of this project. Statistical information on the inspections were highlighted and grouped in different sections. The conclusions of the WG were presented and the first draft of the final report was endorsed. The final report was expected to be adopted in the next Forum meeting.

WG chair clarified that the cases where no legal action was initiated were under investigation and the justifications would be incorporated in the final report.

4.6.2 Revision of the mandate

The composition of the WG was updated and the mandate was adopted.

4.7 Preparation of coordinated enforcement project REACH-EN-FORCE-3 (A1)

4.7.1 WG progress report

The Forum took note of the activities of the WG REF-3 since the last plenary.

The Operational phase of the project started as scheduled on 1 February 2013 and would run until 31 August 2013.

4.7.2 Mandate amendment

The mandate was adopted without any changes. The question regarding participation of LT and MT experts in this WG would be cleared by the ECHA Forum Secretariat.

4.8 Pilot Project on PPORDs and ORs

4.8.1 Pilot Project report

The Forum member leading the project informed the Forum on the progress of this project. In total, 33 inspections were carried out but the analysis of the reports were not conclusive since the only interlink detected was the retrieval from RIPE. The operational phase would end on 31st March 2013.

It was agreed to close the project, finalise the report now and re-evaluate it at a later stage. It was added that ORs could be covered in the REF-3 project and there could be an opportunity to analyse the interlinks that were used.

ECHA informed that a project on PPORDs with some MSCAs was also in course but no results were expected in the near future. A mass screening was done in December 2012 and circa 1000 PPORDs dossiers were targeted. ECHA had received the first wave of requests for an extension of the PPORD exemption. ECHA's pilot project would need to include this new step and therefore consult

with MSCAs to grant that request (deadline 01 June 2013). At that time, decisions would be made and the industry has the opportunity to appeal.

It was agreed that the Forum's project and the one developed by ECHA might be complementary to each other and that ECHA might bring this issue to the Forum when more development on its project occurs.

4.9 Horizontal methodology for a harmonised elaboration, management, reporting and evaluation of Forum coordinated enforcement projects (A.1, B.1 and B.5)

4.9.1 WG progress report

The Chair of the WG presented the progress made and the draft methodology to prioritise and manage harmonised enforcement projects coordinated by the Forum.

The draft methodology sought to standardise all parts of the process as well as the documentation and formats used in the process. The draft methodology provided recommendations such as a rolling timetable to ensure a REF project would be operational each year, setting up of a prioritisation WG to ensure consistent decisions on scope and a different REF WG responsible for such a project from the initial agreement until the final publication. The pilot projects would be excluded from the recommendations. The document should be regarded as a living document to be updated on a regular basis.

It was proposed not to overburden the national coordinators with responsibilities within the management of REF projects and to select relevant key performance indicators to evaluate the success of the project. A suggestion was made to propose performance indicators relevant for enforcement authorities in the Member States. Another suggestion was to divide performance indicators to assess the results and the effects of Forum's work. The WG Chair agreed that development of relevant indicators will require further work within the WG.

The role of the stakeholder organisations in the process of project selection enabling them to provide proposals for enforcement project was well received.

About the role of the WG prioritisation, it was clarified that this WG will be specialised in prioritising proposals for enforcement projects and to propose enforcement projects to the Forum. The idea was to launch the procedure for submission of project proposals in the first meeting of the year, ensuring that the selection of the project was decided at the third meeting of the year. Once a project was selected, a new WG would be mandated to manage the REF project and would be in charge to prepare the project manual and to oversee the preparatory, operational, evaluation and reporting phases of the project. In general, the Forum members agreed that the methodology ensured proper planning of activities.

The Chair of the WG clarified that it might be needed to apply a transitional period until this procedure was fully operational to ensure that enforcement coordinated activities would be carried out in 2014. The Chair of the WG REF-3 suggested the continuity of REF-3 project in case there was no project ready to be launched in 2014.

It was proposed to include PIC within the scope of the WG preparing the Forum MAWP for the following years. ECHA and the Forum members would need to provide further clarification regarding the integration of PIC within the work of the Forum and how the Designated National Authorities with competences under PIC should interact with the Forum. Eventually, the Forum supported by the

Secretariat would need to revise the Rules of Procedure to ensure proper coverage of the PIC Regulation.

4.9.2 Mandate amendment

The mandate of the WG was amended to update its composition.

4.10 Enforceability of restrictions (B.12)

4.10.1 WG progress report

The Chair of the WG presented the outcomes of the WG during the period Forum-13 – Forum-14.

The WG delivered to the Forum the final advice regarding the restriction proposal on 1,4-DCB, which was adopted by the Forum. The Chair of the WG highlighted persisting flaws with Annex XV dossiers regarding the scope, wording, timing for the entry into force and availability of standardised methods for sampling, preparation and analysis.

In the ensuing discussions, solutions to improve the quality of Annex XV dossiers were analysed and a proposal was made to include enforceability aspects in future trainings organised by ECHA for the competent authorities in charge of the preparation of Annex XV proposals for restrictions. In the meantime, the Forum agreed to deliver to COM the document GDAERF (Guide for Developing Forum Advice on Enforceability of Restrictions) to raise awareness amongst Competent authorities about enforceability aspects addressed by the Forum in its advices. The COM committed to include this issue in the next CARACAL meeting (November 2013).

The ECHA Forum Secretariat clarified that in the case of the proposal regarding 1,4-DCB, the Forum advice had been taken into account during the opinion forming process to include a limit value for 1,4-DCB in the conditions of the restriction. Besides that, the dossier submitter provided information about analytical methods potentially suitable for the verification of the conditions of the restriction. The Forum assessment concluded that these methods do not seem to be fit for this restriction.

In addition, the WG elaborated the terms of reference on the further work on analytical methods presented to the Forum for adoption. The terms of reference describe the work of the WG and provide timeframes to elaborate a methodology to recommend analytical methods for the enforcement of Annex XVII restrictions. The terms of reference include the elaboration of a discussion paper with the stakeholder organisations.

The Forum adopted the terms of reference and the Chair of the WG was urged to elaborate the methodology, if possible, in a shorter period.

4.10.2 Project "Friendlier reading of Annex XVII"

ECHA presented its initiative to identify and clarify, when possible, issues of terminology related to Annex XVII of REACH facilitating the interpretation of existing entries and the preparation of future restriction proposals.

It was clarified that the intention was to facilitate the understanding of the restrictions and not to change the scope of the restrictions. The clarification should be carefully handled. ECHA would work on the interpretation of the wording of any Annex entry and COM would provide direction if there was a legal debate. Issues regarding the translations of the legislation resulting on different interpretations were highlighted as well.

The Forum welcomed the initiative and committed to contribute to the identification of issues of terminology and agreed to involve the working group on enforceability of restrictions to streamline the input from the Forum members.

4.10.3 Mandate amendment

The mandate of the WG was amended to include additional experts in the field of analytical methods and to expand the general objective of the WG to cover the facilitation of the enforceability of restrictions.

The Forum acknowledged the completion of the mandate given to the WG to prepare the terms of reference on the further work on analytical methods and this was removed from the mandate.

Item 6 – Transparency and code of conduct on Forum's activities

6.1 Transparency: One of ECHA's values

ECHA's Director of Cooperation informed the Forum on ECHA's transparency value as part of ECHA's mission.

The Forum was invited to prepare its internal system for the classification of its documents.

6.2 Rules for classification FORUM's documents

The CHAIR informed the Forum that a document was under development in order to create a classification system for Forum's documents. After Forum-12, the CHAIR compiled the information provided by the Forum members to develop a kind of "publication strategy". The ECHA Forum Secretariat and the CHAIR further developed this information, taking due account of the rules that are currently applied by the secretariats of ECHA's Committees.

A proposal for the criteria to classify Forum's documents (already aligned with the Rules of Procedures and with the Access to Documents regulation) was still under preparation and would be shared with the Forum in the next Forum meeting.

A Forum member requested that the Forum would be consulted on the elaboration of this document.

ECHA Forum Secretariat and ECHA's Director of Cooperation clarified that classification of documents was a practice that applies throughout all European agencies. In that regard ECHA and its bodies were no exception.

6.3 Code of conduct: General Principles and guidance for members of the Forum

A draft document of the general principles and guidance for Forum members was presented by ECHA Forum Secretariat. It was explained that such document was also put in place in ECHA's Committees and it was being developed together with ECHA's Executive Office.

This action was triggered by the recommendations given to ECHA by the European Court of Auditors: it was necessary for ECHA's bodies to take actions to improve the management of conflicts of interest.

A Forum member requested more clarity on some terms used in the draft.

It was agreed that a guidance document for the Forum's CHAIR on the measures to apply in case of a conflict of interest should be developed.

The draft document was adopted after revision in accordance with the Forum's suggestions.

Item 7 – Update on relevant developments presented by the Commission

7.1 Recommendations and findings on enforcement in the REACH Review report: Exchange of views

The representative of DG ENTR presented the conclusions of the REACH review. He shared the recommendations from the COM towards improving the effectiveness, efficiency, coherence and proportionality, the later in particular towards small and medium enterprises (SME).

The COM presented a compilation of the messages related to enforcement that were stated in the REACH review and suggesting some potential actions for the Forum to incorporate in its work.

In order to monitor and measure the implementation and enforcement of REACH, the Forum was informed that COM was having a call for tender for a contract to elaborate key performance indicators (KPI) that could be useful for COM, Forum, ECHA and the Member States.

Some Forum members raised concerned with the choice of the KPIs and that the Forum should be consulted in this process. COM proposed a timeline for the project including the Forum's collaboration in the next meeting.

COM informed that the template for the Member States report in 2015 would be improved. Some terminology would also be clarified in order to make the reports more consistent.

7.2 State of play regarding the Biocidal Products Regulation (CLP and BPR)

DG ENV representative presented the interplay between CLP and BPR, which was also brought for discussion to the CARACAL meeting. He highlighted the question raised by some authorities regarding the competiveness of different legislation.

The CLP mixtures (i.e. the majority of biocidal products) have to be labelled:

- Before 1 June 2015, in accordance with either the Dangerous Preparations Directive (DPD) or the CLP Regulation.
- After 1 June 2015, in accordance with the CLP Regulation alone.

He informed the Forum on the COM's position regarding CLP vs. DPD before 1 June 2015, authorisation vs. harmonised C&L process and the draft Regulation on changes of biocidal products.

COM confirmed that the task of enforcing the BPR was assigned to the competent authorities.

The CHAIR brought it to the Forum's attention that DG ENV has launched an online public consultation on the revision of the EU legal framework on environmental inspections. The Forum was invited to provide comments. It was requested clarification on the scope since it was mentioned that it would excluded enforcement authorities dealing with the use of chemicals. DG ENV clarified that chemical legislation could possibly be covered by this initiative but it would depend on the comments received. The idea was to find additional measures to complement what was already in place.

7.3 Other relevant developments (e.g. Market Surveillance Legislation)

The representative of DG ENTR presented relevant news and coming legislative changes.

He informed that Enterprise Policy group (EPG) changed its designation to Enterprise SME Policy group (ESPG) in order to address the SME situation. The Forum was notified on the dates of that meeting and on the CARACAL's meeting as well as the topics discussed.

The COM committed to include in the candidate list all relevant and known SVHC by 2020 and for that purpose a roadmap was prepared. COM would discuss on the substance and conclude the best way for it to be handled (e.g. candidate list, restrictions, other legislations). This process was called Risk Management Options (RMOs). It was envisaged that COM handles around 60 RMOs per year.

The revision of the Market Surveillance legislation and General Product Safety Directive was still on-going. It also included some sector-specific harmonisation legislation with the aim to have under the same regulation all the market surveillance rules. It was expect to take force on 2015.

A summary on the Workshop of Substances under REACH and other legislation that took place on 4th Dec 2012 was presented. Some substances that were regulated under different regulations were discussed. That was recognized by COM and concluded that coordination was need, between the policy makers and between enforcement authorities. Another similar Workshop was expected by the end of 2013.

COM informed that the 2nd regulatory review on nano-materials was finalised, where the definition was assessed and the difficulties of its implementation.

The Forum was informed about the fruitful collaboration with TAXUD and reported that CLP and PIC would also be included in this collaboration.

COM invited the Forum members to provide experience on implementation of restrictions in TARIC at national level.

Item 8 – Update on the PIC regulation

8.1 Updates by the European Commission on PIC

DG ENV representative presented the new PIC regulation, the procedures to take place and the Forum's role on its implementation.

Some Forum members shared the practical situation where the NEA was involved also in the control of export/import together with customs authorities.

When questioned to clarify the tasks of the Forum on implementing PIC, DG ENV representative informed that the legal text was open to let the enforcement authorities act as they see fit. It was up to the Forum to decide on coordination of harmonisation of enforcement actions.

COM reiterated that TAXUD and DG ENV were collaborating on PIC. COM would be interested to have the Forum's recommendation for the preparation of the report template.

8.2 Information on the priorities for the implementation of PIC regulation

ECHA Forum Secretariat informed the Forum on the priorities for the implementation of PIC that were collected as an action point from Forum-13.

One priority that stood out was to include the task to coordinate the authorities responsible for the enforcement of the PIC regulation into the MAWP, which was already addressed by the WG.

No priority list was possible to draft for this meeting. Further discussion on the role of Forum under PIC would be done in the next plenary meeting and the MAWP should be updated accordingly by the WG.

It was suggested to have the Designated National Authorities (DNA) participating in one of the future Forum's meetings, as invited experts or advisers. ECHA advised the Forum members to liaise beforehand in their home country.

Item 9 – Relevant developments within ECHA

9.1 Cross-Stakeholder Roadmap on improving clarity and accuracy in the CSA

ECHA presented the Roadmap towards good quality information on the safe use of chemicals in the REACH chemical safety report and the extended safety data sheet.

Five key challenges were identified by the coordination group and the roadmap was prepared to address those issues. It includes 20 individual actions proposals grouped in 5 areas for action. He presented to the Forum the actions on which the NEAs have a potential to contribute.

The Forum was invited to comment on the roadmap as well as to contribute to the actions.

ECHA was looking forward to receive information on the results of REF-2 project.

A Forum member stated that NEAs do not have much experience with extended SDS. It was suggested to have a topic for training on extended SDS and ECHA experts were invited to help disseminate the information on the content of a correct extended SDS.

9.2 CSR format generated by CHESAR – ECHA explains what have been done

ECHA informed the Forum on the chemical safety report format generated by CHESAR. The latest was ECHA's tool for chemical safety assessment and reporting.

He recalled the format according to Annex 1 REACH (point 7 CSR format) and highlighted Part B, chapters 9 (Exposure scenarios) and 10 (Risk characterisation). After consulting with industry, the CSR generated by CHESAR implemented point 7 of Annex I REACH in a slightly different way: by including the risk characterisation per exposure scenario directly into chapter 9. With this action, it promotes the readability and reduces repetition. Chapter 10 referred only to the risk characterisation related to the combined exposure.

9.3 Updates on ECHA Guidance documents

ECHA informed the Forum on guidance documents that involves consultation of the Forum:

- Guidance on the application the CLP criteria, updated according to the 2nd and 4th Adaptation to Technical Progress (ATP);
- Revision of Guidance for downstream users;
- Update of Guidance on the compilation of SDS;
- Obsoleting of Part G: Extending the SDS.

The consultation in which the Forum was not directly involved could be followed on ECHA's website, under the "Support" section by clicking on the link "Guidance on REACH and CLP implementation" under the "Guidance" heading.
The consultation round would take place during the summer period and that would be taken in consideration when defining the deadlines for comments.

The *moratorium* period was still running (from 1 December 2012 until 31 May 2013) hence no publications would take place until then.

Item 10 – Update on cooperation with other enforcement networks

10.1 IMPEL project proposal on the link between Directive on Industrial Emissions (IED) and REACH (update)

In Forum-13, the ECHA Forum Secretariat invited the Forum members to submit their comments and considerations regarding their participation in the IMPEL project. The Forum members supported participation.

The ECHA Forum Secretariat asked IMPEL to clarify whether the Forum member participating in the project could be reimbursed. The Terms of Reference (ToR) had been amended to allow for involvement and reimbursement of a Forum member in this project. The Forum would be informed on the outcome once a final decision had been taken.

The BG Forum member expressed interest in participating in this project and the Forum raised no objections.

10.2 SLIC meeting summary report

ECHA Forum Secretariat informed the Forum that a report on the last SLIC meeting (26 February 2013) was submitted by Karen Clayton. The slides regarding "Guidance for enforcements" were added to the report for the information of the Forum.

The Subgroup of CHEMEX will continue working on a guidance document regarding the requirement of REACH and OSH with specificities on background and key information being drawn on inspections. A final draft is expected at the end of August.

The SLIC-CHEMEX expressed interest on ICSMS since their Work stream was on hold while they were awaiting the outcome of the Forum's work on this matter.

The SLIC meeting participants discussed the possibility to have access the Forum's MoC. It was recommended to liaise with the national Focal point. The wish was reiterated to continue the cooperation with the Forum regarding an additional joint train-the-trainers event in 2013. The results of REF-2 were highly appreciated since it would fit into their Work stream 5 project. It was mentioned that the knowledge on Exposure Scenarios had to be increased and could be achieved via training for labour inspectors.

Item 12 – Practical issues for enforcement of REACH and CLP

12.1 Items raised by Forum/COM (left-overs)

Issues 1, 5, 6, 7 and 8 were not discussed since they were under preparation for inclusion in the Manual of Conclusion (MoC). The draft conclusions were prepared by the issue submitter and they were circulated for comments. The conclusion would be added to the MoC draft followed by consultation and written procedure. The wording of the conclusions presented might differ slightly from the one that would be present in the final consultation round.

Issue 2: Substances in Articles: when a supplier receives an article but no information on SVHC, does he have a duty to actively check upstream?

Adding to the conclusion already agreed on by the Forum, COM submitted its position regarding Article 33 REACH. On that, some Forum members enquired about the need to provide a deadline of 45 days since it was a duty for the suppliers to go up the supply chain. On the other hand, if there was not any substance of very high concern (SVHC) present there would be no obligation to reply according to above mentioned REACH article.

On the Guidance development, the 45 days deadline was granted to the companies for cases of complex supply chains, although it was acknowledged that was even a short period for that.

COM agreed that more investigation on the subject might be necessary.

Issue 3: Digitalisation, distribution of SDSs

The NL Forum member presented results of the Dutch project to digitalize the distribution of SDSs. It was developed in 2012 by the Dutch ministries together with industry, namely using the paint industry for a practical test.

The paint distributer sends information of its distribution chain to a website and the IT-tool automatically distributes the SDS to the buyers. In the same way, when an update of an SDS occurs, it was automatically sent to the relevant actors.

The project was tested and well accepted by the companies. Currently, the tool was owned by the industry and they had to decide whether or not to remain exclusively a Dutch system. The companies that use the website in question were responsible for maintaining the data base as well as to guarantee the availability of the server.

Although the distributer provides the information, the original record is kept with the distributer. The supplier had also the possibility to store a copy of the record.

Providing the SDS via a deep-link was considered by the Dutch authorities to be similar as a delivery via post or pdf file sent by e-mail.

This pilot project took only in consideration simple supply chains but, in principle, it can be used in more complex distribution chains.

Issue 4: Article 40 of the CLP Regulation and role of ORs

This issue was not tackled and its conclusion was postponed to the next Forum meeting.

Issue 9: Potential enforcement of entry 6 of Annex XVII to REACH

Some Forum members updated COM on their status since their reply was not present in COM's compilation document.

COM was requested to present more information on the model, type, etc. of the vehicles in question.

Issue 10: Registration of CMR's

The NL Forum member informed the Forum on the results of the Dutch project on CMRs carried on in 2012. It was found that all the inspected companies complied with their registration obligations. Even on special cases, the company voluntarily undertook actions to comply and no further legal actions were necessary. The project would continue throughout 2013 since it was a priority issue in NL.

HU Forum member/CHAIR informed the Forum that CMRs were also a point of attention in her Member state for the current year and a similar project might be developed.

ECHA presented the information regarding the Public C&L Inventory Workshop that took place in ECHA on 15 January 2013 in which 38 MSCAs participated. The C&L inventory contains currently notifications of 120 000 substances from which 110 000 are publicly available in the inventory portal. The Workshop focused on how to use the database in order to support regulatory processes e.g. identifying candidates for harmonisation of the CLH process. A pilot project was initiated by the NL CA which the scope was to identify and prioritise CLH candidates based on CMR properties. As a preliminary result, 6 000 substances have been identified by at least one notifier as a CMR (category 1A, 1B or 2). According to Annex VI of CLP, less than 900 substances were harmonised and were currently on the market. It can be concluded that a large number of substances were currently used despite a harmonised classification was missing.

The Forum welcomed the possibility of ECHA sharing the list of CMR substances not included in the CLP Annex VI as well as any other screenings done, e.g. PBT/vPvB.

12.2 New items raised by Forum members/ECHA

Issue 11: Change of legal entity to avoid registration obligations

The EL Forum member, acting as proxy for the CY Forum member, presented the issue. It was noted by the CY enforcement authorities that many importers avoid their obligations by ceasing activity and changing the legal entity of the company.

The Forum discussed the difficulties to collect practical evidences of non-compliance with Article 5 and 6 REACH. It was mentioned that it may also depend on how the national law perceived the change of the company's name as well as other definitions.

Issue 12: Enforcement of dossier evaluation or substance evaluation decisions, following an appeal: Suspensive effect.

When an appeal was brought before the Board of Appeal against an evaluation decision of ECHA, the effects of the decision are suspended, according to Article 91 REACH, until final ruling. If the appeal was dismissed, the deadline set out in the decision remained unchanged. According to ECHA, failure by the Appellant to comply with the decision on time may be addressed by the NEAs which, based on the up-to-date factual elements of the case, can decide whether the registrant should be granted more time to comply with the contested decision. This situation could be exploited by the companies in order to gain more time.

Some Forum members expressed their practical actions in these situations. When there was a need for a company to react, the timeline set had to be realistic or simply restarted. In the case the appeal was considered to simply gain time, a case-by-case analysis would be done.

A Forum member disputed ECHA's legal interpretation stating that the suspensive effect should just hold or interrupt the timeline.it was questioned the criteria that the NEA could use to assess the case and grant more time for the company to comply with the decision. It was suggested that ECHA could present to the NEA a statement/information with ECHA's view of the case and the possibility to have the deadline extended or not.

ECHA's Legal Affairs Unit took note of the Forum member's comment and reiterated that the questions to be answered were: Who has the competence to give the extra time? Is it ECHA, by issuing a new decision? Or is it the competent authorities, by assessing and deciding on the appropriate time?

Issue 13: Interpretation of REACH annex XVII entry 58 regarding Ammonium Nitrate (AN) and accessibility for consumers

The NO Forum member presented the issue about a Norwegian manufacturer who sold cold packs containing 16% or more nitrogen in relation to AN to retailers. The latter offer these cold packs to consumers. In addition, the manufacturers had sold cold packs to downstream users which offer the cold packs to consumers. According to entry 58 (2) (a), supply to downstream users and distributors are exempted from the restriction. When a manufacturer sells cold packs containing AN with more than 16% nitrogen to downstream users and distributors who sell further on to consumers, it is difficult to see that the purpose of the restriction is fulfilled.

A Forum member highlighted that clarification of the term “place on the market for supply” was needed.

The Forum discussed the issue converging into the idea that the manufacturer would not be responsible for its customers’ sales to consumers. However, according to REACH, it was obliged to inform its customers in the SDS about the restriction, which was applicable to the mixture sold.

Item 13 - Optimisation of Forum’s processes

13.1 Work instruction on processing practical issues for enforcement

The ECHA Forum Secretariat presented the work instruction for processing practical issues for enforcement (WIN PPIE). The objective was to process practical issues for enforcement to a high quality standard and to minimise the workload of Forum members. With this procedure, ECHA ensures that it will be able to provide a substantial level of administrative, technical, scientific and legal support to the Forum in this process.

Forum members raised questions about the applicability of the criteria for the selection of suitable issues for discussion, about the responsibilities of the Forum members in the process and regarding the timelines to deliver input to the process.

The ECHA Forum Secretariat clarified that the procedure describes the tasks and responsibilities of the ECHA Forum Secretariat and the Chair of the Forum. The Forum members were due to submit practical issues for discussion, to prepare for the discussions and to participate in the commenting rounds within the deadlines provided by the procedure. Possibilities to extend some timelines would be analysed.

The Forum members were entitled to elaborate draft conclusions and to introduce the issues to the Forum in the plenary meetings. ECHA would provide the necessary support to the elaboration of such conclusions as in some cases ECHA’s input was necessary for the elaboration of solutions.

Clear criteria are needed to select cases and proper justification would be provided during the meeting in case it was found that an issue was not within the remit of the Forum. Proposed criteria could be regarded then as indicative and not exclusive. Criteria would not include “important” or “not important” issues as this would be difficult to judge.

The ECHA Forum Secretariat suggested excluding from the procedure the presentations related to exchange of enforcement practice in the Member States. These experiences could be covered in a different agenda item. A fast track procedure is not foreseen in the WIN PPIE as this covers the optimal processing of practical issues for enforcement requiring ECHA and Forum preparation before

the meeting which does not mean that an urgent matter cannot be brought to the attention of the Forum before the meeting.

13.2 Improvement on the organization of the plenary meetings: Coordination meeting with Forum's chairs

The CHAIR presented to the Forum members the content of the meeting that took place on 14 December 2012, where the improvement of the plenary meeting was discussed with the ECHA Forum Secretariat and the Forum CHAIR and Vice-Chair.

Some of the points were already taken in consideration as a trial for the Forum 14 meeting but further actions would take place in the following meetings.

It was suggested to have break-out group discussions on different topics. The output could be reported back to the plenary. It was felt that in case decision making would be needed all the Forum members should be present. Consequently, this can only be done in the plenary.

The idea was welcomed by most of the Forum members. Despite that, concern remained regarding the chosen topics for discussion. In addition, the topics should be such that the Forum members would not feel the obligation to attend one particular break-out group, e.g. if the topic would concern a project that a Forum member was involved. Forum members should be free to choose the topic they consider to be most interesting for themselves.

13.3 Technical adaptation of Forum's Rules of Procedure (RoPs)

As a follow-up action on ECHA Forum Secretariat from Forum-13 towards the implementation of ECHA's Policy of managing Conflict of Interest, a draft of a document on Conflict of interest was presented under Forum-14 agenda item 6.3.

During the development of the documents, it was noted that the members, alternates and experts participating in the WG Restrictions also needed to make a declaration of commitment, to fulfil their duties, and a declaration of interests, which could be considered to be prejudicial to their independence.

In addition, a room document with the revised mandate by the CHAIR of the Forum to individual members and invited experts of the WG on Enforceability of Restrictions was submitted to the Forum. The Forum did not object to the mandate and agreed that the members of the WG could start filling in the declarations of interest before the Forum's Rules of Procedure are adopted by the Management Board.

A Forum member requested to include in a footnote on Article 9(1) RoPs that it was under development a guidance document on the measures to be applied by the CHAIR in case of conflict of interests detected.

The Forum agreed with the new amendment of the RoPs that should be adopted by ECHA's Management Board (MB) in June 2013[2].

13.4 Report on the participation of invited experts

ECHA Forum Secretariat presented statistical information on the participation of invited experts and alternates in the Forum's work between Forum-10 and Forum-13. The Forum members were encouraged to appoint more alternates and experts and to actively participate in the Forum's projects and plenary.

[2] During the meeting, it was suggested the RoPs to be adopted via written procedure by ECHA's MB. At the time of the drafting of the minutes, ECHA Forum Secretariat was informed that it was not possible. Hence, the adoption will take place in the next MB meeting (in June 2013).

A new statistical exercise would be held for Forum-17 (2014).

Item 14 – Reports from the ECHA Forum Secretariat

14.1 Manual of Conclusions (MoC)

The ECHA Forum Secretariat reiterated that the open practical issues from Forum-13 were being processed and that the Forum would have an opportunity to comment during the written commenting round.

It was requested for the uploaded MoC in CIRCA BC to be made more visible.

14.2 Report on the "Workshop for enforcement inspectors" (Zagreb, HR)

The ECHA Forum Secretariat presented a summary of the Workshop for enforcement inspectors held in Zagreb, Croatia, on 28 and 29 January 2013.

Forum members were informed that within the framework of the IPA project, ECHA had an opportunity to provide funding for an exchange of inspectors.

Forum members were invited to evaluate whether the organisation they represent could host an exchange event in the first half of 2013. Given the short time frame the practical organisation should be initiated in a timely manner.

COM appreciated ECHA's initiative and motivated Croatia to tackle the new tasks.

The Croatian observer added that enforcement actions were still challenging due to lack of resources. It was the first time that all Croatian enforcement authorities gathered and exchanged views on the occasion of the workshop. The message was clear and actions would follow.

14.3 Involvement of Serbia as an observer in the Forum plenary meeting

ECHA's Director of Cooperation presented the Forum background information regarding the possibility of having Serbia as an observer in the Forum plenary meetings. ECHA proposed to invite Serbia for a presentation on its capacities, structure and enforcement records and plans in the next Forum plenary meeting. Based on that, the Forum could then take a well informed decision on Serbia's participation as an observer. After the Forum's agreement, ECHA's management board would approve to present Serbia with the status of observer to the Forum.

The Forum agreed to receive a presentation from a Serbian representative in the next Forum meeting and that the Serbian representative would attend the next Forum plenary meeting for only giving a presentation.

ECHA's Director of Cooperation offered to draft the invitation.

14.4 Update on the Life+ project

The ECHA Forum Secretariat informed the Forum that the project proposal "REACHenSPECT" was not selected. ECHA offered to fine-tune the project together with the submitter for a successful resubmission. By 25 June 2013, the submitter must present the project to their Member States Authorities and by 5 July the Member State must submit it to COM. ECHA proposed to submit the project under a different heading, i.e. Environmental policy and governance instead of Communication.

As a beneficiary of the project, EE Forum member expressed disappointment and supported the re-submission.

14.5 SME initiatives in 2013 by the Member States Enforcement Authorities

The ECHA Forum Secretariat explained that this exercise was for ECHA to join forces with NEAs to reach out to SMEs. The initiatives were collected in an inventory in order to share best practices. NEAs could go back to this inventory if they would look for some good ideas to support SMEs when launching actions at national level.

On the Helpnet meeting that took place in ECHA on 14 March 2013, a break-out group focused on targeting advice to SME's. Main recommendations were:

- Clarity and simplicity of the messages were important;
- In Member States' events, it was requested not to name them as "REACH events" since the mentioning of REACH will scare off and reduce the participation of SMEs. It was better to announce them as "chemicals safety management" events;
- Providing awareness raising campaigns regarding their obligations on a regular basis is needed as knowledge on REACH declines over time;
- Concerning the language it appears that what ECHA does not translate was usually translated by the national helpdesks;
- SMEs can afford consultants. However there is a risk when SMEs have a contract with unqualified consultants.

Item 15 – AOB

15.1 ECHA's Evaluation report

The CHAIR informed the Forum that on 27 February 2013, ECHA published the annual REACH Evaluation report 2012[1].

It shows that a large part of the examined registration dossiers still raise quality and subsequently compliance concerns. ECHA strongly encourages registrants, in particular those preparing their registration dossiers for the second REACH registration deadline, to read the recommendations of the report and act accordingly.

15.2 Information on Glass Alliance

The ECHA Forum Secretariat informed the Forum that the GLASS Alliance had approached ECHA on a methodology that may allow companies to demonstrate that they fulfil the conditions as listed in entry 11 of Annex V from REACH and thus - if fulfilled - do not need to register.

With the information provided, they intended to inform ECHA of the status of the studies. As enforcement authorities may face such information on the occasion of their inspections, ECHA proposed to GLASS Alliance to forward the related documents to the Forum. This will give NEAs a grasp of what kind of arguments they may expect from companies active in this sector that would like to benefit from the registration exemption under entry 11 of Annex V.

15.3 Forum's next meetings dates

The ECHA Forum Secretariat presented the dates for Forum-15 (18-20 June 2013), and Forum-16 (28-31 October 2013). Forum-16 would include a Stakeholders session.

Item 17 – Closing of the meeting

The CHAIR thanked the participants, the COM and the ECHA Forum Secretariat for their contributions and support. With that, she closed the meeting.

II. Main Conclusions & Action Points - Forum-14 - 19-21 March 2013

(Adopted at the Forum-14 meeting)

Agenda point	Conclusions / decisions / minority opinions	Action requested after the meeting (by whom/by when)
Item 1- Welcome and introduction		
1.2 – Adoption of Agenda and declarations of conflict of interest	The agenda was adopted.	
Item 2 - Address by the Executive Director of ECHA		
Item 3 - Enforcement of regulatory decisions		
3.0. New item 3	The Forum took note that the item related to interlinks will be a regular point at plenary meetings.	**Forum members** are invited to submit suggestions for priority subjects related to interlinks to be tackled under this point during the next meeting by 17 April.

3.1 Dossier Evaluation Process: Status of the SONC	The Forum took note of the information on the follow-ups to Dossier Evaluation.	**Forum members** are invited to send written feedback if they believe that release of information related to dossier evaluation stripped from confidential information in response to Access to Document Requests would have adverse effect on enforcement activities by 12 April **Forum-S** will update the document about the MS Focal Points that will describe the general messaging and feedback mechanism for interlinks by Forum-15.
3.2 Nanomaterial: Art 36 decisions	The Forum took note of the information about Art 36 decisions related to dossiers for deemed nanomaterials which ECHA sends to registrants.	**Forum members** are invited to send information on what information they would need to enforce these decisions by 12 April. **ECHA** will come up with a practical proposal for organising the enforcement of these decisions for Forum-15
3.3 -		

3.4 Interlinks: Statistical information on communication between ECHA and MS Focal Points via RIPE	The Forum took note of the information provided and welcomed further reports on interlink implementation during future plenary meetings.	***Forum-S*** *to check if revocation information is provided in other ways than RIPE* **Forum-S** to consider if automatic responses can be included in RIPE by Forum-15.
3.5 Questionnaire on MS activities on substances in articles requirements	The Forum took note of the information provided.	**Forum-S** will foresee the discussion of the SiA enforcement in the Forum-15.
Item 4 - Forum's enforcement activities- Work Packages		
4.1.1 EIES- Testing and assessment of ICSMS	The forum took note of the assessment of the ICSMS and approved the list of change requests prepared by the WG.	**Forum-S** to send the approved list of change requests to the COM by 26 March
4.1.2 EIES - Mandate amendment	The Forum amended the mandate of WG.	
4.2.1 RIPE progress report	The Forum took note of the work of the WG.	
4.2.2 RIPE - Mandate amendment	The mandate of WG RIPE was updated.	
4.3.1 Training for enforcement trainers 2013 - Topics for the Training	The forum took note of the report from the WG.	**Forum members** to nominate experts based on the topics proposed and, where available, submit case-studies for training by 12 April.

4.3.2 Training for enforcement trainers 2013 - Mandate amendment/confirmation	The Forum updated the mandate of WG Training for Trainers 2013.	**NO Forum member** to nominate expert for the WG by 5 April. **Forum-S** to liaise with SLIC CHEMEX for nomination of a NLI trainer by 17 April.
4.4.1 Work Programme 2014-2016 - Progress report/Activity plan	The Forum took note of the work of the WG.	**Forum members** are invited to comment on draft structure, outline and timeline of MAWP and preliminary conclusions on Forum response to issues covered by COM REACH review by 29 March
4.4.2 Work Programme 2014-2016 - Mandate amendment/confirmation	The forum reviewed the mandate of WG Work Programme 2014-2016	
4.5.1 Pilot project on Intermediates - Interim report	The Forum took note of the progress of the project.	
4.5.2 Follow-up on the intermediates cases	The Forum took note of the intermediate verification process carried out in ECHA.	-

4.5.3 Status of automated screening of intermediates dossier	The Forum took note of the information on the automated intermediate screening. Forum stressed the need for ECHA and other bodies such as HelpNet or MSCAs to raise awareness among the registrants so that they use the tools and advice provided to them by ECHA to bring their dossiers into compliance. Given that resources of enforcement are limited Forum stressed that inspectors should be involved only in the last instance for those cases where ECHA deems there is high risk of non-compliance.	**Forum-S** will organise a working session between Forum and ECHA staff to discuss the criteria for prioritising cases for enforcement activities triggered by ECHA request to Forum-15. **Forum members** are invited to volunteer for this session by 17 April. **ECHA** will come up with a practical proposal for organising the follow up of unanswered Article 36 letters by Forum-15
4.6.1 REF-2- Final results and draft project report	The Forum took note of the progress report and results of the REF-2 project.	**WG REF-2** will send the second draft of the final report and guidance to Forum for comments by 26 April **Forum members** are invited to send comments to that draft by 13 May
4.6.2 REF-2- Revision of the mandate	The mandate of the WG REF-2 was updated.	-
4.7.1 REF-3- WG progress report	The Forum took note of the progress of the project.	
4.7.2 REF-3 - Mandate amendment	The Forum revised the mandate of the WG	

4.8.1 Pilot Project on PPORDs and ORs - Pilot Project report	The Forum took note of the report of the pilot project and decided to close it down. Further information from ECHA may prompt the Forum to re-start the project.	**NL and RO Forum** members will prepare and send to Forum-S the final report by end of April **Forum-S** will organise a consultation of the report followed by adoption in written procedure before Forum-15.
4.9.1 Horizontal methodology - WG progress report	The Forum discussed the first draft of the horizontal project methodology. Forum decided to discuss the follow up actions and preparation of the next REF project at Forum-15.	**Forum members** are invited to provide comments on the document by 17 April.
4.9.2 Horizontal methodology - Mandate amendment	The mandate of the WG was updated.	

4.10.1 Enforceability of Restrictions- WG progress report	The Forum took note of work progress and adopted the terms of reference for developing methodology for recommending analytical methods. Forum expressed concern that Annex XV proposals for restrictions are continually prepared without considering the enforceability of restrictions. The Forum agreed that it would be beneficial if the development of the methodology is completed in period shorter than foreseen in the activity plan.	**Forum-S** will share with COM the GDAERF document in order to raise awareness about enforceability aspects of Annex XV proposals for restriction by 29 March. **COM** will bring that document to the attention of MSCAs at their next meeting.
4.10.2 Project "Friendlier reading of Annex XVII"	The Forum welcomed the ECHA initiative for facilitate the interpretation of restriction entries. The Forum decided to provide feedback to assist ECHA in this project and involve the WG Restrictions in the collection and streamlining of its input.	**Forum members** are invited to submit their comments to WG Restrictions 17 April. **WG Restrictions** will compile and streamline the Forum comments, and consult them in writing before the Forum-15 **Forum-S** will reserve time on agenda of Forum-15 to adopt the streamlined comments.
4.10.3 Enforceability of Restrictions - Mandate amendment	The Forum revised the mandate of the WG Restrictions.	

Item 6 – Transparency and code of conduct on Forum's activities		
6.1 Transparency: One of ECHA's values	The Forum took note of the explanation on the ECHA approach to transparency.	-
6.2 Rules for classification FORUM's documents	The Forum took note of the information provided.	**Forum-S** will reserve time to discuss this subject at Forum-15.
6.3 Code of conduct: General Principles and guidance for members of the Forum	The Forum discussed the document describing the General Principles and adopted it with changes made during the meeting.	-
Item 7 – Update on relevant developments presented by the Commission		
7.1 Recommendations and findings on enforcement in the REACH Review report: Exchange of views	The Forum welcomed the presentation of the findings of the COM REACH review. The Forum took note of the COM project to develop enforcement indicators and requested that it is involved in the contracting and then the execution of that project.	**COM** will propose the ways for collaboration with the Forum in the project on preparation of enforcement indicators at Forum-15

7.2 Enforcement of CLP under the Biocidal Products Regulation (BPR)	The Forum took note of the interactions between CLP and BPR.	**Forum members** invited to give feedback whether Forum should express a common opinion on the DG ENV consultation on the revision of the EU legal framework on environmental inspections by 29 March **COM** will deliver to Forum-S the document outlining the interlinks between CLP and the BPR by 29 March **Forum-S** will distribute this document to the Forum members by 5 April

7.3 Other relevant developments	The Forum took note of the information provided.	**Forum members** are invited to inform COM whether they may have identified the TARIC codes which correspond to restricted substances on the national level for use by national customs authorities by 17 April. **Forum members** are invited to submit to COM those TARIC codes they identified for specific restriction entries by Forum-15
Item 8 – Update on the PIC regulation		
8.1 Updates by the European Commission on PIC	The Forum took note of the overview of PIC Regulation and discussed the role of the Forum in its enforcement.	**UK Forum** member will send information on the PIC enforcement experience to Forum-S by 17 April **Forum-S** will distribute it to the Forum members by 24 April

8.2 Information on the priorities for the implementation of PIC regulation	The Forum took note of the suggestions for priority tasks for the Forum in the area of PIC enforcement. The Forum agreed that Forum tasks with relation to PIC enforcement will be included in the Forum MAWP.	**Forum members** are invited to submit proposals for Forum actions related to PIC enforcement by 17 April. **Forum-S** will reserve time at Forum-15 to discuss the role of the Forum in PIC enforcement
Item 9 – Relevant developments within ECHA		
9.1 Cross-Stakeholder Roadmap on improving clarity and accuracy in the CSA	Forum took note of latest developments in the preparation of the "CSR/ES Roadmap".	**Forum members** invited to provide comments on the content of the roadmap to ECHA by 12 April.
9.2 CSR format generated by CHESAR – ECHA explains what have been done	The Forum took note of the information about CSRs generated by CHESAR.	**Forum-S** will distribute the link to the ECHA website describing the CSR format changes by 29 March
9.3 Updates on ECHA Guidance documents	The Forum took note of the developments of the guidance and the upcoming Forum consultations.	-
Item 10 – Update on cooperation with other enforcement networks		
10.1 IMPEL project proposal on the link between Directive on Industrial Emissions (IED) and REACH (update)	Forum took note of the documents provided and approved the participation of the BG Forum member in the IMPEL project.	**Forum-S** will draft the mandate for the BG member to represent the Forum which will be signed by the Chair by 17 April.
10.2 SLIC meeting summary report	Forum took note of the documents provided.	-

Item 12 – Practical issues for enforcement of REACH and CLP		
Issue 1- SDS – CLP Art 33(3)	The Forum took note that conclusion has been consulted and the issue is now under finalisation for inclusion in the Manual of Conclusion which will take place outside of the meeting.	**Forum-S** sends out the draft issue description with conclusion in MOC format by 10 April **Forum members** are invited to submit comments to the by 24 April **Forum-S** will revise the issue description with conclusion and send for adoption in written procedure by 15 May **Forum members** will be invited to send responses to written procedure by 29 May

Issue 2- Substances in Articles	The Forum decided to further discuss the interpretation provided by COM, resolve the issue in writing and come back to it at Forum-15.	**Forum-S** draft issue description with conclusion in MOC format by 10 April **COM** will answer the questions posed by the Forum during the plenary by 6 May **Forum members** are invited to provide comments by 6 May **Forum-S** will revise and send out the document for another consultation round by 20 May **Forum members** are invited to send comments by 7 June **Forum-S** will reserve time at F15 to adopt the final description and conclusion on the issue.
Issue 3- Digitalisation, distribution of SDSs	The Forum took note of the results of the pilot project in NL.	**Forum-S, NL and Chair** to discuss if the results of the NL project can be fed into the work of the Forum or shared with other NEAs by F15.

Issue 4 – Article 40 of the CLP Regulation and role of ORs	Postponed to F15	**Forum-S** will reserve time to discuss this at F15
Issue 5- Label of two-component products in one intermediate package	*As issue 1* The Forum took note that conclusion has been consulted and the issue is now under finalisation for inclusion in the Manual of Conclusion which will take place outside of the meeting.	**Forum-S** sends out the draft issue description with conclusion in MOC format by 10 April **Forum members** are invited to submit comments to the by 24 April **Forum-S** will revise the issue description with conclusion and send for adoption in written procedure by 15 May **Forum members** will be invited to send responses to written procedure by 29 May

Issue 6 – Self-classification of CMRs	*As issue 1* The Forum took note that conclusion has been consulted and the issue is now under finalisation for inclusion in the Manual of Conclusion which will take place outside of the meeting.	**Forum-S** sends out the draft issue description with conclusion in MOC format by 10 April **Forum members** are invited to submit comments to the by 24 April **Forum-S** will revise the issue description with conclusion and send for adoption in written procedure by 15 May **Forum members** will be invited to send responses to written procedure by 29 May

Issue 7 – Article 29 CLP to be used to facilitate the application of Article 33(2) of CLP?	*As issue 1* The Forum took note that conclusion has been consulted and the issue is now under finalisation for inclusion in the Manual of Conclusion which will take place outside of the meeting.	**Forum-S** sends out the draft issue description with conclusion in MOC format by 10 April **Forum members** are invited to submit comments to the by 24 April **Forum-S** will revise the issue description with conclusion and send for adoption in written procedure by 15 May **Forum members** will be invited to send responses to written procedure by 29 May

Issue 8- Duty to communicate information down the supply chain for crystalline silica containing composite materials	*As issue 1* The Forum took note that conclusion has been consulted and the issue is now under finalisation for inclusion in the Manual of Conclusion which will take place outside of the meeting.	**Forum-S** sends out the draft issue description with conclusion in MOC format by 10 April **Forum members** are invited to submit comments to the by 24 April **Forum-S** will revise the issue description with conclusion and send for adoption in written procedure by 15 May **Forum members** will be invited to send responses to written procedure by 29 May
Issue 9- Potential enforcement of entry 6 of Annex XVII to REACH	The Forum took note of the results of investigation of the enforcement authorities in the Member States checking for presence of cars suspected to contain asbestos.	-

Issue 10- Registration of CMR's	The Forum took note of the information of the NL pilot project on checking the compliance with registration obligations for CMR substances.	**Forum-S, NL and Chair** to discuss if the results of the NL project can be fed into the work of the Forum or shared with other NEAs by F15. **Forum-S** will distribute the list of CMRs not included in Annex VI of CLP regulation **Forum-S** will internally investigate if other screenings (e.g. PBT, vPvB) were done and if so provide the substance lists to the Forum.
Issue 11- Change of legal entity to avoid registration obligations	The Forum agreed a draft conclusion on that issue.	**Forum-S** to send the draft description of the case and conclusion in MOC format by 5 April **Forum members** are to provide comments by 22 April

Issue 12- Enforcement of dossier evaluation or substance evaluation decisions, following an appeal; suspensive effect	The Forum discussed the issue and concluded that further examination is needed how the "suspensive effect" would be treated by legislations in different Member States.	**Forum-S** will send a request for feedback by 27 March **Forum members** will be invited to give feedback by 2 May
Issue 13 - Interpretation of REACH annex XVII entry 58 regarding Ammonium nitrate (AN) and accessibility for consumers	The Forum agreed a draft conclusion on that issue.	**Forum-S** to send the draft description of the case and conclusion in MOC format by 5 April **Forum members** are to provide comments by 22 April
Item 13 - Optimisation of Forum's processes		
13.1 Work instruction on processing practical issues for enforcement	The Forum took note of the draft procedure for processing issues for enforcement.	**Forum members** are invited to provide feedback by 17 April. **Forum-S** will send a revised version for adoption in written procedure by 15 May **Forum members** invited to submit issues for F15 on 29 April

13.2 Improvement on the organization of the plenary meetings: Coordination meeting with Forum's chairs	The Forum welcomed and discussed the proposed improvements for organisation of future plenary meetings.	**Forum members** are invited to submit further proposals for improvements by 17 April. **Forum members** are invited to submit topics for break out groups for Forum-15 by 17 April. **Forum-S** will provide instructions on how to activate CIRCABC notifications by 29 March
13.3 Technical adaptation of RoP	The Forum approved the adaptation of the ROPs with amendments discussed during the meeting.	**Forum-S** will send out the ROPs with the amendments agreed at the meeting by 19 April
13.4 Report on the participation of invited experts	The Forum took note of the information provided and agreed to consider it in future appointments of the invited experts.	
Item 14 – Reports from the ECHA Forum Secretariat		
14.1 Manual of Conclusions	The Forum took note of the developments in the MOC.	**Forum-S** will review MOCs place in CIRCA BC by 29 March **ECHA** will consider if MOC can be translated by Forum-15

14.2 Report on the "Workshop for enforcement inspectors"	The Forum took note of the report from the event.	**Forum members** are invited to indicate if their organisations can host an exchange event for HR inspectors in the first half of 2013 by 12 April.
14.3 Involvement of Serbia as an observer in the Forum plenary meeting	The Forum agreed to invite Serbia to make a presentation at Forum-15 about their REACH enforcement actions following Serbia's request to become observer to the Forum Following that presentation the Forum will decide on Serbia's presence as observer in future plenary meetings.	**Forum-S** will ensure time for Serbian presentation at Forum-15.
14.4 Update on the Life+ project	The Forum supported the resubmission the project proposal in 2013.	
14.5 SME initiatives in 2013 by the Member States Enforcement Authorities	The Forum took note of the information provided.	
Item 15 – AOB		
15.1 ECHA's Evaluation report	The Forum took note of the information provided.	
15.2 Glass alliance	The Forum took note of the information provided.	
15.3 Next Forum meetings	The dates for next meetings 2013 are: Forum-15: 18-20 Jun 2013 Forum-16: 28-31 Oct 2013 Tentative dates for 2014: Forum-17: 11-13 Feb 2014	

III. List of Attendees

Forum members

	Country	Name
1	AT	ANWANDER Eugen
2	BE	CUYPERS Paul
3	BG	LULEVA Parvoleta
4	CZ	JAROLIM Oldrich
5	DE	VOM HOFE Katja
6	DK	BØRGLUM Birte
7	EE	PROMET Natali
8	EL	FOUFA Eleni
9	ES	SÁNCHEZ PEÑA Pablo
10	FI	EKMAN Annette
11	FR	DESIGNOLLE Vincent
12	HU	DEIM Szilvia
13	IE	MCMICKAN Sinead
14	IT	ALESSI Mariano
15	LT	PIPIRAITE-VALISKIENE Donata
16	LV	PALLO Parsla
17	MT	MIFSUD Shirley
18	NL	VAN DEN BERG Jos
19	NO	HAGEN Gro
20	PL	OSOWNIAK Marta
21	PT	CABRITA Rui
22	RO	ALBULESCU Mihaiela
23	SE	WESTERBERG Agneta
24	SI	NOVAK Vesna
25	SK	KOLESÁR Dusan
26	UK	POTTS Mike

Invited experts

	Country	Name
1	FR	ALFANO Anne-Catherine
2	LT	AMBRAZIENE Skirmante
3	LV	AMNUELE Kristine
4	NO	FOSSNES Tone-Line
5	EE	KARRO Marina
6	IE	LOWE Majella
7	DK	PETERSEN Pia-Gitte
8	IT	POLCI Maria Letizia
9	PT	PRAZERES Telmo
10	AT	WURM Gernot
11	ES	ZAMORA NAVAS Laura

Advisers

	Country	Name
1	DE	FRENZEL Stefan
2	FI	LEIKOSKI Mervi
3	BE	LEYNEN Michel
4	FI	RAITALA Suvi
5	DK	RAVN-JENSEN Anette
6	SE	SILLREN Barbro
7	NO	SULEIMAN Abdulqadir M.
8	DE	ZEITLER Reinhard

Appointed Observer

	Organization	Name
1	HR	KREKOVIC Dubravka Marija

European Commission

	DG	Name
1	ENTR	AGUADO-MONSONET Miguel
2	ENV	ZIELINSKI Janusz

	ECHA	Unit
1	BARAŃSKI Maciej	Guidance and Forum Secretariat
2	AHRENS Andreas	Computational Assessment
3	ANFÄLT Lisa	Risk Management Identification
4	ATLASON Palmi	Risk Management Classification
5	BALDUYCK Bo	Legal advisor-Executive officer
6	CALVO TOLEDO Juan Pablo	Guidance and Forum Secretariat
7	CLIFFE Brendan	Guidance and Forum Secretariat
8	DANCET Geert	ECHA Executive Director
9	Di BASTIANO Augusto	Risk Management Identification
10	FEDTKE Norbert	Evaluation
11	FELICIANO Tania	Guidance and Forum Secretariat
12	HERDINA Andreas	Cooperation Directorate - Director
13	JACKSON Lindsay (training)	Communication
14	JACQUET Cyril	Legal Affairs
15	JONES Stella	Guidance and Forum Secretariat
16	KARAMERTZANIS Panagiotis	Computational Assessment
17	KIOKAS Sotirios	Risk Management Implementation
18	KOWALSKI Ulrike	Guidance and Forum Secretariat
19	LOCCHI Lisa	Press Officer
20	MEGAW Peter	Guidance and Forum Secretariat
21	MURRAY Andrew	Risk Management Identification
22	NIKULA Terhi	Guidance and Forum Secretariat
23	NOUWEN Johan	Guidance and Forum Secretariat
24	SCHULTHEISS Christian	Legal Affairs
25	SUMREIN Abdelqader	Evaluation
26	TŁOCZEK Magdalena	Guidance and Forum Secretariat
27	YOUNGHUSBAND Michael	Guidance and Forum Secretariat

IV. List of Annexes

Annex I – Final agenda Forum-14

08 March 2013
ECHA/Forum-14/2013/A/final draft

Draft Agenda
Fourteenth meeting of the
Forum for Exchange of Information on Enforcement
(Forum-14)
19-21 March 2013

European Chemicals Agency
Helsinki, Finland
Tuesday, 19 March: starts at 09:00
Thursday, 21 March: ends at 17:00

DAY 1 Tuesday 19 March 2013

Item 1 – Welcome and Introduction *09:00-09:30*

1.1 Opening by the Chair of the Forum – *CHAIR (10')*

1.2 Adoption of the Agenda and declarations of conflict of interest with regard to agenda items – *CHAIR (5')*

1.3 State of play with action points from Forum-13 – *ECHA Forum Secretariat (5')*

1.4 Practicalities and brief recapitulation of results of the written procedures between Forum-13 and Forum-14 -*ECHA Forum Secretariat (10')*

ECHA/Forum-14/2013/A/final draft
ECHA/Forum-14/2013/1.3

For adoption
For information

Item 2 – Address by the Executive Director of ECHA *09:30-09:40*

For information

Item 3 – Enforcement of regulatory decisions *09:40-11:35*

3.1 Dossier Evaluation Process: Status of the SONC -*ECHA (20')*

3.2 Nanomaterial: Art 36 decisions - *ECHA (25')*

3.3 Data Sharing: Single registration and joint submission – ECHA (20')

For discussion

Coffee break 10:45-11:15

3.4 Interlinks: Statistical information on communication between ECHA and MS Focal Points via RIPE - *ECHA Forum Secretariat (10')*

3.5 Questionnaire on MS activities on substances in articles requirements – *ECHA* (10')

ECHA/Forum-14/2013/3.4

For information

Item 4 – Forum's enforcement activities- Work Packages *11:35-17:15*

4.1 Electronic Information Exchange System - EIES (B.4)

4.1.1 Testing and assessment of ICSMS - *WG Chair / ECHA Forum Secretariat (60')*

4.1.2 Mandate amendment - *ECHA Forum Secretariat (10')*

ECHA/Forum-14/2013/4.1.1

For discussion
For adoption

Lunch Break: 12:45- 13:45

4.2 Implementation of RIPE (B.3)

4.2.1 RIPE progress report - *ECHA Forum Secretariat (20')*
4.2.2 Mandate amendment - *ECHA Forum Secretariat (10')*

ECHA/Forum-14/2013/4.2.1a
ECHA/Forum-14/2013/4.2.1b
ECHA/Forum-14/2013/4_draft_mandates

For information
For adoption

4.3 Training for enforcement trainers 2013 (B.6)

4.3.1 Topics for the Training – *WG Chair (10')*
4.3.2 Mandate amendment/confirmation - *ECHA Forum Secretariat (20')*

ECHA/Forum-14/2013/4_draft_mandates

For adoption

4.4 Work Programme 2014-2016 (A.1)

4.4.1 Progress report/Activity plan – *WG Chair (10')*

4.4.2 Mandate amendment/confirmation- *ECHA Forum Secretariat (20')*

ECHA/Forum-14/2013/4.4.1

ECHA/Forum-14/2013/4_draft_mandates

For adoption

Coffee break: 15:15 – 15:45

4.5 Pilot project on Intermediates

4.5.1 Interim report – *DE Forum member (05')*

4.5.2 Follow-up on the intermediates cases - *ECHA (20')*

4.5.3 Status of automated screening of intermediates dossier – *ECHA (15')*

ECHA/Forum-14/2013/4.5.1

For information

4.6 REACH-EN-FORCE-2 project: Obligations of Downstream Users - formulators of mixtures (A.1)

4.6.1 Final results and draft project report - *WG Chair (20')*

4.6.2 Revision of the mandate - *ECHA Forum Secretariat (10')*

ECHA/Forum-14/2013/4.6.1a

ECHA/Forum-14/2013/4.6.1b

ECHA/Forum-14/2013/4_draft_mandates

For discussion

For adoption

4.7 Preparation of coordinated enforcement project REACH-EN-FORCE-3 (A1)

4.7.1 WG progress report - *WG Chair (05')*

4.7.2 Mandate amendment - *ECHA Forum Secretariat (05')*

ECHA/Forum-14/2013/4.7.1

ECHA/Forum-14/2013/4_draft_mandates

For information

For adoption

4.8 Pilot Project on PPORDs and ORs

4.8.1 Pilot Project report - *NL Forum member (10')*

ECHA/Forum-14/2013/4.8.1

For information

Item 5 – Adoption of conclusions from day 1 *17:15- 17:30*

For adoption

OPTIONAL TRAINING (17:45-18:30): "Make the best presentation of your life!"

This training course offers practical tips on how to get your messages across effectively in presentations.

The course is useful for both beginners and for experienced presenters – there is always room for improvement!

DAY 2 Wednesday 20 March 2013

Item 4 – Forum's enforcement activities- Work Packages (cont.) *09:00-12:15*

4.9 Horizontal methodology for a harmonised elaboration, management, reporting and evaluation of Forum coordinated enforcement projects (A.1, B.1 and B.5)

4.9.1 WG progress report - *WG Chair (65')*

4.9.2 Mandate amendment - *ECHA Forum Secretariat (10')*

ECHA/Forum-14/2013/4.9.1

ECHA/Forum-14/2013/4_draft_mandates

For discussion

For adoption

Coffee break 10:15-10:45

4.10 Enforceability of restrictions (B.12)

4.10.1 WG progress report - *WG Chair (60')*

4.10.2 Project "Friendlier reading of Annex XVII" – *ECHA (20')*

4.10.3 Mandate amendment - *ECHA Forum Secretariat (10')*

ECHA/Forum-14/2013/4.10.1

ECHA/Forum-14/2013/4.10.2

ECHA/Forum-14/2013/4_draft_mandates

For discussion

For adoption

Item 6 – Transparency and code of conduct on Forum's activities *12:15-13:00*

6.1 Transparency: One of ECHA's values – *ECHA Director A (10')*

6.2 Rules for classification FORUM's documents– *CHAIR (10')*

6.3 Code of conduct: General Principles and guidance for members of the Forum – *ECHA Director A (25')*

ECHA/Forum-14/2013/6.3

For discussion

Lunch Break: 13:00- 14:00

Item 7 – Update on relevant developments presented by the Commission *14:00-15:05*

7.1 Recommendations and findings on enforcement in the REACH Review report: Exchange of views – *COM (30')*

ECHA/Forum-14/2013/7.1a

ECHA/Forum-14/2013/7.1b

For discussion

7.2 State of play regarding the Biocidal Products Regulation - *COM (15')*

7.3 Other relevant developments (e.g. Market Surveillance Legislation)- *COM (20')*

For information

Item 8 – Update on the PIC regulation *15:05-15:45*

8.1 Updates by the European Commission on PIC - *COM (20')*

8.2 Information on the priorities for the implementation of PIC regulation - *ECHA Forum Secretariat (20')*

ECHA/Forum-14/2013/8.2

For information

Coffee break 15:45-16:15

Item 9 – Relevant developments within ECHA *16:15-17:30*

9.1 Cross-Stakeholder Roadmap on improving clarity and accuracy in the CSA – *ECHA (45')*

9.2 CSR format generated by CHESAR – ECHA explains what have been done - *ECHA (20')*

9.3 Updates on ECHA Guidance documents - *ECHA* (10')

ECHA/Forum-14/2013/9.1

For information

Item 10 – Update on cooperation with other enforcement networks *17:30-17:45*

10.1 IMPEL project proposal on the link between Directive on Industrial Emissions (IED) and REACH (update) - *ECHA Forum Secretariat (10')*

10.2 SLIC meeting summary report - *ECHA Forum Secretariat (10')*

For information

Item 11 – Adoption of conclusions from day 2 *17:45-18:00*

For adoption

DAY 3 Thursday 21 March 2013

Item 12 – Practical issues for enforcement of REACH and CLP *09:00-12:15*

12.1 Items raised by Forum/ECHA/COM (leftovers from Forum-13)

ECHA/Forum-14/2013/12
ECHA/Forum-14/2013/12.1_issue2
ECHA/Forum-14/2013/12.1_issue3
ECHA/Forum-14/2013/12.1_issue8

Coffee break: 10:30 – 11:00

12.2 New items raised by Forum members/ECHA

ECHA/Forum-14/2013/12

For discussion

Item 13 - Optimisation of Forum's processes *12:15-15:00*

13.1 Work instruction on processing practical issues for enforcement - *ECHA Forum Secretariat (30')*

ECHA/Forum-14/2013/13.1

Lunch Break: 12:45- 13:45

13.2 Improvement on the organization of the plenary meetings: Coordination meeting with Forum's chairs – *CHAIR (30')*

13.3 Technical adaptation of RoP – ECHA Forum Secretariat (30')

13.4 Report on the participation of invited experts - *ECHA Forum Secretariat (15')*

ECHA/Forum-14/2013/13.2
ECHA/Forum-14/2013/13.3a
ECHA/Forum-14/2013/13.3b
ECHA/Forum-14/2013/13.4

For discussion

Coffee break: 15:00 – 15:30

Item 14 – Reports from the ECHA Forum Secretariat *15:30-16:30*

14.1 Manual of Conclusions - *ECHA Forum Secretariat (05')*

14.2 Report on the "Workshop for enforcement inspectors" (Zagreb, HR) - *ECHA Forum Secretariat (20')*

14.3 Involvement of Serbia as an observer in the Forum plenary meeting -*ECHA Forum Secretariat (10')*

14.4 Update on the Life+ project - *ECHA Forum Secretariat (10')*

14.5 SME initiatives in 2013 by the Member States Enforcement Authorities- *ECHA Forum Secretariat (15')*

ECHA/Forum-14/2013/14.2
ECHA/Forum-14/2013/14.3
ECHA/Forum-14/2013/14.5

For information

Item 15 – AOB *16:30-16:45*

15.1 ECHA's Evaluation report – CHAIR (05')

15.2 Information on Glass Alliance

15.3 Forum meetings' dates 2013/2014

For information

Item 16 – Conclusions and action points from Day 3 *16:45-17:00*

For adoption

Item 17 – Closing of the meeting *17:00*

Closing by the CHAIR

Annex II a

Forum Working Group
"Electronic Information Exchange System"
(Mandate reviewed at Forum-14)

Composition:

Interim Chair: Birte BORGLUM (DK)

Forum Members/Alternates
- Pablo SÁNCHEZ PEÑA (ES)
- Marta OSOWNIAK (PL)
- Paul CUYPERS (BE)

Invited Experts
- Tone Line FOSSNES (NO)
- Maria TARANCON (ES)
- Søren JAKOBSEN (DK)
- Gernot WURM (AT)
- Piergiuseppe CALÁ (IT)
- Axel Dorenbeck (DE)

Commission
- Peter BARICIC

Objectives:

1. Assess to what extent ICSMS fulfils the general functional requirements for the electronic information exchange system (EIES), judge if this extent is sufficient for to satisfy the needs of EIES and define any needed adaptations

Mandate:
- Prepare a justified recommendation for the Forum whether ICSMS can be conditionally accepted as EIES, after considering the proposals provided by the Commission
- Liaise with the Commission to provide any necessary information about WG EIES requests and further specify those change requests which are needed by the Commission to make their implementation proposal
- Maintain a prioritized list of change requests indicating what adaptations need to be made to ICSMS in its further adaptations so that it suits the EIES requirements better
- Investigate if further data would be needed to be exchanged using EIES to implement the horizontal interlinks.

Timeline: Forum-16

Annex II b

Forum Working Group
"Implementation of RIPE"
(Mandate revised at Forum-14)

Composition:

Chair: Pablo SANCHEZ-PEÑA (ES)

Forum Members

- Eugen ANWANDER (AT)
- Eleni FOUFA (EL)

Invited Experts

- Barbro SILLREN (SE)
- Paolo IZZO (IT)
- Andrea MAYER-FIGGE (DE)
- Søren JAKOBSEN (DK)
- Telmo PRAZERES (PT)
- Georg HERB (DE)

Objective:

Support the implementation of the REACH Information Portal for Enforcement (RIPE) allowing inspectors access to data submitted to ECHA

Mandate:

- Provide input during preparation, development and implementation of RIPE 2.0
- Prepare specification for any further screening or statistics reports
- Contribute to preparation and delivery of RIPE training for SPOCs /MS RIPE Administrators related to the practical examples of use of RIPE in daily enforcement.

Timeline:

- Forum 16

Annex II c

Forum Working Group
"Training for enforcement trainers 2013"
(Mandate revised at Forum-14)

Composition:

Chair: *Eugen ANWANDER (AT)*

Forum Members

- *Mariano ALESSI (IT)*
- *Mihaiela ALBULESCU (RO)*

Invited Experts

- *Celsino GOVONI (IT)*
- *Louise HANLEY (UK)*
- *Hubert RÖCKER (DE)*
- *(NO) tbc*
- *Ewa Bulwan-Tulkowska (PL)*
- *SLIC-CHEMEX*

Commission

Objective:

- Prepare and deliver the training for trainers on the enforcement of REACH and CLP in second half of 2013

Mandate:

- Examine the training subjects relevant for enforcement for second half of 2013 and prepare a subject proposal to the Forum 14
- Prepare materials necessary for the training such as presentations or documents
- Actively conduct the training event with support from other Forum members, ECHA and COM and other experts in specific topics as necessary
- Collect and summarise the recommendations and reactions of participants and formulate a draft training programme for the next training, such as Intermediates…

Timeline:

- before Forum-14: conclude on list of subjects and prioritisation
- Forum-17: final report

Annex II d

Forum Working Group on

"Preparation of Forum Work Programme 2014-2016 and review of best practice documents"

(Mandate confirmed in Forum-14)

Composition:

Chair: *Katja VOM HOFE (DE)*

Forum Members

- *Tasoula KYPRIANIDOU-LEONTIDOU (CY)*
- *Gro HAGEN (NO)*
- *Agneta WESTERBERG (SE)*
- Eugen ANWANDER (AT)
- Mike POTTS (UK) Vice Chair
- Vincent DESIGNOLLE (FR)
- Annette EKMAN (FI)

Invited Experts

- *Hannah DOHERTY (UK)*
- *Pia Gitte PETERSEN (DK)*

Commission

- Miguel AGUADO-MONSONET DG ENTR

Objective:

- Review and prepare the Forum Work Programme for years 2014-2016
- Ensure that the Forum's multi-annual work programme is consistent , where applicable, with the emphasis spelt out in the Agency's Multi-Annual Work Programme 2014 to 2018
- Provide input to the updates of the MAWP and the Annual Work Programmes of ECHA
- Consider the Commission's view regarding the review of REACH, where applicable
- Review, prioritise and update the best practise documents taking into consideration the PIC regulation (based on the feedback from Forum Members)

Mandate:

- On the basis of the review, finalise the Forum Work Programme 2014-2016;

Timeline:

Forum-16, October 2013 – Finalise the Work Programme in line with comments received at Forum and from ECHA Management and send for adoption in written procedure with aim to have the Work programme in 2014 operational.

Annex II e

Forum Working Group
"REACH-EN-FORCE-2 project:
Obligations of Downstream Users - formulators of mixtures"
Work Package A.1
(Mandate revised at Forum-14)

Composition:

Chair: Natali PROMET (EE)

Forum Members/Alternates
- Marta OSOWNIAK (PL)

Invited Experts
- Hannah DOHERTY (UK)
- Lutz ERDMANN (DE)
- Marina KARRO (EE)
- Maria TARANCÓN ESTRADA (ES)
- Cecilia WESTOO (SE)
- Maren WIKHEIM (NO)

Objective:
- Coordinate and manage the operational and reporting phase of the REACH-EN-FORCE-2 project

Mandate:
- Revise the project manual further to comments submitted at Forum-8
- Coordinate and provide consulting assistance to the national project coordinators from the participating countries within the operational and reporting phase of the project,
- Supply the national coordinators with up-to-date versions of project documents
- Collect and compile results from the national coordinators
- Prepare final project report and present it to the Forum plenary
- Elaborate guidance for REACH & CLP enforcers on the basis of manual and experience obtained in the project

Timeline:
- Q2 2013, reporting to the Forum at each plenary
- Interim results from the project – Forum-13
- Draft project report + statistic analysis – Forum-14
- Final project report (for publication) and guidance – Forum-15

Annex II f

Forum Working Group

"Preparation of coordinated enforcement project REACH-EN-FORCE-3" - Work Package A.1

(Mandate revised at Forum-14)

Composition:

Chair: Paul CUYPERS (BE)

Forum Members

Jos VAN DEN BERG (NL)
Eugen ANWANDER (AT)
Shirley MIFSUD (MT)
Pablo SÁNCHEZ PEÑA (ES)
Anne-Catherine ALFANO (FR alternate)

Invited Experts

Alfred EBNET (DE) (customs)
Paivi SIMPANEN (FI) (customs)
Panagiotis GIMNAOU (CY)
James GUERRIER (FR) (customs)
Ruta Birute DAUKSIENE (LT) (customs)
Maria Letizia POLCI (IT)
Andrew BUTTIGIEG (MT) (customs) tbc
Sibyle WURSTHORN (DE)

Commission
Janusz Zielinski (COM)

Objective:

- conceive and manage the third major Forum enforcement project

Mandate:

- Prepare a document identifying and proposing priority of possible subjects for third Forum enforcement project, considering the project prioritisation criteria
- Subject proposals shall include an aspect where the procedure of cooperation with customs could be tested
- After the subject is approved by the Forum, develop the project manual (guidance document, checklist, planning, recommendations) for the execution of the third Forum enforcement project
- Prepare and deliver the training for project national coordinators
- Management of the Operational phase
- Management the Reporting phase: Follow-up operational phase, collect the results and draft project evaluation

Timeline:

- Subject proposals and prioritisation: 1 September 2010
- Approval of the REF-3 subject : Forum-10
- Project manual: Q3 2012 (written procedure)
- Prepare and deliver the training for project national coordinators:Q4 2012 – Q1 2013
- Operational phase: 01 February 2013 – 31 August 2013
- Reporting phase (National Coordinators): 01 September - 31 October 2013
- Evaluation phase: 01 November – 31 December 2013
- Final report with the WG recommendations: 01 February 2014 (Forum 17)

Annex II g

Forum Working Group

"Horizontal methodology for a harmonised elaboration, management, reporting and evaluation of Forum coordinated enforcement projects" - Work Packages A.1, B.1 and B.5

(Mandate established at Forum-10)

First revision – Forum-12

Composition:

Chair: Mike POTTS (UK)

Forum Members
Katja VOM HOFE (DE)
Birte BØRGLUM (DK)
Paul CUYPERS (BE)
Rui CABRITA (PT)
Agneta WESTERBERG (SE)

Invited Experts
Andrea MAYER-FIGGE (DE)
Aleksandra MOCZULAK (PL)
Gisela HOLZGRAEFE (IMPEL)

Commission
Miguel AGUADO-MONSONET (COM)

Objectives:

- Draft the consolidated final report of the REACH-EN-FORCE-1 (REF-1) project **(completed)**
- Set up a methodology for a harmonised elaboration, management, reporting and evaluation of Forum coordinated enforcement projects. This methodology would take into account the experience gathered on enforcement methods and enforcement practice when dealing with REF-1, REF-2 and PAH projects (and later on with REF-3 and potentially other projects)
- Elaborate a draft document (to be adopted by the Forum) retracing this methodology

Mandate:

- Compile the facts reports regarding REF-1 project and draft a final project report considering the revision of conclusions and recommendations from the WG REF-1 adopted by Forum **(completed)**

- Set up a methodology for a harmonised elaboration (including selection, prioritisation, manual elaboration, identification of success criteria), management (including implementing, training, assistance to the national coordinators), reporting (including reporting tools, data analysis and drawing of conclusions and recommendations for further actions) and evaluation (including indicators) of Forum coordinated enforcement projects.
- Draft, in cooperation with the ECHA Forum Secretariat, a document retracing this methodology. It will include a procedure reflecting the method adopted (including time-schedule).
- Liaise with national coordinators from REF-1, REF-2, ex-members of REF-1 and members of the WG REF-2 as far as possible. Later on, liaise also with members of REF-3 and potentially other projects.

Timeline:

- Draft the consolidated REF-1 Project Report : **December 2011 (completed)**
- Present to Forum a progress report on setting up the methodology for a harmonised elaboration, management, reporting and evaluation of Forum coordinated enforcement projects : **Forum-12, Forum-13, Forum-14**
- Propose a draft document retracing this methodology : **Forum-15**

Annex II h

Forum Working Group
"Enforceability of restrictions"
Work Package B12
(Mandate revised at Forum-13)

Composition:

Chair: Paul CUYPERS (BE)

Forum Members/Alternates
- Mariano ALESSI (IT)
- Jos VAN DEN BERG (NL)
- Maria Letizia POLCI (IT Alternate)
- Mervi LEIKOSKI (FI Alternate)

Invited Experts
- Karin RUMAR (SE)
- Rachael ALLEN (UK)
- Tone Line FOSSNES (NO)
- Leonello ATTIAS (IT)
- Uwe LICHT-KLAGGE (DE)
- Marek DUSZYNSKI (PL)
- Philipp HOHENBLUM (AT) - AM
- Werner ALTKOFER (DE) - AM
- Durk SCHAKEL (NL) - AM
- Siru VILJAKAINEN (FI) - AM
- Skirmante AMBRAZIENE (LT) - AM
- George TSAGAROPOULOS (EL)- AM
- Julia GONZALEZ GUTIERREZ (ES)- AM
- Carolina FERRANTI (IT) - AM
- Kevin PITCHFORD (UK)- AM

European Commission
- Patricia HUALDE GRASA (COM)

Objective:

Facilitate the enforceability of restrictions

Mandate:

- Prepare the draft Forum advice on enforceability of proposals for restrictions within Annex XV dossiers that are in conformity with the REACH requirements, taking into account the comments of the Forum members

- Propose a methodology for recommending analytical methods. After this methodology is elaborated, propose the elaboration of a compendium of recommended analytical methods in liaison with stakeholders and other relevant bodies.
- Propose a manual intended to assist the control of compliance with Annex XVII restrictions in close cooperation with ECHA

Timeline:

31 December 2014, reporting at each plenary meeting

Annex III

List of meeting documents and presentations in Forum-14

Documents and presentations uploaded in CIRCABC per Agenda Point

AP	Documents/Presentations (PPT)	Number
1.2	Agenda_Forum-14_final_clean	ECHA/Forum-14/2013/A/final
1.3	AP 1.3 conclusions and action points F-13	ECHA/Forum-14/2013/1.3
1.4	(PPT) AP 1.4 Written Procedure Report and House Rules_F14	
3.1	room doc_AP 3.1 RCOM_to_Follow-up to dossier evaluation strategy document - comments after F13	ECHA/Forum-14/2013/3.1
	(PPT) AP 3.1 ECHA_FUP status_SONC	
3.2	(PPT) AP 3.2 ECHA_Article 36_Nanomaterials	
3.4	AP 3.4 Interlinks, First Statistical Information RIPE	ECHA/Forum-14/2013/3.4
3.5	(PPT) AP 3.5 ECHA_Questionnaire on SiA activities in MS	
4	Mandates of all WGs	*ECHA/Forum-14/2013/4_draft_mandates*
4.1.1	AP 4.1.1 Progress Report EIES	*ECHA/Forum-14/2013/4.1.1*
	AP 4.1.1 Annex E. ICSMS Change requests table - Final ordered by priority	-
	AP 4.1.1 Annex D. ICSMS assessment grid – final	-
	(PPT) AP 4.1.1 WG EIES Forum-14 presentation	
4.2.1	AP 4.2.1a Progress report WG RIPE	*ECHA/Forum-14/2013/4.2.1a*
	AP 4.2.1b RIPE Survey 2012 - analysis of results	*ECHA/Forum-14/2013/4.2.1b*
	(PPT) AP 4.2.1 RIPE project update	
4.3.1	(PPT) AP 4.3.1 Training 2013 topics	
4.4.1	AP 4.4.1 Progress report WG MAWP	*ECHA/Forum-14/2013/4.4.1*
4.5.1	AP 4.5.1. Progress Report on the Forum Pilot Project on Intermediates	*ECHA/Forum-14/2013/4.5.1*
4.5.2	(PPT) AP 4.5.2 ECHA_Follow-up Intermediates	
4.5.3	(PPT) AP 4.5.3 ECHA_Status of automated screening of intermediates	
4.6.1	AP 4.6.1a Progress Report WG REF-2	*ECHA/Forum-14/2013/4.6.1a*
	AP 4.6.1b REF-2 draft project report	*ECHA/Forum-14/2013/4.6.1b*
	(PPT) AP 4.6.1 REF-2 - draft project report	
4.7.1	AP 4.7.1 Progress report WG REF3	*ECHA/Forum-14/2013/4.7.1*

4.8.1	AP 4.8.1 Progress report pilot Interlinks OR and PPORDs	*ECHA/Forum-14/2013/4.8.1*
4.9.1	AP 4.9.1 WG horizontal project methodology progress + Annex IV	*ECHA/Forum-14/2013/4.9.1 + Annex*
	(PPT) AP 4.9.1 WG Horizontal Methodologies Progress Report	
4.10.1	AP 4.10.1 WG Enforceability of Restrictions	*ECHA/Forum-14/2013/4.10.1*
	(PPT) AP 4.10.1 Progress Report WG Restrictions	
4.10.2	AP 4.10.2 ECHA_Project Friendlier reading of Annex XVII	*ECHA/Forum-14/2013/4.10.2*
	(PPT) AP 4.10.2 Friendlier reading of Annex XVII	
6.1	(PPT) AP 6.1 ECHA_Transparency	
6.3	AP 6.3 General Principles Code of Conduct	*ECHA/Forum-14/2013/6.3*
7.1	AP 7.1a Recommendations on enforcement in the REACH Review report	*ECHA/Forum-14/2013/7.1a*
	AP 7.1b Enforcement indicators	*ECHA/Forum-14/2013/7.1b*
	(PPT) AP 7.1 REACH review_Enforcement	
7.2	(PPT) AP 7.2 COM_C&L under BPL	
7.3	room doc_AP 7.3 REACH-CLP and Customs_15Mar13	ECHA/Forum-14/2013/7.3
	(PPT) AP 7.3 Update on COM issues	
8.1	(PPT) AP 8.1 COM_PIC	
8.2	AP 8.2 Priorities implementation of PIC	*ECHA/Forum-14/2013/8.2*
9.1	AP 9.1 ECHA_CSR Roadmap_130304	*ECHA/Forum-14/2013/9.1*
	(PPT) AP 9.1 ECHA_CSR Roadmap	
9.2	(PPT) AP 9.2 ECHA_CSR Format_ChESAR	
9.3	(PPT) AP 9.3 ECHA_Guidance	
10.1	AP 10.1 Compilation_comments_IMPEL project	*ECHA/Forum-14/2013/10.1*
10.2	AP 10.2 SLIC meeting summary report	*ECHA/Forum-14/2013/10.2*
12	AP 12 Practical_issues for enforcement_Forum-14_List_final	*ECHA/Forum-14/2013/12*
12_i2	AP 12.1_issue2_COM Position on Article 33	*ECHA/Forum-14/2013/12.1_issue2*
12_i3	AP 12.1_issue_3_NL_REACH case study	*ECHA/Forum14/2013/12.1_issue3*
	(PPT) AP 12.1_issue3 NL pilot project to digitalize SDSs 2012	
12_i8	AP 12.1_issue_8_IT_compiled comments FM	*ECHA/Forum-14/2013/12.1_issue8*
12_i9	room doc_AP 12.1_issue9_ Asbestos in Cars	ECHA/Forum-14/2013/12.1_issue9
12_i10	(PPT) AP 12.1_issue10_ NL result 2013 project on CMRs	

12_i12	(PPT) AP 12.2_issue12_ECHA_Suspensive effect	
13.1	AP 13.1 ECHA_WIN_Process Practical issues	*ECHA/Forum-14/2013/13.1*
	(PPT) AP 13.1- WIN PPIE	
13.2	AP 13.2 Summary of coordination meeting	*ECHA/Forum-14/2013/13.2*
13.3	AP 13.3a Forum_RoPs__draft_amendment	*ECHA/Forum-14/2013/13.3a*
	AP 13.3b ROP_Forum_14_doc	*ECHA/Forum-14/2013/13.3b*
	room doc_AP 13.3 Revised_mandate_WG_members_restrictions	ECHA/Forum-14/2013/13.3
13.4	AP 13.4 Report on the participation of invited experts	*ECHA/Forum-14/2013/13.4*
	(PPT) AP 13.4 Invited experts evaluation	
14.2	AP 14.2 Report Workshop Enforcement_Zagreb	*ECHA/Forum-14/2013/14.2*
	(PPT) AP 14.2. Workshop for Enforcement Inspectors	
14.3	AP 14.3 Involvment of Serbia as an observer	*ECHA/Forum-14/2013/14.3*
14.3	(PPT) AP 14.3 ECHA_Serbian request to observe	
14.4	(PPT) AP 14.4. LIFE+Exchange of Inspectors	
14.5	AP 14.5 SME initatives in 2013 in the MS	*ECHA/Forum-14/2013/14.5*
	(PPT) AP 14.5 SMEs	

Annex IV. Glossary of acronyms and abbreviations

AMS: Regulation (EC) No 765/2008 concerning the Accreditation and Market Surveillance

ATP: Adaptation of technical progress

CARACAL: MSCA Committee for REACH and CLP

CCH: Compliance checks

CEN: European Committee for Standardisation

C&L: Classification and Labelling

CLH: Harmonised Classification and Labelling

CLP or CLP Regulation: Regulation (EC) No 1272/2008 on Classification, Labelling and Packaging of Substances and Mixtures

CMR: a substance or mixture which is carcinogenic, mutagenic or toxic to reproduction

COM: European Commission

DCB: Dichlorobenzene

DG: Directorate General at Commission

DSD: Decision Support Documents

DPD: Dangerous Preparations Directive

ECHA: European Chemicals Agency

EEA: European Economic Area

EIES: Electronic Information Exchange System

ENTR: DG Enterprise and Industry at the European Commission

ENV: DG Environment at the European Commission

EPG: Enterprise Policy group

EU: European Union

ECHA Forum-S: Forum Secretariat

ICSMS: The internet-supported information and communication system for the pan-European market surveillance of technical products

KPI: Key performance indicators

MAWP: Multi Annual Work Program

MB: the Management Board of ECHA

MS: Member States

MSC: Member States Committee

MSCA: Member State Competent Authority

NEAs: National Enforcement Authorities

OSH: Occupational safety and health

PBT: Persistent, Bioaccumulative, Toxic substances

PEG: Partners Expert Group

PVC: Polyvinyl chloride

RAC: Risk Assessment Committee

RAPEX: EU rapid alert system

R&D: Research and Development

REACH and REACH Regulation: Regulation (EC) No 1907/2006 concerning the Registration, Evaluation, Authorisation and Restriction of Chemicals

REF-1: REACH-EN-FORCE 1, 1st Coordinated Enforcement Project of the Forum focusing on pre(-)registration and SDSs provisions of REACH

REF-2: REACH-EN-FORCE 2, 2nd Coordinated Enforcement Project of the Forum

REF-3: REACH-EN-FORCE 3, 3rd Coordinated Enforcement Project of the Forum

RIPE: REACH Implementation Portal for Enforcers - IT system for Enforcers

RMO: Risk Management Options

RoP: Rules of Procedure

SDS: Safety Data Sheet

SEAC: Socio Economic Analysis Committee

SIEF: Substance Information Exchange Forum

SME: Small and Medium Sized Enterprises

SONC: Statement of Non-Compliance

SPOC: Single Points of Contact

TPE: Testing Proposal Evaluation

vPvB: very Persistent and very bioaccumulative substances

WG: Working Group of the Forum

WP: Work Programme of the Forum