Forum-17/M/2014 – PUBLIC
Adopted on 18/06/2014

Minutes of the 17th meeting of the Forum for Exchange of Information on Enforcement Helsinki 25-27 March 2014

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I. Summary record of the proceedings

Item 1 – Welcome and introduction

1.1 Opening by the Chair of the Forum

The Vice-Chair welcomed all the participants. He informed the Forum members about the presences and absences. He announced the apologies from UK, LI and IS and informed on the appointed proxies.

The Vice-Chair informed that the quorum requirement was met and that the meeting was being recorded for the purpose of writing minutes that would be destroyed after the adoption of the minutes.

1.2 Adoption of the agenda

The Vice-Chair indicated the changes in the Agenda (Annex 3). One new AOB item was suggested to inform the Forum on the Hungarian national campaign on chemical safety for pre-school children. The agenda was adopted.

1.3 Declarations of conflict of interest with regard to agenda items

The Vice-Chair requested all participants to declare any potential conflicts of interest for any of the agenda items, according to Article 9(2) of the Forum Rules of Procedure. No conflicts of interest were declared in the meeting.

1.4 State of play with action points from Forum-16

The ECHA Forum Secretariat informed on the status of action points from Forum-16.

1.5 Practicalities and brief recapitulation of results of the written procedures between Forum-16 and Forum-17

The ECHA Forum Secretariat presented the results of the written procedures between Forum-16 and Forum-17.

Item 2 – Election of the Chair and Vice-Chairs of the Forum

The Forum elected, from among the members, the new Chair and Vice-Chairs of the Forum. Before the election, all the candidates explained their motivations to the plenary.

Szilvia Deim (HU) was re-elected as the Chair starting from 1 March 2014. Katja vom Hofe (DE) was elected as the Vice-Chair starting from 1 March 2014 and Eugen Anwander (AT) was re-elected as the Vice-Chair starting from 15 May 2014.

The elected Chair of the Forum took over the chairing of the meeting.

Item 3 – Address by ECHA's Executive Director (ED)

The ED congratulated the elected Forum Chair and Vice-Chairs and welcomed close ties with ECHA's senior management for the success of implementing the EU chemicals safety legislation.

He congratulated the WG Forum's Multi-annual Work Programme (MAWP) for their work and for integrating ECHA's proposals of defining the Forum policy objectives based on the information collected from the Member States. He invited

the WG to propose a method for the Forum to define its policy objectives for the future. He indicated that it will be an important point to clarify before defining the next Forum MAWP.

He highlighted that authorisation was a critically important process for meeting the objectives of the REACH Regulation and, in particular, for protecting human health and the environment. It was also an area where there was not much enforcement experience. Thus, he supported the pilot project on authorisation, proposed by ECHA, and encouraged the Forum to adopt it and initiate the coordination actions related to the authorisation provisions.

He stressed the importance of the Interlinks project, that was operational for more than a year and that ECHA's experience has been very positive. He also thanked the NEAs for their valuable feedback. He appreciated the time for discussing this issue in the plenary and would welcomed the re-establishment of a WG in Interlinks.

He informed that the amendment of the Biocidal Products Regulation (BPR) did not establish an extended role for the Forum, but had foreseen a new task for ECHA to support Member States in their enforcement actions. He stated that ECHA's new task will be realised very concretely by expanding RIPE to also include information relevant for BPR inspectors. He proposed to the Forum to support the WG RIPE in assisting the ECHA Secretariat with the implementation of this new expansion of RIPE.

He informed that, at the demand of the European Court of Auditors, a qualification to the annual declaration of assurance that accompanies ECHA annual activity report for 2013 was made for the first time. He informed the discharge authority that, with regard to the implementation of the legislations and the fee regulations, the assurance was limited to the field of competence of the Agency. He explained that since ECHA's mandate does not include control or inspections at national level, it cannot be confirmed that only registered or authorised substances and products, for which a fee has been paid to the Agency, were circulating on the European Union market. In reality, enforcement authorities were the only instances that could assure that duty holders declare the right information to ECHA and appropriate fees/authorisations could be established. ECHA relied on inspectors to undertake spot checks to avoid free riders on the EU market.

The Chair added that it would be necessary to evaluate how the enforcement issues could be addressed at European level. It would be necessary to highlight the available national resources and possibly enhance cooperation with ECHA.

Item 4 – Forum's enforcement activities - Work Packages

4.1 Electronic Information Exchange System - EIES

4.1.1 WG progress report

The WG Chair presented the status of the work of this WG. Their latest focus was on assessing if the ICSMS tool used for exchange of information on market surveillance could be used as a REACH/CLP information exchange system. The Forum was informed that COM responded positively towards changing ICSMS to accommodate inspectors' requirements and it was committed to fulfilling the WG requests. Thus, the WG recommended that ICSMS should be suitably used as EIES after the requested changes were implemented. Until all the conditions are fulfilled, inspectors should continue to use RIPE as the interim information system.

The WG requested from COM for the tool to be translated into all national languages. ICSMS is already available in all languages but the translation of the interface fields needs to be done at the national level.

The WG will continue cooperating with COM in the implementation of the required changes and test it before it is released. COM was invited to report the status of the implementation of the conditions in the future plenary meetings.

The WG, with the support of COM, will prepare training on the use of ICSMS with the REACH/CLP features. The WG committed to developing a guidance document for the use of ICSMS as EIES.

For the enforcement of the PIC Regulation, the Forum must agree on which existing tools (EIES or RIPE) would be appropriate to exchange PIC information. The WG proposed that such analysis could be done in close collaboration with the WG RIPE. The WG EIES would then make a recommendation to the Forum of the most appropriate tool and the Forum could make an informed decision.

The ECHA Secretariat added that the WG RIPE will have to evaluate the IT/inspectors' information needs related to PIC enforcement. In this exercise, much information will be gathered and, in parallel, this WG could also analyse the PIC information exchange requirements that could be used to support the decision of the WG EIES on its recommendation.

COM informed that current ICSMS already included information on the BPR and recommended the WG to investigate if it also included information on PIC. He alerted that if additional requirements were needed, it must be kept in mind that the project has a limited budget and timeline (request for additional requirements by Q4 2014).

It was clarified that ICSMS will need more dissemination at national level. Currently, each Member state mandated an authority for the use of ICSMS. The security requirements for this tool are lighter than RIPE but some requirements for user management must be in place (local administrator in national authorities). ICSMS is a tool owned by COM hence no further costs were foreseen for national authorities on its implementation.

The Forum supported the WG recommendations and accepted ICSMS as the Electronic Information Exchnage System for REACH and CLP inspectors.

4.1.2 Mandate amendment

The Forum has updated the mandate to include the new tasks of the WG. At the request of some Forum members, a task was added to assess whether ICSMS can be used for the exchange of information on C&L related to biocidal products. The mandate was adopted.

4.2 Implementation of RIPE

4.2.1 WG progress report

The WG Chair briefed the Forum on the progress of the WG, indicating in particular the successful RIPE training that was organised in Januart 2014.

He stressed that although the Forum was not specifically mandated to coordinate the enforcement of the BPR, in light of ECHA intention of expanding RIPE to cover BPR features, the WG RIPE proposed to take the task of analyzing what BPR related changes need to be made to RIPE at the request of the BPR MSCAs. Since in many Member States, authorities for enforcement of the BPR are the same as for enforcement of REACH and CLP, the WG suggested to use and share the WG members' expertise to help ECHA provide support to BPR inspectors.

4.2.2 RIPE project progress report

The ECHA Secretariat informed the Forum on the status of the RIPE project. The RIPE 2 (future name: RIPE Portal dashboard) implementation phase was accepted and would start in April 2014. First version was expected to go live in Q1 2015.

The project will also investigate what new IT features could facilitate interlinks processes and ECHA would invite the Forum members/focal points to submit feedback on ways to better achieve it.

The WG RIPE would assess the data requirements for enforcing the PIC Regulation based on the documentation developed by the Forum PIC taskforce. ECHA would then decide if it would support the expansion of RIPE or if it would provide access for inspectors to the ePIC tool.

The ECHA Secretariat informed that automated refreshes of RIPE data would be done weekly, starting in April.

In the new revision of the BPR, there was no task for the Forum regarding the enforcement of this regulation. However, ECHA was allocated a task to support inspectors in their enforcement activities regarding the BPR using existing structures. Due to security requirements, R4BP3 (as REACH-IT) was not going to be available for BPR inspectors and ECHA decided to expand RIPE. In addition, many authorities already using RIPE would also be responsible for the enforcement of the BPR. Hence, the WG suggested providing their know-how and help in the defining of the needed BPR features for the new module in RIPE. Experts on enforcement of the BPR would be invited to participate in this WG to reinforce the resources in the WG.

The WG Chair explained that no work should start until requested by the BPR MSCAs. A WG member stressed that the WG proposal was a pragmatic and proactive one. ECHA Secretariat explained that information collected at Forum-16 showed that more than half of the countries REACH NEAs were also responsible for the enforcement of the BPR. ECHA Secretariat agreed that it was not a formal task of the Forum and support to BPR tasks can only be done on a voluntary basis. However, by using the resources of the Forum (WG RIPE) ECHA could be more efficient in supporting the BPR inspectors.

A Forum member suggested for ECHA to allocate experts from amongs staff and to liaise with the BPR Committee, BPR MSCA and BPR NEA for obtaining for other experts.

4.2.3 Mandate amendment

The mandate was revised and a task was added for the WG to help ECHA define the BPR requirements, subject to a request from the BPR MSCAs. The mandate was adopted by the Forum. Invited experts in the field of the BPR would only participate in the specific BPR tasks of the WG.

The ECHA Secretariat clarified that they would inform the BPR MSCAs that Forum mandated this WG to help define requirements develop a new module concerning the information for BPR inspectors in RIPE and seek their agreement for this proposal.

4.3 Project on authorisation

4.3.1 Revised project proposal

The ECHA Forum Secretariat presented a project proposal for a pilot project on authorisation of selected substances with sunset dates that will soon elapse.

The ECHA Secretariat added that the NEAs would receive information on all dossiers (and respective companies) submitted for substances in scope of the project in order to better target the inspections.

COM welcomed the project and stated that it was important to collect experiences from the authorisation process to set up harmonised enforcement activities under this process.

There was a preference from the Forum to initiate the operational phase in 2015.

The Forum established a WG "First Forum Pilot Project on Authorisation" to steer such a pilot project, focusing on establishing the mechanism of inspection activities of the authorisation process and gather experiences.

4.4 REACH-EN-FORCE-3

4.4.1 WG progress report

The WG Chair presented the main findings of the project and some provisional recommendations.

COM appreciated the results and the feedback from the National Coordinators (NCs) on the cooperation with customs. COM would address the challenges reported and make proposals on how to address them in future Forum meetings. He stressed that it would be a positive signal if all 31 EEA countries could participate in such projects.

A WG member informed that the feedback from the NCs would be incorporated in the report during the revision of the document. It is an objective of the WG to have a full analysis of the process of cooperation with customs for the final (phase 1 and 2) REF-3 report.

A Forum member highlighted that the reported inspections were a fraction of the inspections carried out under the umbrella of the project. Confirmation on the role of the company in the supply chain was only possible after an inspection and in many cases the company investigated turned out to be not in the scope of this project (distributor or DU).

The WG Chair advised caution on the assessment of the cooperation with customs since it must be kept in mind that the national legislation and internal procedures must be respected. The WG could also suggest measures for improvement that have not been fully explored in some countries.

The Forum agreed to publish preliminary information from the report in ECHA's press release.

4.4.2 Mandate amendment

The mandate was revised and adopted by the Forum.

4.5 Prioritisation of REF projects

4.5.1 REF-4 project – kick off discussion

ECHA Secretariat informed on the proposals for REF projects collected until the meeting. Two proposals from COM were still under preparation.

4.5.2 Mandate amendment

The Forum reviewed and adopted the mandate of the WG.

4.6 Enforceability of Restrictions

4.6.1 WG progress report

The ECHA Forum Secretariat presented the status of the work of this WG and informed on the work programme of the WG for 2014 and the distribution of dossiers amongst the members of the WG. The Forum Secretariat presented a proposal aimed at improving the assessment on enforceability of restriction proposals made by dossier submitters. It is the view of the WG Enforceability of Restrictions that the dossiers could be improved if MSCAs preparing a proposal would consult the national Forum member before the dossier is submitted to ECHA. It is also suggested that the Forum's guide for elaborating advice on restriction proposals (GDAERF) is revised by the Forum and then consulted with the MSCAs with a view to enhance the common understanding of the enforceability elements assessed by the Forum when examining a restriction proposal.

Forum members were asked to agree on this possible cooperation with their CAs during the elaboration of restriction proposals. With this pre-agreement of the Forum, it would be possible to send this proposal to the CARACAL Taskforce elaborating on efficiency improvements of the restriction process. The Forum was also asked to agree on the revision of the GDAERF and the further consultation with the MSCAs. The next meeting of the efficiency taskforce would take place on 7 May 2014. The Secretariat informed that the Forum is not part of the CARACAL taskforce and therefore the influence of the Forum Secretariat on the discussions of this taskforce is quite limited and this task force did not consider enforceability elements as one of its priorities.

A Forum member requested additional time to consider these cooperation proposals and suggested a written commenting round after the meeting. The ECHA Forum Secretariat agreed to collect the feedback from the Forum members with a view to formulate the actual proposal and keep the Forum informed about this.

Some of the results of a survey sent by ECHA to the MSCAs and RAC and SEAC members on the efficiency of the restriction proposals were presented. The survey included some questions relevant to the Forum. It was observed that SEAC identified the Forum's advice on the enforceability as essential to elaborate its opinion on enforceability (RAC and MSCA considerations of this question ranked lower). Proposals for improving the involvement of the Forum in the restriction process were presented, that could be included in the new version of the Guide. The full results of the survey will be discussed in the next taskforce and CARACAL meetings and could be provided to the Forum.

The ECHA Secretariat clarified that it is in the remit of dossier submitters, RAC and SEAC to choose whether to take on board the advice made by the Forum. More emphasis on the enforcement consequences should be better communicated and more practical examples could be given in the draft advice. It was suggested to the Committees to provide their reasoning behind the non-incorporation of Forum's advice that could be transmitted as well when the opinion is delivered by the Committees so that the Commission could make a well-informed decision.

It was also decided to launch a survey during the meeting to collect the information about the intentions of the Forum members on whether they planned to submit the information about the analytical methods used in their countries to check compliance with Annex XVII restrictions.

4.6.2 Friendly reading of Annex XVII

The ECHA Secretariat updated the Forum on the project and its parallel project "Better understanding of Annex XVII" that identifies issues concerning the Annex XVII entries that would benefit from further clarifications. ECHA thanked the Forum for its input.

He informed that it was planned to publish a guidance/Q&A document containing the clarification of the definitions and terms used for restrictions in toys/childcare articles and textiles/oil lamps.

He indicated that a list of unpublished Q&As addressed during the last years, and even before REACH came into entry, were collected. Such a list was disseminated to Forum and Helpnet and would be regularly updated. He added that some of the items on the list might become public in the future as a natural development of the project.

COM highlighted that the date of entry into force of the restriction needs to be weighted when prioritising.

The Forum welcomed this project that helps in the harmonisation of the interpretation of restrictions and facilitates communication amongst NEAs and Industry.

4.6.3 ECHA study on estimating administrative burden of enforcing restrictions

The ECHA Secretariat presented its study aimed at consolidating the available information about the cost of enforcing restrictions and to provide recommendations for the assessment of enforcement costs in the context of socio-economic analysis (SEA) as part of the restriction dossiers.

Some Forum member expressed that it was difficult, if not impossible, for a Member State to estimate the cost for the enforcement of a restriction. In addition, cost must be seen in the overall context of all restrictions for which the cost for a single restriction could be considered irrelevant. Forum commented that the estimations presented were high and questioned the reliability of the sources and background of such figures.

The ECHA Secretariat clarified that the presented figures are based on data extracted from several studies that were conducted in the context of the REACH Review 2012. The aim of the ECHA study on administrative burden was not to determine the actual cost of enforcing individual restrictions but to indicate the order of magnitude of the average enforcement cost. The developed cost estimate could be used by dossier submitters in the SEA part of their restriction proposal whenever more detailed information on enforcement is not available to the dossier submitter.

A Forum member suggested including some reflection on the real costs of the projects (e.g. future project on restrictions) in the future REF reports.

4.6.4 Mandate amendment

The Forum reviewed and adopted the mandate of the WG.

4.7 Training for enforcement trainers 2014

4.7.1 WG progress report

The WG Chair informed the Forum on the preparation of the next training event in Q4 2014 and presented the proposals for the training topics and case studies.
The Forum discussed whether it would be beneficial to focus on specific topics (and in less number) instead of a more general training (and in greater number).
Topics related to SDS/eSDS, exposure scenario in eSDS, classification and labelling of mixtures were suggested by a number of Forum members. A Forum member suggested including an issue on packaging in the CLP topic. Another Forum member proposed to invite other networks (e.g. SLIC Chemex) to conduct some training.
The WG Chair clarified that the prioritisation of the topics was done by assessing the proposals from Forum members.

COM welcomed the topic/case study on the collaboration with customs and stressed that DG TAXUD prepared a practical document on this issue that was already translated into all national languages.

4.7.2 Mandate amendment

The Forum reviewed and adopted the mandate of the WG.

4.8 PIC taskforce

4.8.1 PIC taskforce document

The ECHA Forum Secretariat presented the document produced by this taskforce to provide information to the WG MAWP on the Forum's tasks regarding the PIC Regulation. The last comments received from COM were presented. Forum discussed particular entries of the document and suggested small amendments.

A Forum member raised some concern on the great number of enforceable issues. Such a comprehensive list could be used for the update of the Forum's best practice documents but prioritisation of the issues might be useful for NEAs.

A Forum member suggested that customs authorities could provide feedback on how they see the enforcement of the PIC Regulation and how to improve. COM volunteered to liaise with DG TAXUD and DG ENV for further information on how these issues were perceived by customs.

The document was adopted with the changes presented.

The ECHA Forum Secretariat informed that the document would be available for the designated national authorities (DNAs) meeting.

The ECHA Forum secretariat would contact the Forum members in the course of this year to update ECHA's website with their Member State information on the responsible institutions for the enforcement of the PIC Regulation.

4.8.2 Mandate amendment/closure

This mandate was updated and closed.

4.9 Forum's Multi-annual Work Programme (MAWP) 2014-2018

4.9.1 WG report: Final MAWP 2014-2018

The WG Chair presented the final version of the Forum's MAWP 2014-2018 and the changes implemented from the last version presented in Forum-16. The information produced by the PIC taskforce was included.

A revision of the MAWP was foreseen by the WG after three years to evaluate the course of actions and the timelines. In addition, a more frequent revision of the annexes concerning the planning of the individual Forum's activities and the WG mandates was proposed.

It was highlighted that there was still a need to achieve a common understanding for the development of policy objectives between ECHA and the Forum. It was recommended to establish a WG in the upcoming years to assure that such issues are addressed.

It was also recommended to establish anotehr WG in the future to further revise the Forum's best practice documents and incorporate the PIC-related tasks.

The Forum discussed about the ways to revise the MAWP after the end of three years. It was agreed that the Chair and Vice-Chairs would make such an assessment.

It was acknowledged that the decisions made during the course of the Forum-17 meeting (e.g. concerning ICSMS) would not be reflected in the MAWP since they were taken after the finalisation of the MAWP document. Such changes would be incorporated in the regular reviews of the annexes.

ECHA Secretariat welcomed the document and thanked for the fruitful discussions that would help to improve future strategic collaborations between ECHA and the Forum.

The Forum MAWP 2014-2018 was adopted.

4.9.2 Mandate amendment/closure

This mandate was closed.

Item 6 – Update on relevant developments by the Commission

6.1 Updates by the European Commission

COM updated the Forum regarding the changes in relevant legislations.

COM invited the Forum members to update the information regarding their national inspectorates on ECHA's website.

A Forum member requested clarification on the anticipation of the submission date for the 2017 CLP report. COM replied that the idea was to align the date of both the CLP and REACH report. The discussion would take place in CARACAL.

He reported statistics on the participation of the Forum members/invited experts by country in the Forum working groups and task forces. He encouraged the countries with less participation to become more involved in the work of the Forum.

He informed on the regulation on standardisation (EC 1025/2012) that entered into force in January 2013, as a framework for the development and the use of European standards. It was suggested that the WG Restriction, working on analytical methods, could develop their tasks under the umbrella of this regulation. He informed that the COM's Work Programme for 2015 would include

development of standard analytical methods concerning lead and chromium (VI), where he suggested for the Forum to be involved. Forum decided to consult on the involvement of Forum/Forum WG in the process of development of standards.

COM also communicated that the Forum could benefit from the DG SANCO initiative to fund an exchange of officials working on legislations related to risks from consumer products. Under the Market Surveillance regulation, a funded project on joint enforcement activities in the area of harmonised products (e.g. analysis of restricted chemicals in products) could be interesting for the Forum. The ECHA Secretariat welcomed such initiatives and would internally assess how the Forum could participate.

He invited the Forum to comment on COM's the proposal for authorisation numbers. COM clarified that the decisions, once taken, would be published in the Official Journal and sent to ECHA for dissemination.

6.2 Update on the Enforcement Indicator Study

A Forum member collaborating in the Forum's steering group presented the status and future actions of this project. It was clarified that the outcome of project would be included in the reporting template project (see 7.1).

6.3 Correlation table for restrictions and customs

COM presented a table developed in collaboration with DG TAXUD that facilitates the translation of the codes used by the REACH/CLP inspectors (CAS and EC numbers) into the ones used by customs authorities (CUS Numbers and CN codes). Correlation for 63 REACH restrictions into commodity codes was done. COM invited the Forum to collaborate in the further development of the table.

Some Forum members expressed their appreciation for this initiative. It was suggested that the MSCAs could also be involved in the development of the table.

Item 7 – MS reporting

7.1 Proposal for revision of REACH Article 117 and CLP Article 46 templates by Forum in cooperation with COM

The contractor selected by COM to carry out the project of revision of the REACH/CLP template updated the Forum on the status and the timeline of the project.

The Member States were invited to reply to a questionnaire and requested to provide comments on the existing templates. The new questionnaire would be built in the previously used IT tool.

The Forum requested to extend the deadline for commenting and to include an extra consultation with the Forum before the presentation of the final version.

The Forum discussed the difficulties of gathering information for the 2015 REACH report if the templates were delivered at the end of 2014 and with significant changes. The Chair, supported by Forum members, suggested to maintain the previous template (or with some minor changes) for the 2015 report. The new improved version could be introduced to the Member States at the beginning of the next reporting period so that the data collected could be gathered according to the new template.

COM replied that various comments were received that the report should be changed (content and format). It was suggested that Member States could consider the beta version as the final product and could start preparing for that.

It was added that it was not foreseen for the content to be dramatically changed. However, the clarity of the terms, the IT tool and its user friendliness would be improved.

7.2 Proposal for elaboration of PIC report template

The Chair informed the Forum that in addition to REACH and CLP reports, there is also a reporting duty on Member States foreseen in PIC under Article 22.1, by the spring of 2017. Such a template is to be prepared by the COM by means of an implementing act. From the Forum perspective, it was imperative to be involved in preparing that template as it will be the NEAs who will be collecting the data on enforcement activities.

COM reported that this task was not yet initiated and it was foreseen to start by the end of 2014. COM planned to involve relevant stakeholders, including the Forum, in the preparation of this template.

Item 8 – Organisation of enforcement in Member States

The Finnish forum member presented the new enforcement organisation in her Member State. The general exchange of information between the different authorities was described in the national legislation.

Item 9 – Relevant developments within ECHA Secretariat

9.1 Guidance updates

The Forum was informed on the Guidance activities. In addition, Guidance on the Biocidal Products Regulation was published at the end of 2013.

9.2 Survey of non-registrants in 2013

By the end of 2013, ECHA elaborated a survey to gather information on the companies/substances that were expected to register for the 2013 registration deadline and did not. The main two reasons for not registering the substance were that it was done under other EC and that the registration was postponed. ECHA expressed that it was not yet relevant for the NEAs to pursue investigations of such cases. For the 2010 registration deadline, a similar survey was conducted and a similar reply was obtained from the ones that failed to register at that time.

9.3 New terms of work of Directors' Contact Group (DCG)

ECHA's Director of Cooperation updated the Forum on the third terms of work of the DCG (Jan 2014–Dec 2018). He explained that the new terms would mainly focused on providing support to SMEs for the next REACH and CLP deadlines and on authorisation, where the NEAs would have an important role to identify the challenges faced by the companies and provide information.

Item 10 – Break-out groups session

10.1 Open action points from previous Break-out groups (BoG) sessions

From Forum-15, BoG "Enhancing exchange of practical information on enforcement", a list of actions were recorded and addressed. Most of the actions were permanent and reflected in the task of the Forum under REACH. The Forum members were reminded to continue to pursue such tasks.

At Forum-16, in the BoG "Improvement of the quality of the registration dossiers", it was agreed that ECHA would investigate if it can automatically find cases which clearly require action by inspectors.

COM highlighted that the restrictions mentioned in the correlation table (see 6.3) could be used as a basis for the screening. A Forum member stressed that the substance identity could also be a variable.

The ECHA Secretariat summarised that there were a vast number of different scenarios for which the screenings could be done. It was for the consideration of the Forum to identify those that were most relevant and enforceable.

10.2 Discussion of topics

The participants separated into groups for discussion of their selected topics.

10.3 Presentations from the break-out groups

The rapporteur from each break-out group presented the highlights and conclusions to the Forum.

10.4 Wrap-up

The Chair presented the highlights of the discussion and identified the action points.

Item 12 – Practical issues for enforcement of REACH and CLP

Issue 1 - How to control if an OR is representing a manufacturing company

The submitting Forum member presented the issue that involved a complaint about a company that did not have the registration and that the nominated OR was not representing the non-community manufacturing company, but a distributor.

The Forum discussed the type of documentation required for such investigation. It was stated that NEAs could verify if the correct information was documented by looking at the OR appointment letter. On occasion, there were obvious cases where the inspector could conclude that it was not the manufacturer that makes the OR nomination.

The Forum concluded that according to Article 8 of REACH only non-EU manufacturers, formulators or article producers can appoint an OR. Non-EU distributors cannot appoint ORs.

Every OR must have an appointment letter that it must make available to the NEA on request. The appointment letter indicates the non-EU entity that has appointed the OR. NEAs can then attempt to verify whether that is the non-EU entity that has manufactured the imported substance, formulated the imported mixture or produced the imported article.

The Forum agreed that in similar cases the complaint should be transferred to (or at least shared with) enforcement authorities of the member state where the OR is established as it is their competence to enforce the OR.

Issue 2 - Provision of safety data sheets in the form of a data link leading directly to the SDS

The submitting Forum member presented the issue on how to enforce the obligation to "provide" the SDS under Article 31(1) of REACH and the Secretariat proposed a wording for a conclusion.

The Forum agreed to re-assess the conclusion.

Issue 3 - Registration of the biodiesel

The ECHA Secretariat experts provided the reply for a question made by a Forum member on registration issues of a biodiesel. The Forum acknowledged the information but agreed that the Forum was not the appropriate *forum* to discuss substance identity issues. The issue was closed.

Issue 4 (Forum-16 Issue 2) - Duty to communicate information on substances in articles: the scope of Article 33 of REACH

This issue was presented at Forum-16 and the conclusion was later consulted with the Forum in writing. It was agreed to work further on the conclusion during written consultation.

Issue 5 (*Forum-16 Issue 4) - Individual registrations for chemicals for which a Substance Information Exchange Forum* (*SIEF) exists*

This issue on how can NEAs enforce the joint submission obligation according to Article 11(1) was firstly presented at Forum-16. The Forum agreed to work further on the conclusion during written consultation.

The Forum was asked to agree to make the MoC available to the Helpnet members. It was agreed to collect feedback in written consultation.
The Chair reminded the meeting that new issues should be submitted using the template of Annex II of the MoC 50 days before the next meeting.

Item 13 – Enforcement of regulatory decisions

13.1 Interlinks: Consolidated description of the interlinks

The ECHA Forum Secretariat presented the consolidated document that integrated all identified interlinks so far and a guide on how to process enforcement cases sent by ECHA.

A discussion took place on how best to proceed with the open actions (improve the description of interlinks not yet operational and define follow-up actions).

The Forum agreed to establish a long-term working group, with the view to further develop the existing document and to contribute to an ECHA workshop on interlinks foreseen for 2014. As a compromise, it was agreed to revisit this mandate in Forum-20 in order to evaluate the work of this WG and to assess whether the format of a WG was the best option to undertake such tasks.

13.2 Cases sent to MS Focal points (SONCs, revocations, intermediates) – Update from ECHA Secretariat

Statistical information on the cases sent by ECHA to the national Focal points was submitted to the Forum.

13.3 National experiences and challenges with the follow-up of ECHA's decisions (e.g. SONCs)

The concerns raised by the Forum members on their challenges with the follow-up of ECHA's decisions were compiled. ECHA has provided its responses in a document submitted to the Forum and a discussion on selected issues took place.

13.4 PPORD decisions: An overview

The ECHA Secretariat presented information on the four types of PPORD related cases that ECHA foresees to send to NEAs for follow-up. The Forum was invited to consider establishing a small pilot project for a very limited number of cases under the umbrella of the Interlinks. Although the scope would be to address the notifiers, in some situations, some actions to investigate the recipients could potentially be needed.

A Forum member expressed concern to start such project due to the high number of ongoing projects being coordinated by the Forum. The ECHA Secretariat added that it would also welcome if few Member States would be cooperate with ECHA to investigate a few particular cases and take some lessons from the exercise, even if that activity was not a Forum project as such.

13.5 Status of Article 36 triggered by mass screening of Intermediates

In Forum-16, the ECHA Secretariat presented the work carried out after an initial mass screening of intermediates identified potential non-compliances. After several attempts to communicate with the companies, the ECHA Secretariat was prioritising the cases where no reply was received, in order to launch formal decisions rquesting further information under Article 36. ECHA Secretariat has sent the first batch of Article 36 requests in February and cases where there will be no response will be sent to the NEAs for the appropriate action.

The ECHA Secretariat informed that a mass screening of intermediates concerning the registrations received for the 2013 deadline would be done, according to the ECHA Work Programme. A similar mass screening to address substance identity will be shortly launched by ECHA.

Item 14 – Updates from the ECHA Forum Secretariat

14.1 Forum-related results from ECHA's Stakeholders Survey 2013

ECHA Forum Secretariat presented the results concerning the Forum from ECHA's annual satisfaction survey to all stakeholders. ECHA thanksed the Forum for the very positive feedback on the support by the Forum Secretariat. The identified areas for improvement were work of the working groups, transparency of Forum outcomes, involvement of stakeholder organisations and the smooth running of the plenaries. Forum Secretariat also presented high actions which will be taken to address these areas for improvement. Forum was invited for feedback on these actions.

14.2 Revision of the procedure of the work of the WGs

In light of the comments received in the abovementioned survey, the ECHA Secretariat presented a few ideas that could be implemented in the revision of the work of WG procedure. After five years of operation of this procedure, experiences were gathered that could be used to improve the work of the

Forum/WG. It was suggested that a workshop/training for the WG chairs could be organised back-to-back with Forum-18.

COM expressed that the number of active WGs could also be analysed and limited.

14.3 Invited experts to Forum meetings – Evaluation of the system

The annual evaluation of the participation of the invited experts in the work of the Forum was presented. The result shows that the system has resulted in an increase of invited experts partaking in the work of the Forum. It was encouraged for the alternate Forum members to take over the WG Chairmanship. The system would be kept in place for period of three plenaries with assessment after the final plenary of the calendar year.

14.4 IMPEL Project – follow-up

The ECHA Forum Secretariat informed that the Terms of Reference (ToR) for the IMPEL project on links between IED-REACH phase II was approved by IMPEL and that the participation of the ECHA Forum in the project has been foreseen. The BG Forum member participating in phase I expressed a wish to continue in phase II. She encouraged the Forum members to participate in the commenting rounds of the report and ToR. In addition, the BE Forum member volunteered to provide support. The Forum agreed on the participation of the Forum members and requested to be reported on the progress of the project in future Forum plenary meetings.

The project report of phase I of the project was not yet available on the IMPEL website.

14.5 Follow-up F-16 9.4: Presentation by EEB

Comments from EEB were received on the publicly available Forum document on the procedure to request information under Article 33[1]. The ECHA Forum Secretariat proposed to prepare the answers in consultation with some volunteer Forum members and assess the need to further amend the document.

EEB also submitted information on the source of their numbers presented at Forum-16 open session. The Forum acknowledged such information and would not take any further action.

14.6 Amendment of the BPR: update on the Forum's role

The European Parliament plenary voted in February 2014 and the Council adopted the final text of the Biocidal Products Regulation on 10 March 2014, where no particular task was addressed directly to the Forum. The COM representative added that further discussion on ECHA's tasks would take place with the BPR competent authorities.

[1] http://echa.europa.eu/documents/10162/13577/guidance_for_handling_complaints_under_article33-2_en.pdf

Item 15 – AOB

15.1 Life + 2014 project: Update

The Chair informed the Forum that seven countries officially expressed an interest to participate in the new proposal of the project. The call for LIFE 2014-2020 was not yet available and no additional detailed information on the project could be submitted to the Forum members.

15.2 SME campaign: searching for examples of success

As part of ECHA's SME campaign, the Forum was informed that ECHA was looking for SME "success stories" by implementing REACH/CLP in small/medium companies. Such information could be collected from the inspectors that could be aware of such examples. In addition, ECHA had prepared a leaflet on chemical safety in companies aimed at SMEs and invited the Forum members/inspectors to become the multipliers of that material when conducting inspections in SMEs.

15.3 HU regional project on chemical safety for pre-school children

The Chair presented a project developed by some chemical safety inspectors with the aim of bringing the pictograms presented in household chemicals to the attention of pre-school children. A game was developed to teach them the symbols and their meaning. After some weeks, their level of knowledge of the pictograms improved up to 80-90%. A video of the campaign was presented. The initiative was also published in ECHA's newsletter[2].

Item 16 – Closing of the meeting

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

[2] http://newsletter.echa.europa.eu/home/-/newsletter/entry/1_14_learning-chemical-safety-through-play

II. Main Conclusions & Action Points - Forum-17 – 25-27 March 2014

(Adopted at the Forum-17 meeting)

Agenda point	Conclusions / decisions / minority opinions	Action requested after the meeting
Item 1- Welcome and introduction		
1.3 – Declarations of conflict of interest with regard to Agenda items		-
Item 2 – Election of the Chair and Vice-Chairs of the Forum		
2.4 Counting of the votes and announcement of the elected Forum Chair and Vice-Chairs	The Forum elected Szilvia Deim as its Chair and Katja vom Hofe and Eugen Anwander as Vice Chairs	-
Item 3 – ECHA's Executive Director		
Item 4 – Forum's enforcement activities- Work Packages		
4.1.1 Electronic Information Exchange System – EIES-WG report	The Forum has accepted to use ICSMS as EIES with the understanding that COM will implement the features agreed with the Forum and support the training on use of ICSMS for REACH and CLP. The Forum agreed that WG RIPE will make a recommendation on the needs for exchange of information for the purposes of enforcement of PIC Regulation which will then be further examined by WG EIES.	**COM** will provide a list of authorities responsible for rollout of ICSMS on the national level to the Forum-S for distribution to Forum members by 18 April
4.1.2 EIES - Mandate amendment	The Forum adopted the new mandate.	Forum members are invited to provide the names of new WG members by 18 April.
4.2.1 Implementation of RIPE - WG progress report	-	**WG RIPE** will deliver a recommendation on the needs for exchange of information for the purposes of PIC enforcement

4.2.2 Implementation of RIPE - RIPE project progress report	-	-
4.2.3 Implementation of RIPE - Mandate amendment	The Forum adopted the updated mandate of the WG. The Forum has in principle agreed that, subject to a request from BPR MSCAs, WG RIPE helps ECHA to analyse the data and functionality needs of the inspectors controlling the BPR.	ECHA will liaise with BPR MSCAs to present the proposal for the analysis by Forum WG RIPE.
4.3.1 Project on Authorisation - Revised project proposal	The Forum decided to establish a first pilot project on authorisation. The objective is to gain first experiences and build processes for controlling authorisation-related obligations.	Forum members are invited to provide the names of new WG members by 18 April.
4.4.1 Forum enforcement Projects - REF-3 Progress report – REF-3 Phase 1 Report	The Forum agreed to publish key results of the preliminary report after Forum 17 and the report of Phase 1 after its adoption.	Forum members are invited to provide comments by 11 April WG REF-3 will review the report by 2 May Forum-S will initiate adoption via written procedure May 2014.
4.4.2 REF-3 – Revision of the Mandate	The mandate of the WG was reviewed.	
4.5.1. Prioritisation of REF projects - REF-4 project – kick off discussion		**Forum members** are invited to submit project proposals by 24 April Forum-S will distribute old proposals to the Forum for consideration when making new proposals by 31 March.

4.5.2. Prioritisation of REF projects – Mandate amendment	The Forum reviewed the mandate of the WG.	
4.6.1 Enforceability of Restrictions – Progress report - overview	Forum agreed that the Forum Secretariat will liaise with the Task Force on improving the efficiency of Restrictions process based on the comments received from the Forum.	**ECHA** will check if the results of the restrictions efficiency survey can be made available to the Forum by 11 April **Forum members** will be invited to comment on the proposals on 11 April **Forum-S** will review the comments and where necessary amend the proposals and inform the Forum
4.6.2 Friendly reading of Annex XVII		**Forum members** are invited to send any further proposals to be integrated in the project.
4.6.3 ECHA study on estimating administrative burden of enforcing restrictions		**Forum members** are invited to send comments on the presentation by 11 April **Forum-S** will invite the Forum to provide comments on the document on that subject that will be distributed before Forum-18
4.6.4 WG Restrictions– Mandate Amendment	Forum reviewed the mandate of WG Restrictions	**Forum members** are invited to submit names of new members by 18 April.

4.7.1 Training for enforcement trainers - WG progress report: Training topics		**Forum members** are invited to provide feedback on the proposed training topics and the agenda for the training by 10 April 2014 **Forum members** are invited to suggest further possible training content or materials for the proposed training topics by 1 May 2014 (based on final draft agenda) **Forum members** are to indicate additional experts who could contribute to the success of the training until 1 May 2014 (based on final draft agenda) Forum-S to deliver to COM a document that will be prepared for the training for trainers related to cooperation with customs.
4.7.2 Training for enforcement trainers - Mandate amendment	The Forum reviewed the mandate.	

4.8.1 PIC task Force - Report	The Forum adopted the document with changes submitted by COM and requested at the plenary.	**Forum-S** will review the Forum Rules of Procedure in consultation with the Forum. **Forum members** are invited to provide comments concerning elements that need to be changed in order for the document to be published by 11 April. **Forum members** are invited to provide further information for table 5.1 until 14 April. **Forum-S** will invite the Forum members to provide information on PIC enforcement for ECHA website
4.8.2 PIC task Force – Mandate closure	The mandate of the task force has been discharged and expires. -	
4.9.1 Forum's Multi Annual Work Programme – Final report	The Forum adopted the Multi Annual Work Programme.	**Forum-S** and in consultation of the WG MAWP will prepare a draft public version and consult it with the Forum.
4.9.2 Forum's Multi Annual Work Programme - Mandate amendment/ closure	The mandate of the WG was closed.	
Item 6 – Update on relevant developments by the Commission		

6.1 Updates by the European Commission		**WG Restrictions** is invited to form a recommendation to the Forum on whether the Forum should participate in the process of developing standards by 25 April. **Forum members** are invited to provide comments on the authorisation number by 11 April.
6.2 Update on the Enforcement indicators study		**The Forum** is invited to provide comments on the presentation by 11 April **The Forum members** in the project steering group are invited to consult the Forum on the list of key indicators to provide coordinated Forum input into the study.
6.3 Correlation table for restrictions and customs	The Forum highly appreciated this initiative from the Commission and expressed willingness to contribute this project.	**Forum members** are invited to submit comments on the correlation table and the corresponding background document after having liaised with their MSCAs by 25 April **COM** is invited to propose practical way of involving the Forum and Member State authorities in this project by Forum-18.
Item 7 – MS reporting		

7.1 Proposal for revision of REACH Art 117 and CLP Art 46 templates by Forum in cooperation with COM	The Forum requested that the template for 2015 reporting phase is kept as is. The reason for this request is that changes to the reporting template six months before the deadline may result in data being unavailable because the MS will not have possibility to retrospectively generate new data. The Forum proposed that a revised template is used only for the next MS reporting due in 2020.	**COM** is invited investigate if the list of issues with existing report template can be provided to the Forum. **COM** will investigate if it will be possible to introduce a third consultation round between May and November. **Forum-S** will provide the existing REACH and CLP report template for commenting in the first round of comments on the proposals included in the COM presentation. **Forum members** are invited to liaise with their CARACAL members to communicate Forum concerns.
7.2 Proposal for elaboration of PIC report template	The Forum looks forward to take part on the definition of the PIC reporting template undertaken by the COM.	**COM** is invited to keep the Forum updated at the next plenaries and when available, present the plan for the elaboration of the PIC Regulation reporting template.
Item 8 – Organisation of enforcement in Member States		
8.1 Enforcement organisation in Finland	-	-
Item 9 – Relevant developments within ECHA		
9.1 Guidance updates	-	**Forum members** are invited to reply to the survey by 30 April 2014
9.2 Survey of non-registrants in 2013		

9.3 New terms of work of Directors' Contact Group (DCG)		**Forum members** are kindly reminded to communicate SME initiatives for 2014 foreseen in their MS where ECHA might participate by the end of March 2014
Item 10 – Break-out Groups Session		
10.1 Open action points from previous Break-out-groups sessions	-	**Forum members** are invited to express interest if they wish to further explore specific examples of potential non-compliance with ECHA by 11 April
10.2 Discussion of topics	-	
10.3 Presentations from the break-out groups – **TOPIC 1 – SDS Checklist**	The Forum expressed a general support and appreciation for the initiative of developing an SDS checklist by ECHA.	**Forum members** are invited to provide further comments (highlighting priority SDS sections) on the check list by 25 April **Forum-S** will distribute a revised version of the checklist to the Forum Members. **ECHA** will make a proposal for conducting a trial period. **ECHA** will investigate the possibilities for translating the checklist. **ECHA** will consider how it can provide further support to authorities in control of SDS
10.3 Presentations from the break-out groups – **TOPIC 2**	-	**COM** is invited to explore the solutions for issues identified in the discussion, which fall within its remit, and come back at Forum-19.

10.3 Presentations from the break-out groups – **TOPIC 3**	-	
10.4 Wrap-up	-	
Item 12 – Practical issues for enforcement of REACH and CLP		
Issue 1 How to control if an OR is representing a *manufacturing* company	The Forum concluded that according to Article 8 of REACH only non-EU manufacturers, formulators or article producers can appoint an OR. Non-EU distributors cannot appoint ORs. Every OR must have an appointment letter that it must make available to the NEA on request. The appointment letter indicates the non-EU entity that has appointed the OR. NEAs can then attempt to verify whether that is the non-EU entity that has manufactured the imported substance, formulated the imported mixture or produced the imported article. The Forum agreed that the compliant should be transferred to (or at least shared with) enforcement authorities of the member state where the OR is established as it is their competence to enforce the OR.	**Forum-S** will formulate auxiliary questions related to enforcement of OR duties discussed at the meeting and consult them with the Forum by 11 April **Forum members** will be invited to provide comments and additional questions they need answered by 8 May
Issue 2 Providing of Safety Data Sheets in form of a data link leading directly to the SDS	-	**Forum-S** organise the consultation of the amended version prepared on the basis of feedback received at the plenary by 11 April 2014 **Forum members** will be invited to provide comments by 8 May 2014.

Issue 3 Registration of the biodiesel.	The reply to the question has been provided by ECHA and supported by Forum members. The Forum considered that discussion of cases related to substance identification is out of the scope of the Forum.	-
Issue 4 'Duty to communicate information on substances in articles: the scope of Article 33 of REACH' (Forum-16, issue 2)		**Forum-S** organise the consultation of the amended version by 11 April 2014 **Forum members** will be invited to provide comments by 8 May 2014
Issue 5 How MSs handle individual registrations for chemicals for which a SIEF exists' (Forum-16, issue 4)		**Forum-S** organise the consultation of the amended version with the additional elements requested at the plenary by 11 April 2014 **Forum members** will be invited to provide comments by 8 May 2014 **Forum-S** will organise a discussion to further clarify and define enforcement issues related to enforcement of joint submission obligations at Forum-18 **Forum-S** will consult the Forum about their agreement on making available the MOC to HelpNet members by 4 April.
Item 13 – Enforcement of regulatory decisions		

13.1 Interlinks: Consolidated description of the interlinks	The Forum established a new Working Group "Interlinks" to support the development of institutional interlinks between NEA, MSCA and ECHA.	**The Forum** is invited to provide written comments to the guide for processing ECHA by 25 April **Forum members** are invited to appoint additional members of the WG by 25 April.
13.2. Cases sent to MS Focal points (SONCs, revocations, intermediates) – Update from ECHA	-	-
13.3 National experiences and challenges with the follow-up ECHA's decisions (e.g. SONCs)		**Forum members** are invited to provide comments on ECHA responses directly or in the Appendix 3 of "A guide to processing enforcement cases sent by ECHA" by 25 April
13.4 PPORD decisions: An overview		**Forum members** are invited to Submit comments for PPORD related Appendices of "A guide to processing enforcement cases sent by ECHA" by 25 April **Forum members** are invited to express interest in participating in the pilot project or bilateral collaboration with ECHA on imposing PPORD conditions by 25 April
13.5 Status of Art 36 triggered by mass screening of Intermediates		**ECHA** will inform the Forum on the progress with the Art 36 decisions triggered by mass screening of intermediates in case there are actual cases that need a followed up by NEAs.
Item 14 – Updates from the ECHA Forum Secretariat		
14.1 Forum related results from ECHA's stakeholders survey 2013		**Forum members** are invited to propose further actions by 11 April.

14.2 Revision of the procedure of the work of the WGs		**Forum members** to provide additional ideas for improving the efficiency/effectiveness of WGs by 18 April **Forum-S** will distribute the old WG procedure for reference by 31 March.
14.3 Invited experts to Forum meetings – Evaluation of the system		
14.4 IMPEL Project – follow-up	The Forum has agreed to give input in the 2nd phase of the IMPEL project on links between IED and REACH. It has mandated BG and BE Forum members to represent Forum in that project.	**Forum members** are invited to provide more feedback to the IMPEL project documents when requested by BG/BE Forum members.
14.5 Follow-up F-16 9.4: Presentation by EEB		**Forum members** willing to engage in the preparation of responses are invited express their willingness by 11 April.
14.6 Amendment of the BPR: update on the Forum's role	-	-
Item 15 – AOB		
15.1 LIFE+ 2014 project - update	-	**Forum members**, who still wish to take part in the project proposal are invited express their interest to the Forum-S.

15.2 ECHA's SME campaign: Searching for a success story		**Forum members** are invited to inform Forum-S of SME success stories whenever they are encountered, but if known already, we kindly ask for them by 10 April **Forum members** are invited to submit requests for printed version of the SME leaflet in national languages, specifying the desired number of copies by 30 April
15.3 Best practice from Hungary – game on chemical safety for pre-school children	-	**-**

III. List of Attendees

Forum members

	Country	Name
1	AT	ANWANDER Eugen
2	BE	CUYPERS Paul
3	BG	LULEVA Parvoleta
4	CY	KYPRIANIDOU-LEONTIDOU Tasoula
5	CZ	JAROLÍM Oldřich
6	DE	VOM HOFE Katja
7	DK	BØRGLUM Birte Nielsen
8	EE	HONGA Aljona
9	EL	FOUFA Eleni
10	ES	SÁNCHEZ-PEÑA Pablo
11	FI	LAHTINEN Marilla
12	FR	DESIGNOLLE Vincent
13	HR	KREKOVIC Dubravka Marija
14	HU	DEIM Szilvia
15	IE	MCMICKAN Sinead
16	IT	ALESSI Mariano
17	LT	GRINCEVIČIŪTĖ Otilija
18	LU	ENGELS Kim
19	LV	PALLO Parsla
20	MT	CASSAR Michael
21	NL	VAN DEN BERG Jos
22	NO	HAGEN Gro
23	PL	OSOWNIAK Marta
24	PT	BRAVO Graça
25	RO	ALBULESCU Mihaela
26	SE	WESTERBERG Agneta
27	SI	NOVAK Vesna
28	SK	KOLESAR Dušan

Invited experts

	Country	Name
1	AT	WURM Germot
2	CZ	MARKO Martin
3	DK	BHARATHAN Anette Ravn
4	EE	PROMET Natali
5	ES	ZAMORA NAVAS Laura
6	FR	ALFANO Anne-Catherine
7	HU	BORBÁLA Áder
8	IT	POLCI Maria Letizia
9	LT	UZOMECKAS Zilvinas
10	LV	AMNUELE Kristine

	Country	Name
11	NO	SULEIMAN Abdulqadir
12	PT	FERREIRA DA COSTA Isabel
13	UK	CARTER Paul
14	-	PELSY Florent (Milieu)

Advisers

	Country	Name
1	BE	LEYNEN Michel
2	DE	FRENZEL Stefan
3	DE	JACOBI Tobias
4	DK	LEE Mia
5	FI	LEIKOSKI Mervi
6	FI	RAITALA Suvi
7	SE	SILLRÉN Barbro

European Commission

	DG	Name
1	ENTR	AGUADO-MONSONET Miguel
2	ENV	LEFEVRE Rémi

	ECHA	Unit
1	BARAŃSKI Maciej	Guidance and Forum Secretariat
2	CALVO TOLEDO Juan Pablo	Guidance and Forum Secretariat
3	CESNAITIS Romanas	Evaluation
4	CLIFFE Brendan	Guidance and Forum Secretariat
5	DEMI Rossella	Substance ID & Data sharing
6	Di BASTIANO Augusto	Risk management identification
7	FEDTKE Norbert	Evaluation
8	FELICIANO Tania	Guidance and Forum Secretariat
9	FRONTINI Ales	Guidance and Forum Secretariat
10	HENNIG Philipp	Risk management implementation
11	HERDINA Andreas	Director Cooperation
12	HUYGHE Jeremy	Guidance and Forum Secretariat
13	JACQUET Cyril	Legal Affairs
14	JONES Stella	Guidance and Forum Secretariat
15	KIOKIAS Sotirios	Risk management implementation
16	MOTTET Denis	Risk management implementation
17	MUSHTAQ Fesil	Risk management identification
18	NICOT Thierry	Risk management implementation
19	NOUWEN Johan	Guidance and Forum Secretariat
20	QUINTANA-SAINZ Alexis	Dossier submission and PIC
21	RASENBERG Mike	Computational Assessment
22	SCHULTHEISS Christian	Legal Affairs
23	TŁOCZEK Magdalena	Guidance and Forum Secretariat
24	VIEIRA Telmo	Risk management identification

IV. List of Annexes

Annex 1 – Final agenda Forum-17

25/03/2014
ECHA/Forum-17/2014/A/final_room_doc

Final Draft Agenda
Seventeenth meeting of the
Forum for Exchange of Information on Enforcement
(Forum-17)
25-27 March 2014

European Chemicals Agency
Helsinki, Finland
Tuesday, 25 March: starts at 09:00
Thursday, 27 March: ends at 16:00

DAY 1 Tuesday 25 March 2014

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

1.1 Opening by the Vice-Chair of the Forum – *Vice-Chair (10')*
1.2 Adoption of the Agenda – *Vice-Chair (05')*
1.3 Declarations of conflict of interest with regard to agenda items – *Vice-Chair (05')*
1.4 State of play with action points from Forum-16 – *ECHA Forum Secretariat (05')*
1.5 Practicalities and brief recapitulation of results of the written procedures between Forum-16 and Forum-17 - *ECHA Forum Secretariat (05')*

ECHA/Forum-17/2014/A/final_room_doc
ECHA/Forum-17/2014/1.4

For adoption
For information

Item 2 – Election of the Chair and Vice-Chairs of the Forum *09:30-10:30*

2.1 Presentation of the candidates by the Vice-Chair
2.2 Candidate's motivation speech
2.3 Election procedure
2.4 Counting of the votes and announcement of the elected Forum Chair and Vice-Chairs

ECHA/Forum-17/2014/2

For adoption

Coffee break 10:30-11:00

Item 3 – Address by ECHA's Executive Director *11:00-11:15*

For information

Item 4 – Forum's enforcement activities- Work Packages *11:15-17:30*

4.1 Electronic Information Exchange System - EIES (45')

4.1.1 WG report- *WG Chair / ECHA Forum Secretariat*
4.1.2 Mandate amendment - *ECHA Forum Secretariat*

ECHA/Forum-17/2014/4.1.1
ECHA/Forum-17/2014/4.1.1_Annex 2
ECHA/Forum-17/2014/4.1.1_Annex 3
ECHA/Forum-17/2014/4.1.1_Annex 4
ECHA/Forum-17/2014/4_draft_mandates

For discussion
For adoption

4.2 Implementation of RIPE (45')

4.2.1 WG progress report – WG Chair
4.2.2 RIPE project progress report - *ECHA Forum Secretariat*
4.2.3 Mandate amendment - *ECHA Forum Secretariat*

ECHA/Forum-17/2014/4.2.1
ECHA/Forum-17/2014/4_draft_mandates

For information

Lunch break 12:45 -13:45

4.3 Project on Authorisation (45')

4.3.1 Revised project proposal - *ECHA Forum Secretariat*

ECHA/Forum-17/2014/4.3.1
ECHA/Forum-17/2014/4_draft_mandates

For discussion
For adoption

4.4 REACH-EN-FORCE-3 (45')

4.4.1 WG progress report: Draft REF-3 phase 1 Report - *WG Chair*
4.4.2 Mandate amendment - *ECHA Forum Secretariat*

ECHA/Forum-17/2014/4.4.1
ECHA/Forum-17/2014/4.4.1_room_doc
ECHA/Forum-17/2014/4_draft_mandates

For information

4.5 Prioritisation of REF projects (30')

4.5.1 REF-4 project – kick off discussion – *WG Chair*
4.5.2 Mandate amendment - *ECHA Forum Secretariat*

ECHA/Forum-17/2014/4_draft_mandates

For discussion

Coffee break 15:45-16:15

4.6 Enforceability of Restrictions (60')

4.6.1 WG progress report – *ECHA Forum Secretariat*
4.6.2 Friendly reading of Annex XVII- *ECHA Secretariat*
4.6.3 ECHA study on estimating administrative burden of enforcing restrictions – *ECHA Secretariat*
4.6.4 Mandate amendment - *ECHA Forum Secretariat*

ECHA/Forum-17/2014/4_draft_mandates

For information

4.7 Training for enforcement trainers (30')

4.7.1 WG progress report: Training topics - *WG Chair*
4.7.2 Mandate amendment - *ECHA Forum Secretariat*

ECHA/Forum-17/2014/4.7.1
ECHA/Forum-17/2014/4_draft_mandates

For information
For discussion

Item 5 – Adoption of conclusions from day 1 *17:45-18:00*

For adoption

DAY 2 Wednesday 26 March 2014

Item 4 – Forum's enforcement activities- Work Packages (cont.) *09:00-10:45*

4.8 PIC Task Force (45')

4.8.1 PIC Task Force document – *ECHA Forum Secretariat*
4.8.2 Mandate amendment/closure - *ECHA Forum Secretariat*

ECHA/Forum-17/2014/4.8.1
ECHA/Forum-17/2014/4_draft_mandates

For discussion
For adoption

4.9 Forum's Multi Annual Work Programme (MAWP) 2014-2018 (60')

4.9.1 WG report: Final MAWP 2014-2018 – *WG Chair*
4.9.2 Mandate amendment/closure - *ECHA Forum Secretariat*

ECHA/Forum-17/2014/4.9.1
ECHA/Forum-17/2014/4.9.1_Annex
ECHA/Forum-17/2014/4_draft_mandates

For discussion
For adoption

Coffee break 10:45-11:15

Item 6 – Update on relevant developments by the Commission *11:15-12:00*

6.1 Updates by the European Commission
6.2 Update on the Enforcement Indicator Study
6.3 Correlation table for restrictions and customs

ECHA/Forum-17/2014/6.1_room_doc
ECHA/Forum-17/2014/6.3
ECHA/Forum-17/2014/6.3_Annex

For information

Item 7 –MS reporting *12:00-13:00*

7.1 Proposal for revision of REACH Art 117 and CLP Art 46 templates by Forum in cooperation with COM - *COM*
7.2 Proposal for elaboration of PIC report template - *ECHA Forum Secretariat*

ECHA/Forum-17/2014/7.1

For discussion

Lunch break 13:00– 14:00

Item 8 – Organisation of enforcement in Member States *14:00-14:15*

8.1 Enforcement organisation in Finland

For information

Item 9 – Relevant developments within ECHA Secretariat *14:15-14:45*

9.1 Guidance updates (05')
9.2 Survey of non-registrants in 2013 (10')
9.3 New terms of work of Directors' Contact Group (DCG) (15')

ECHA/Forum-17/2014/9.1_1
ECHA/Forum-17/2014/9.1_2
ECHA/Forum-17/2014/9.2

For information

Item 10 – Break-out Groups Session *14:45-17:20*

10.1 Open action points from previous Break-out-groups sessions (15')
- *ECHA Secretariat*

ECHA/Forum-17/2014/10.1

For information

10.2 Discussion of topics (75'):

Topic 1: Content of the SDS checklist

Topic 2: Market Surveillance and Forum activities: Is there a need for action?

Topic 3: Downstream Users confirmations – ECHA's Article 36 requests to registrants for confirmation that intermediates are used under SCCs by their DUs

ECHA/Forum-17/2014/10.2
ECHA/Forum-17/2014/10.2_Topic1
ECHA/Forum-17/2014/10.2_Topic2
(Topic 2) ECHA/Forum-6/2009/2

For discussion

Coffee break 16:15-16:45

10.3 Presentations from the break-out groups (15' each group) – *Rapporteurs*

For discussion

10.4 Wrap-up (05') - *CHAIR*

Item 11 – Adoption of conclusions from day 2 *17:35-18:00*

For adoption

DAY 3 Thursday 27 March 2014

Item 12 – Practical issues for enforcement of REACH and CLP *09:00-11:00*

Items raised by Forum/ECHA/COM (list of practical issues is prepared independently from the agenda)

ECHA/Forum-17/2014/12
ECHA/Forum-17/2014/12_F-16_issue 4_room_doc

For discussion

Coffee break 11:00-11:30

Item 13 – Enforcement of regulatory decisions *11:30-14:40*

13.1 Interlinks: Consolidated description of the interlinks (45') - *ECHA Forum Secretariat*

13.2. Cases sent to MS Focal points (SONCs, revocations, intermediates) – Update from ECHA Secretariat (05')

13.3 National experiences and challenges with the follow-up ECHA's decisions (e.g. SONCs) (40') - *ECHA Forum Secretariat*

Lunch break 13:00-14:00

13.4 PPORD decisions: An overview (30') - *ECHA Forum Secretariat*

ECHA/Forum-17/2014/13.1_room doc
ECHA/Forum-17/2014/13.2
ECHA/Forum-17/2014/13.3

For information
For discussion

13.5 Status of Art 36 triggered by mass screening of Intermediates *(10') - ECHA Forum Secretariat*

For information

Item 14 – Updates from the ECHA Forum Secretariat *14:40-15:30*

14.1 Forum related results from ECHA's stakeholders survey 2013 (10')
14.2 Revision of the procedure of the work of the WGs (15')
14.3 Invited experts to Forum meetings – Evaluation of the system (05')
14.4 IMPEL Project – follow-up (05')
14.5 Follow-up F-16 9.4: Presentation by EEB (05')
14.6 Amendment of the BPR: update on the Forum's role (10')

ECHA/Forum-17/2014/14.3
ECHA/Forum-17/2014/14.4_room_doc
ECHA/Forum-17/2014/14.5
ECHA/Forum-17/2014/14.6

For discussion
For information

Item 15 – AOB *15:30-15:45*

15.1 Life + 2014 project: Update
15.2 SME campaign: searching for examples of success

For information

Item 16 – Conclusions and action points from Day 3 *15:45-16:00*

For adoption

Item 17 – Closing of the meeting *16:00*

Closing by the CHAIR

[Coffee will be available at the end of the meeting]

Annex 2 a

Forum Working Group

"Electronic Information Exchange System"

(Mandate proposed for Forum-17)

Composition:

Interim Chair: Birte BØRGLUM (DK)

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

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

Commission
- Peter BARICIC

Objectives:
- Support the European Commission in expanding the tool and contribute to promoting best practices in its use among REACH/CLP inspectors after it is released

Mandate:
- Cooperate with the Commission to provide any necessary feedback about WG EIES requests or specifciation that are needed for implementing the agreed changes
- Test the new version of ICSMS before it is released, ensuring that all agreed changes are in place
- Based on the recommendation of WG RIPE, examine and, if needed, elaborate, in cooperation with WG RIPE, the description of data be exchanged when enforcing PIC Regulation as well as relevant features
- Based on the recommendation of WG RIPE, recommend, if needed, in cooperation with WG RIPE, which existing tool would be the most appropriate to exchange PIC information between inspectors
- Develop a guidance document for using the ICSMS/EIES in enforcement of REACH, CLP and, if needed, PIC
- With the support from the Commission, contribute to planing, preparing and conduct of the training for Member State representatvies about the use of new ICSMS by REACH and CLP inspectors by the end of 2015
- Investigate whether ICSMS can be used for exchange of information on SDS and CLP related to the Biociodal Products

Timeline:
- Forum-23 (Q1 2016)

Annex 2 b

Forum Working Group

"Implementation of RIPE"

(Mandate revised at Forum-17)

Composition:

Chair: Pablo SANCHEZ-PEÑA (ES)

Forum Members

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

Invited Experts

- Paolo IZZO (IT)
- Andrea MAYER-FIGGE (DE)
- Georg HERB (DE)
- Sofia BARATA (PT)

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
- Prepare specification for any further screening or statistics reports
- Contribute to preparation and delivery of RIPE training for SPOCs /MS RIPE Administrators after the release of RIPE 2 in 2015
- Analyse the data and functionalities needed by inspectors enforcing the PIC Regulation and make a recommendation for WG EIES what data needs to be exchanged by inspectors enforcing the PIC Regulation
- Subject request from BPR MSCAs help ECHA to prepare functional and data requirements for expansion of RIPE for the inspectors enforcing Biocidal Product Regulation

Timeline:

- Forum-22 (end of 2015)

Annex 2 c

Forum Working Group
"First Forum Pilot Project on Authorisation"
(Mandate adopted at Forum-17)

Composition:

Chair: Jos van den Berg (NL)

Forum Members/Alternates
- Vincent DESIGNOLLE (FR)
- Mariano ALESSI (IT)
- Eugen ANWANDER (AT) - *fieldwork*

Invited Experts
- Jordane WODLI (FR)
- Adhemar ROG (NL)
- Hannah DOHERTY (UK)
- (DE)
- (ES)

Commission
- DG ENV (?)

Objectives:
- Coordinate and manage the preparatory, operational and reporting phases of the Forum first pilot project on authorisation aimed at building enforcement experience and practices involved in controlling authorization related obligations

Mandate:
- Develop the project manual and necessary materials for the execution of the Forum first pilot project on authorisation related to the presence of substances subject to authorisation on the market
- Prepare and deliver the training for the national coordinators
- Coordinate and provide consulting assistance to the national coordinators from the participating countries during 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
- Cooperate with the future WG "Forum Pilot Project 2 on authorisation'

Timeline:
Preparatory phase – March 2014 – December 2014
Operational phase – January 2015 – June 2015
Reporting phase – July 2015 – December 2015

- Forum-23 (Q1 2016)

Annex 2 d

Forum Working Group

Work Package A.1

"Coordinated enforcement project REACH-EN-FORCE-3"

(Mandate revised at Forum-17)

Composition:

Chair: Paul CUYPERS (BE)

Forum Members

- Jos VAN DEN BERG (NL)
- Eugen ANWANDER (AT)
- Pablo SÁNCHEZ PEÑA (ES)
- Maria Letizia POLCI (IT Alternate)

Invited Experts

- Alfred EBNET (DE) (customs)
- Paivi SIMPANEN (FI) (customs)
- Panagiotis GIMNAOU (CY)
- Ruta Birute DAUKSIENE (LT) (customs)
- Sibylle WURSTHORN (DE)

Commission

-

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:

First phase

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

Timeline for the prolonged REF-3 (sequel project):

Second phase:

- Inform National Coordinators: after F-15 (done)
- Adjusted scope and update supportive documents (Addendum): scope was adopted at Forum-16. Addendum to be adopted after Forum-16 via written procedure (done)
- Inform National Coordinators about new documents: Q4 2013- January 2014 (done)
- Second Operational phase: 01 February 2014– 30 November 2014
- Second Reporting phase (National Coordinators): 01 December - 31 January 2015
- Evaluation phase: 01 February – 31 May 2015
- Final consolidated report for REF-3 with the WG recommendations: June 2015 (Forum 21)

Annex 2 e

Forum Working Group

Work Package A.1

"Prioritisation of REF Projects"

(Mandate reviewed at Forum-17)

Composition:

Chair: Dubravka KREKOVIC (HR) (rotating Chair – changing every year)

Vice Chair(s):

-

Forum Members/Alternates

- Paul CUYPERS (BE)
- Maria Letizia POLCI (IT Alternate)
- Oldrich JAROLIM (CZ)
- Tasoula KYPRIANIDOU LEONTIDOU (CY)

Invited Experts

- Abdulqadir SULEIMAN (NO)
- Semira MEHIC (SI)
- Hannah DOHERTY (UK)
- Helmut WITZANI (AT)
- Andrea MAYER-FIGGE (DE)
- Tamas KOVACS (HU)
- Elsa ALBUQUERQUE (PT)

ECHA

- Juan Pablo CALVO TOLEDO

Objective:

- Propose annually the subject for the next harmonised enforcement project coordinated by the Forum (REF Projects)

Mandate:
According to the working procedure for the prioritisation and selection of REF projects, the WG shall:

- Review annually a list of proposals for REF projects submitted by Forum members, ECHA Secretariat, the Commission and the Stakeholder Organisations accredited by ECHA (ASOs);
- Prioritise the subjects by applying Forum's methodology for the prioritisation, selection and management of REF projects
- Draft a recommendation proposing the subject for the next REF project
- Elaborate and update a registry of legal obligations subject to previous enforcement projects.

Propose to the Forum topics for pilot and small-scale projects as an output of the prioritisation exercise where appropriate.

In addition, the WG will revise the methodology for the prioritisation, selection and management of REF projects and implementing its working procedures to be adopted by the Forum.

The WG will operate from Forum-16 (October 2013) until the end of 2018 (end of the Forum WP 2014 – 2018). The mandate of the WG can be renewed to operate after this period.

Timelines:

- The basic timeframes are regulated by the Forum Methodology on Prioritisation and Selection of Project Proposals and the working procedure for the prioritisation and selection of harmonised enforcement projects coordinated by the Forum:
- Shortlist of subjects by Forum-19.

Annex 2 f

Forum Working Group
"Enforceability of restrictions"
Work Package B12
(Mandate revised at Forum-17)

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

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

European Commission

- Patricia HUALDE GRASA (COM)
- Rémié LEFEVRE (COM)

ECHA

- Juan Pablo CALVO TOLEDO (ECHA)
- Sotiris KIOKIAS (ECHA)

Objective:

- Facilitate the enforceability of restrictions

Mandate:

- According to the working procedure for developing the Forum advice on enforceability of the Annex XV proposals for restrictions adopted by the Forum, the WG shall:

  - Prepare a draft Forum advice on the enforceability of Annex XV proposals for restrictions that are in conformity with the REACH requirements, taking into account the comments of the Forum members.
  - Prepare a draft final Forum advice that will be submitted to the Forum for adoption.
  - Provide support on enforcement related issues to SEAC (co-) rapporteurs during the process of the elaborating the SEAC opinion.
- In the execution of this mandate, the members of the WG shall follow the rules and principles established in the mandate given by the Chair of the Forum to the individual members and invited experts of the WG.
- The WG shall report to the Forum the results of its findings and its actions between the plenaries
- 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 stakeholder organisations if needed, and other relevant bodies.
- Propose a manual intended to assist the control of compliance with the Annex XVII restrictions in close cooperation with ECHA.

Timeline:

- 31 December 2014, reporting at each plenary meeting

Annex 2 g

Forum Working Group

Work Package C.2.

"Training for enforcement trainers 2014"

(Mandate revised at Forum-17)

Composition:

Chair: Tasoula KYPRIANIDOU-LEONTIDOU (CY)

Forum Members/Alternates

- Eugen ANWANDER (AT)
- Mariano ALESSI (IT)
- Gro HAGEN (NO)
- Mihaiela ALBULESCU (RO)
- Anne-Catherine ALFANO (FR Alternate)
- Maria ORPHANOU (CY Alternate)

Invited Experts

- Natali PROMET (EE)
- Louise HANLEY (UK)
- Celsino GOVONI (IT)
- (DE)

Commission

-

Objective:

- Prepare and deliver the training for trainers on the enforcement of REACH and CLP in second half of 2014

Mandate:

- Examine the training subjects relevant for enforcement for second half of 2014 and prepare the priority topics for agreement before the Forum 17
- 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, summarise and evaluate the recommendations and reactions of participants

Timeline:

- Before Forum-17: conclude on list of subjects and prioritisation
- Forum-20: final report, depending on the date of the training

Annex 2 h

Forum Task Force for preparing the description of PIC Enforcement on national level and Forum activities related to PIC

(Mandate revised at Forum-17)

Composition:

- Jos VAN DEN BERG (NL)
- Katja VOM HOFE (DE)
- Eugen ANWANDER (AT)
- Mariano ALESSI (IT)
- Luigia SCIMONELLI (IT)
- Emma NURMI (FI)
- Juergen HELBIG (COM)

Objective:

- Define what is involved in PIC enforcement
- Describe the scope of coordinating PIC enforcement by the Forum
- Describe specific activities on PIC for MAWP 2014-2018

Mandate:

- Prepare a document describing PIC enforcement covering obligations checked, information needed and tools used.
- The document shall also draw conclusions on the scope of PIC enforcement coordination by the Forum clarifying the extent to which the Forum coordinates the work of different actors enforcing PIC (such as customs officers)
- Prepare a document proposing specific PIC related actions for the MAWP 2014-2018 and channel it to the WG MAWP for inclusion in the Forum's work programme

Timeline

- February 2014 – input for the WG MAWP
- Forum-17 – deliver the document on PIC in due time to allow adoption

Annex 2 i

Forum Working Group on

"Preparation of Forum Work Programme 2014-2018 and review of best practice documents"

(Mandate closed in Forum-17)

Composition:

Chair: Katja VOM HOFE (DE)

Forum Members

- Mike POTTS (UK) Vice Chair
- Tasoula KYPRIANIDOU-LEONTIDOU (CY)
- Gro HAGEN (NO)
- Eugen ANWANDER (AT)
- 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 2014-2018
- 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 identified role of the Forum)

Mandate:

- On the basis of the review, finalise the Forum Work Programme 2014-2018;

Timeline:

- Forum-17, March 2014– 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 2 j

Forum Working Group

"Interlinks"

(Mandate proposed at Forum-17)

Composition:

Chair: Mike POTTS (UK)

Forum Members/Alternates
- Katja VOM HOFE (DE)
- Parvoleta LULEVA (BG)
- Mihaiela ALBULESCU (RO)
- ?

Invited Experts
- Borbála ADER (HU)
- ?

Commission
-

Objectives:
- Support the development of institutional interlinks

Tasks:
- Further develop the consolidated guide on handling the interlinks between NEAs, MSCA and ECHA, including the relevant Focal Points
- Define the interlinks between institutions relevant for PIC enforcement and incorporate them in the consolidated guide on handling the interlinks between NEAs, MSCA and ECHA
- Support the operation of pilot projects related to interlinks if they are established
- Contribute to planning, preparation and conduct of the Workshop on Interlinks involving the Forum, MSCAs/DNAs* and ECHA to take place in Q4 2014.

Timeline:
- Forum-20 (March 2015)

Annex 3 - List of meeting documents and presentations in Forum-17

Documents and presentations uploaded in CIRCABC per Agenda Point[3]

AP	Documents/Presentations (PRES)
1.4	ECHA/Forum-17/2014/1.4
1.5	F17_PRES_1.5_Practicalities_WP_results
2	ECHA/Forum-17/2014/2
4	ECHA/Forum-17/2014/4_draft_mandates
4.1	ECHA/Forum-17/2014/4.1.1
	ECHA/Forum-17/2014/4.1.1_Annex 2
	ECHA/Forum-17/2014/4.1.1_Annex 3
	ECHA/Forum-17/2014/4.1.1_Annex 4
	F17_PRES_4.1.1_EIES
4.2	ECHA/Forum-17/2014/4.2.1
	F17_PRES_4.2.2_RIPE_project
4.3	ECHA/Forum-17/2014/4.3.1
	F17_PRES_4.3.1_Authorisation_project
4.4	ECHA/Forum-17/2014/4.4.1
	ECHA/Forum-17/2014/4.4.1_room_doc
	F17_PRES_4.4.1_REF-3
4.5	F17_PRES_4.5.1_prioritisation_REF_projects
4.6	F17_PRES_4.6.1_Restrictions
	F17_PRES_4.6.2_ECHA_Friendly_reading_AnnXVII
	F17_PRES_4.6.3_ECHA_Study_adm_burden_restrictions
4.7	ECHA/Forum-17/2014/4.7.1
	F17_PRES_4.7.1_Train_Trainers
4.8	ECHA/Forum-17/2014/4.8.1
	ECHA/Forum-17/2014/4.8.1_room_doc
	F17_PRES_4.8.1_PIC_TaskForce_report
4.9	ECHA/Forum-17/2014/4.9.1
	ECHA/Forum-17/2014/4.9.1_Annex
	F17_PRES_4.9.1_MAWP
6.1	ECHA/Forum-17/2014/6.1_room_doc
	F17_PRES_6.1_COM_Updates
6.2	F17_PRES_6.2_COM_ENFIND
6.3	ECHA/Forum-17/2014/6.3
	ECHA/Forum-17/2014/6.3_Annex
	F17_PRES_6.3_COM_Restrictions
7.1	ECHA/Forum-17/2014/7.1
	F17_PRES_7.1_COM_MS reporting
8.1	F17_PRES_8.1_FI_Enforcement
9.1	ECHA/Forum-17/2014/9.1_1
	ECHA/Forum-17/2014/9.1_2
9.2	ECHA/Forum-17/2014/9.2
	F17_PRES_9.2_ECHA_Survey_non_registrants
9.3	F17_PRES_9.3_ECHA_DCG
10.1	ECHA/Forum-17/2014/10.1

[3] In CIRCA BC: Forum IG - Library > iv_meetings > 20. Forum-17 (25-27 March 2014)

	F17_PRES_10.1_ECHA_FU_BOG
10.2	ECHA/Forum-17/2014/10.2
	ECHA/Forum-17/2014/10.2_Topic1
	ECHA/Forum-17/2014/10.2_Topic2
	ECHA/Forum-6/2009/2 (Topic 2)
10.3	F17_PRES_10.2_BoG1_SDS_Rapp
	F17_PRES_10.2_BoG2_MSR_Rapp
	F17_PRES_10.2_BoG3_DUatt_Rapp
12	ECHA/Forum-17/2014/12
	ECHA/Forum-17/2014/12_F-16_issue 4_room_doc
13.1	ECHA/Forum-17/2014/13.1_room doc
	F17_PRES_13.1_Interlinks
13.2	ECHA/Forum-17/2014/13.2
13.3	ECHA/Forum-17/2014/13.3
13.4	F17_PRES_13.4_PPORD
13.5	F17_PRES_13.5_FU_Mass_screening
14.1	F17_PRES_14.1_Stakeholder_survey
14.2	F17_PRES_14.2_WG_procedures
14.3	ECHA/Forum-17/2014/14.3
	F17_PRES_14.3_Invited_experts_evaluation
14.4	ECHA/Forum-17/2014/14.4_room doc
14.5	ECHA/Forum-17/2014/14.5
14.6	ECHA/Forum-17/2014/14.6
15.2	F17_PRES_15.2_SME_leaflet&campaign

Annex 4. Glossary of acronyms and abbreviations

ASO: ECHA's Accredited Stakeholder Organisations
CARACAL: MSCA Committee for REACH and CLP
CCH: Compliance checks
CLP or CLP Regulation: Regulation (EC) No 1272/2008 on Classification, Labelling and Packaging of Substances and Mixtures
C&L: Classification and Labelling
CMR: a substance or mixture which is carcinogenic, mutagenic or toxic to reproduction
COM: European Commission
CoRAP: Community rolling action plan
DSD: Dangerous Substances Directive
DG: Directorate General at Commission
DU: Downstream Users
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
eSDS: Extended safety data sheet
ESPN: Enterprise SMEs Policy Group
EU: European Union
GDAERF: Guide for Drafting Forum Advice on the Enforceability of Proposals for Restrictions
MAWP: Multi Annual Work Program
MS: Member States
MSCA: Member State Competent Authority
NEAs: National Enforcement Authorities
MoC: Manual of Conclusions
NC: National Coordinator
PPORD: Product and process oriented research and development
RAC: Risk Assessment Committee
REACH and REACH Regulation: Regulation (EC) No 1907/2006 concerning the Registration, Evaluation, Authorisation and Restriction of Chemicals
REF: REACH-EN-FORCE , Coordinated Enforcement Project of the Forum
RIPE: REACH Implementation Portal for Enforcers - IT system for Enforcers
RoP: Rules of Procedure
SVHC: Substance of very high concern
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
TPE: Testing Proposal Evaluations
WG: Working Group of the Forum
WP: Work Programme of the Forum