

Annex B

Template for exchanging information between MSAs

EXCHANGE OF INFORMATION BETWEEN MARKET SURVEILLANCE AUTHORITIES TEMPLATE FOR A REQUEST

FROM	
TO	
DATE	
THIS IS AN <input type="checkbox"/> INITIAL <input type="checkbox"/> ADDITIONAL <input type="checkbox"/> REMINDER REQUEST	
THE FEEDBACK EXPECTED IS <input type="checkbox"/> SUBSTANTIAL <input type="checkbox"/> SHORT <input type="checkbox"/> NO FEEDBACK, FOR INFORMATION ONLY	
FEEDBACK NEEDED BY .././...	

PRODUCT CATEGORY
 COSMETIC PRODUCTS
 TOYS
 MEDICAL DEVICES
 OTHER

TYPE OF REQUEST
 ACCIDENT
 HEALTH RELATED
 SAFETY RELATED
 OTHER

REQUEST

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ADDITIONAL INFORMATION / ATTACHMENTS

CONTACT

AUTHORITY	
CONTACT PERSON	
PHONE/EMAIL	

EXCHANGE OF INFORMATION BETWEEN MARKET SURVEILLANCE AUTHORITIES TEMPLATE FOR A REPLY

FROM	
TO	
DATE	

REPLY

<input type="checkbox"/> THIS AUTHORITY IS NOT THE COMPETENT AUTHORITY
<input type="checkbox"/> THE REQUEST HAS BEEN FORWARDED TO THE COMPETENT AUTHORITY (name & contact details)
<input type="checkbox"/> THE REQUEST SHOULD BE FORWARDED TO THE FOLLOWING COMPETENT AUTHORITY (name & contact details)
<input type="checkbox"/> THIS AUTHORITY IS THE COMPETENT AUTHORITY
REPLY : (...)