

Guidelines for submission of contributions in the frame of the public consultation process for the opinion prepared and approved for consultation by the non-food Scientific Committees (SCCP, SCHER, SCENIHR¹).

If you wish to submit comments, please read carefully the following information on the background, conditions, criteria, and follow up procedure of the consultation:

Objectives:

The report in question deals exclusively with scientific risk assessment aspects and was prepared by an independent Scientific Committee. The objective of the consultation is to provide specific comments and suggestions on the scientific basis of this particular opinion, as well as any other relevant scientific information regarding the questions addressed, in order to allow the Scientific Committees (SCCP, SCHER, SCENIHR) to focus on areas where it still has to refine its analysis.

It should be noted that this consultation process does not deal with policy or risk management needs and measures, for which the Committee has no mandate and competence and does not provide a forum for general political statements. In addition, this particular consultation procedure should not be confused with other consultations launched by the Commission regarding policy or regulatory matters, for which a different scope, as well as rules and procedures apply.

Terms and conditions:

In general, only submissions directly referring to the content of the report and relating to the issues that the report addresses, will be considered. Also, only studies and data which are published or accepted for publication in scientific reports or journals will be taken into consideration.

Any document referred to shall be attached as indicated in the template in an appropriate electronic form. All relevant material should be made available directly with the submission of the contribution. No researching of referenced documents or websites will be carried out.

¹ Three 'non-food' Scientific Committees in the field of consumer safety, public health and the environment, established by Commission Decision 2004/210/EC, namely: the "Scientific Committee on Consumer Products" (SCCP), the "Scientific Committee on Health and Environmental Risks" (SCHER) and the "Scientific Committee on Emerging and Newly Identified Health Risks" (SCENIHR).

It should be noted that a submission will not under any circumstances be considered if:

- It is submitted after the deadline.
- It is presented in any other form than the template provided.
- It exceeds the maximum length indicated for each section, or contains comments which do not correspond to the indicated title of that particular section.
- It contains information on individual cases or any other material not included in published reports.
- It contains complaints against institutions, personal accusations against experts, or includes irrelevant or offensive statements or material. Complaint should be made according to the existing procedures.
- It is related to policy or risk management aspects.

Follow up to be given to submissions:

- An automatic system to acknowledge receipt is foreseen in reply to submissions via the functional mailbox but no further individual reply will be made.
- In particular, there will be no further correspondence concerning submissions not complying with the criteria set out above.
- The Commission may decide, on a case by case basis, to publish the submissions corresponding to the criteria of the consultation, unless **the author has explicitly opposed publication of his or her contribution.**
- The Scientific Committee will consider all the relevant submissions related to the scope of the public consultation and will decide if and in what way each of the contributions should be taken into account in the formulation of the final opinion.
- Depending on the results of the consultation, the Scientific Committee may consider including a section on the results of the consultation, summarising in general terms the main issues arising from the consultation and how they are addressed in the report.
- It is not intended to provide any separate document on the consultation, the participation in it or a summary of the submission received.

- You are requested to provide contact details in the event that the Commission wishes to obtain further clarification on any technical issue you have raised.
- The Commission is committed to user privacy. Further information on the personal data protection policy can be obtained at:

http://europa.eu.int/geninfo/legal_notices_en.htm#personaldata