

## **Model letter to data providers concerning data exchange during the development phase**

### **Development of a European database on occupational exposure to hazardous chemicals**

Dear Madam or Sir [*Contact name from Data collection survey*],

By mandate of the European Commission, Directorate-General Employment, Social Affairs and Inclusion the [*name of the institute*] is conducting a study to create a database and develop a model to estimate the occupational exposure for a list of hazardous chemicals in the Member States of the European Union and EFTA/EEA countries.

The way in which this database will be maintained and updated in the future is currently explored by the European Commission. After completing the first step of this study on existing exposure data from European countries we have selected several databases as potential sources for the European exposure database. By including data from existing sources, the new database will reflect better the various situations in different sectors, countries, working conditions. The EU database is not meant to replace national or similar databases, but it will rely on them as potential contributors, extending their impact/importance from local to European level. All contributing sources will be listed by the EU database.

We would kindly ask you to support our work by sharing with us some of your data from [*name of the data source*]. Attached you will find further details regarding the substance list, the type of data you may provide and the conditions of transfer (a 'Memorandum of Understanding' is attached]

Please notice that we would use your data only for a development phase until the end of 2016. A regular data exchange after that date will be negotiated with our contractor, the General Directorate Employment, Social Affairs and Inclusion.

A supporting letter from the Directorate-General Employment, Social Affairs and Inclusion is also attached to this letter. The study is conducted by a consortium consisting of Kooperationsstelle Hamburg IFE (Germany)<sup>1</sup>, the Federal Institute for Occupational Safety and Health (BAUA, Germany) and the National Research and Development Institute on Occupational Safety - "Alexandru Darabont"<sup>1</sup> (INCDPM, Romania). More information can be found on the website [www.hazchematwork.eu](http://www.hazchematwork.eu).

Thank you in advance for your highly appreciated efforts.

Please do not hesitate to contact us ([info@hazchematwork.eu](mailto:info@hazchematwork.eu)) if you have any question.

Yours faithfully,

[*Name and Signature*]

