**Confidentiality Note**

**Study for the Swedish Chemicals Agency (KemI)**

**RoHS Annex II Restrictions Dossier for**

**Medium-Chained Chlorinated Paraffins**

This note describes how information you submit to RPA may be used for the purposes of this study which is undertaken on behalf of KemI. Your attention is drawn to the following:

***How your data and details may be used***

* If you are a company or industry association, any information you provide will not be directly linked to the name of your organisation in the reports that we submit to KemI for the purposes of being made available to the public (in the form of an RoHS Annex II dossier posted on the Internet).
* Any information you provide will solely be used for the purposes of this study
* Each question in the questionnaire allows you to specify whether any of the answers you provide should be considered commercially sensitive information. Please indicate if this is the case for each and every answer you provide. Commercially sensitive information will be included in a separate Confidential Annex which will be submitted to KemI. The Confidential Annex will not be part of our Final Report that we submit to KemI for the purposes of being made available to the public (in the form of an RoHS Annex II dossier posted on the Internet). However, KemI though is bound by Regulation (EC) No 1049/2001 on public access to documents. This means that if an application for access to the Confidential Annex is received KemI will have to assess it. For this reason, we encourage you to provide a short explanation every time you indicate that the information is considered as commercially sensitive. This will facilitate KemI to process an application (if any) pursuant to the above-mentioned Regulation and duly balance the involved interests.
* The names of all organisations contacted will generally be made available to KemI in the form of an alphabetical list. The alphabetical list of consultees will appear in our Final Report that we submit to KemI for the purposes of being made available to the public (in the form of an RoHS Annex II dossier posted on the Internet). Please confirm in writing which of the 3 options below would best suit your needs:

1. the name of your organisation is forwarded to KemI and published
2. the name of your organisation is forwarded to KemI within a confidential annex. The name will not be published
3. the name of your organisation is not forwarded to KemI.

***Definition of KemI***

In the context of this confidentiality note, “KemI” should be assumed to include the KemI employees tasked with monitoring the current project as well as to other KemI officials and departments. It is also expected that findings of RPA’s work that are submitted to KemI’s officers will eventually be made available to the European Commission as part of their decision-making process on the RoHS restriction dossier. Please be aware of this when submitting information to us.

**Finally, although you are very welcome to indicate which parts of your information should be handled as confidential, to allow us to keep the publicly available report as informative and transparent as possible, we would appreciate it very much if confidentiality claims could be kept to the required minimum.**

**Risk & Policy Analysts Ltd**

**September 2015**