



24.09.2018

## INVITATION & AGENDA for the FOURTH MEETING

### JA2016 Electrical Appliances 2 (Grant Agreement no 739851) 21<sup>st</sup> to 22<sup>nd</sup> November 2018

**Venue:** SIQ Ljubljana, Mašera - Spasičeva ulica 10, SI-1000 Ljubljana

**Time:** Wednesday 21<sup>st</sup> November from 09:30 to 17:00

Thursday 22<sup>nd</sup> November from 09:00 to 15:30

**Activity Leader:** Katarzyna Bednarz

**Activity Coordinator (Consultant):** Andrew Gordon

#### IMPORTANT TO BE NOTED

**Payment of travel costs**

PROSAFE reimburses travel and subsistence costs for the meetings for **ONE** market surveillance official from each Member State participating directly in 'Electrical Appliances JA2016' as per the JA2016 Grant Agreement.

**Confirmation of participation**

Please confirm your participation to [info@prosafe.org](mailto:info@prosafe.org)

**Lunch**

A light sandwich lunch for all participants.

*Project Leader (JA2016): Matthias Honnacker*

*Project Coordinating Consultants (JA2016): Bruce Farquhar and Torben Rahbek*

Agenda for Meeting No.4, Electrical Appliances 2, JA2016

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## FOURTH Meeting AGENDA

### 21<sup>st</sup> November 2018

TIME	N°	SUBJECT MATTER
9:15		Registration and coffee.
9.30	1.	Welcome and opening of the meeting by Matej Zontar (SIQ) and Katarzyna Bednarz, Activity Leader (Household Electrical Appliances, JA2016).
10:00	2.	Adoption of the agenda
10:15	3.	Tour of laboratory and introduction to SIQ-laboratory experts dealing with the testing of hair care appliances.
10:45		Coffee break
11:00	4.	Presentation of the testing results
12:30		Lunch
13:15	5.	Discussion of testing results and nonconformity with harmonised standards.
15:00		Coffee break.
15:15	5.	Continuation of agenda item 5
17:00	6.	Closure of the meeting, Katarzyna Bednarz (Activity Leader)

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## FOURTH Meeting AGENDA

### 22<sup>nd</sup> November 2018

TIME	N°	SUBJECT MATTER
08:45		Registration and coffee.
9.00	7.	Welcome and opening of the meeting
09:15	8.	Adoption of the agenda and approval of the previous minutes for the third meeting held on 5 <sup>th</sup> June 2018
09:30	9.	Review of the first day and evaluation of the testing results
09:45		Coffee break
10:00	10.	Discussion about nonconformities and realistic risk levels and injury scenarios for risk assessment purposes Determining the risk assessment criteria and progress on the documentation review part of the Activity
12:30		Lunch
13:15	10.	Continuation of agenda item 10
14:45		Coffee break
15:00	11.	Discussion about collecting the evaluation results (including technical documentation) and the follow-up phase of the Activity
15:15		Planning the next meeting to collect the results of follow-up activity in respective Member States
15:30	12.	Closure of the meeting

Agenda for Meeting No.4, Electrical Appliances 2, JA2016

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