



Brussels, **XXX**
[...] (2015) **XXX** draft

ANNEX 1

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1. FIELD DESCRIPTIONS

All fields provided for in the common format are mandatory (M).

Filter mandatory fields (F) become mandatory if a specific response is selected from a previous variable.

System generated fields (AUTO) are automatically generated by the software system.

For fields in which the response is to be selected from a list, corresponding reference tables will be provided, maintained and published on a Commission website.

2. SUBMITTER CHARACTERISTICS

The submitter is either the manufacturer or importer responsible for the submitted data.

Item #	Field	Description	Reporting	Submitter considers information confidential
	Submitter_ID	Submitter ID is the identification number attributed pursuant to Article 4	M	
	Submitter_Name	Official name of the submitter at Member State level, as linked to the VAT number	M	
	Submitter_SME	Indication whether the submitter, or its parent company if any, is an SME as defined in Commission Recommendation 2003/361/EC ¹	M	
	Submitter_VAT	VAT number of the submitter	M	
	Submitter_type	Indication whether the submitter is a manufacturer or importer	M	
	Submitter_Address	Address of the submitter	M	
	Submitter_Country	Country in which the submitter has its seat/domicile	M	
	Submitter_Phone	Business phone of the submitter	M	
	Submitter_Email	Functional business email address of the submitter	M	
	Submitter_Has_Parent_Company	Tick the box if the submitter has a parent company	M	
	Submitter_Has_Affiliate_company	Tick the box if the submitter has an affiliate company	M	
	Submitter_Appoints Enterer	Tick the box if the submitter has appointed a third party to submit its data on its behalf ('enterer')	M	

2.1 Manufacturer/Importer Parent company characteristics

For the parent company, the following information must be provided: Submitter ID number if any, official name, address, country, business phone and functional business e-mail address.

¹ Commission Recommendation 2003/361/EC of 6 May 2003 concerning the definition of micro, small and medium-sized enterprises (OJ L 124, 20.5.2003, p. 36).

2.2 Manufacturer/Importer affiliate company characteristics

For each affiliate, the following information must be provided: Submitter ID number if any, official name, address, country, business phone and functional business e-mail address.

2.3 Enterer reporting on behalf of the submitter

For the enterer, the following information must be provided: Submitter ID number if any, official name, address, country, business phone and functional business e-mail address.

3. PRODUCT INFORMATION SUBMISSION AND DESCRIPTION – PART A.

Item #	Field	Comments	Reporting	Submitter considers information confidential
	Submission_Type	Type of submission for the product	M	
	Submission_Start_Date	Submission date will be filled in automatically when the user submits the information about the product	AUTO	
	Tobacco_Product ID (TP-ID)	TP-ID is the identification number of the product used in the system in the format “submitter ID-year-product number” (NNNNN-NN-NNNNN), where “submitter ID” is the ID number of the submitter (see above), “year” is the year within which data on the product were submitted for the first time (2 digits) “product number” is the number attributed by the submitter to the product when submitting data for the first time	M	
	Tobacco_Product_ID_Other_Exist	Indication whether the submitter is aware of another product with the same design and composition that is marketed in the EU using a different TP-ID	M	
	Tobacco_Product_ID_Other	TP_ID of the product(s) with same design and composition known to the submitter	F	
	Tobacco_Product_ID_Other2	If TP_ID of the product(s) with same design and composition is not known to the submitter, indicate brand name and Member State(s) where product is placed on the market	F	
	Tobacco_Product_Same_Composition_Exist	Indication whether the submitter is aware of another product with the same proportion of ingredients in the tobacco blend composition	M	
	Tobacco_Product_Same_Composition_Other	TP_ID of the product(s) with the same proportion of ingredients in the tobacco blend composition known to the submitter	F	
	Tobacco_Product_Same_Composition_Other2	If TP_ID of the product(s) with the same proportion of ingredients in the tobacco blend composition is not known to the submitter, indicate brand name and Member State(s) where product is placed on the market	F	
	Product_Type	Type of tobacco product concerned	M	
	Product_Length	Average length of the product unit in mm	F	
	Product_Diameter	Average diameter (measured at the point with maximal diameter) of the product unit in mm	F	
	Product_Weight	Weight of one product unit ² , including the specified moisture, in mg	M	
	Product_Tobacco_Weight	Total weight of the tobacco in one product unit in mg	M	
	Product_Manufacturer_Identification	If the submitter is not the manufacturer, the official company name of the manufacturer of the product	F	

² One unit for loose tobacco is 1 g.

		including its contact details (multiple entries possible if the product is manufactured by multiple companies) ³		
	Product_Production_Multiple_Sites	Indication if the product is produced in multiple sites,	M	
	Product_Production_Site_Address	Address(es) of the site(s) where production is completed	M	
	Product_Technical_File	Technical document setting out a general description of the additives used and their properties	F	

3. PRODUCT INFORMATION SUBMISSION AND DESCRIPTION – PART B.

Where products are presented for sale in different formats, the following variables must be completed for each format.

Item #	Field	Comments	Reporting	Submitter considers information confidential
	Product_Brand_Name	Brand name under which the product is marketed in the Member State(s) to which information is being submitted.	M	
	Product_Brand_Subtype_Name	Product "subtype name" (if any) as marketed in the Member State(s) to which the product information is being submitted	M	
	Product_Unit_Packet_Picture_File	Picture of the unit packet (multiple entries possible). The picture must be clear enough to view details and to assist in the identification of unique products	M	
	Tobacco Product_launch_date	Date on which the submitter plans to launch/launched the product on the market	M	
	Tobacco Product_withdrawal_date	Date on which the submitter plans to withdraw/withdrew the product from the market	F	
	Product_Submitter_Number	ID number used internally by the submitter	M	
	Product_UPC_Number	UPC-12 (Universal Product Code) of the product	At least one of those numbers must be used consistently for all submissions made by a single submitter.	
	Product_EAN_Number	EAN-13 or EAN-8, (European Article Number) of the product		
	Product_GTIN_Number	GTIN (Global Trade Identification Number) of the product		
	Product_SKU_Number	SKU (Stock Keeping Unit) number(s) of the product		
	Product_National_Market	Member State(s) to which the product information below is being provided	M	
	Product_Package_Type	Type of product package	M	
	Product_Package_Units	Number of individual product units in the unit packet	M	
	Product_Package_Net_Weight	Net weight of one unit packet in g	F	
	Product_Sales_Volume	Information on annual sales volume of the product per Member State to be reported annually in product units or in kg loose tobacco (multiple entries possible)	M	
	Product_Other_Market_Data	Supplementary market data available to the submitter. To be updated in case new data become available.	F	
	Product_Market_Research_File	Internal and external studies on market research and preferences of various consumer groups, including young people and current smokers, relating to ingredients and emissions, available to submitter as well as executive summaries of any market surveys carried out when launching new products. To be updated in case new data	M	

³ For each manufacturer, the following information must be provided: ID number if any, official name, address, country, business phone and functional business e-mail.

		become available.		
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4. DESCRIPTION OF INGREDIENTS: TOBACCO

For each of the tobacco ingredients defined by leaf cure method, leaf type and part type used in the product, the following variables must be completed.

Item #	Field	Comments	Reporting	Submitter considers information confidential
	Tobacco_Part_Type	Type of tobacco part.	M	
	Tobacco_Part_Type_Other	Name of the tobacco part type if "other"	F	
	Tobacco_Part_Description_File	General description of the manufactured part type in the recipe. The description must provide detailed information on the quantitative and qualitative composition of the manufactured tobacco	F	
	Tobacco_Part_Manufactured_Supplier	For each supplier the following information needs to be provided: Submitter ID if existant, official name, address, country, business phone and functional business e-mail address	F	
	Tobacco_Leaf_Type	Type of tobacco leaf used	M	
	Tobacco_Leaf_Type_Other	Name or description of the tobacco leaf type if "other" or "unspecified"	F	
	Tobacco_Leaf_Cure_Method	Method used to cure the tobacco leaf	M	
	Tobacco_Leaf_Cure_Method_Other	Name or description of the cure method used if "other".	F	
	Tobacco_Quantity	Weight per product unit in mg	M	

5. DESCRIPTION OF INGREDIENTS: ADDITIVES AND OTHER SUBSTANCES/ELEMENTS

Item #	Field	Comments	Reporting	Submitter considers information confidential
	Ingredient_Category	Category of product component (e.g. filters, papers etc.)	M	
	Ingredient_Category_Other	The category of product component if "other"	F	
	Ingredient_Name	Chemical name of the ingredient	M	
	Ingredient_CAS	CAS (Chemical Abstracts Service) number	M	
	Ingredient_CAS_Additional	Additional CAS numbers if applicable.	F	
	Ingredient_FEMA_Number	FEMA (Flavour and Extract Manufacturers Association) number if any	F If a CAS number does not exist, at least one of those four numbers must be indicated. If	
	Ingredient_Additive_Number	If the ingredient is a food additive, its food additive "E number" set out in Annexes II and III to Regulation (EC) No 1333/2008 of the European Parliament and of the Council ⁴		

⁴ Regulation (EC) No 1333/2008 of the European Parliament and of the Council of 16 December 2008 on food additives (OJ L 354, 31.12.2008, p.16).

Ingredient_FL_Number	FL number, if any (European Flavouring number as set out in Annex I to Regulation (EC) No 1334/2008 of the European Parliament and of the Council ⁵)	more than one number is indicated, those numbers must be indicated in the following order of importance FEMA>Additive>FL>EC	
Ingredient_EC_Number	European Community (EC) number, if any		
Ingredient_Quantity_Fluctuate	Indication whether the ingredient quantity fluctuates across production batches	M	
Ingredient_Recipe_Quantity	Standard weight of the ingredient included in one product unit in mg according to recipe	M	
Ingredient_Recipe_Min_Level	Indication of the lowest range in weight (mg) of the ingredient in one product unit according to recipe, if the declared quantity fluctuates in order to adjust for the natural variations of the tobacco leaf	F	
Ingredient_Recipe_Max_Level	Indication of the highest range in weight (mg) of the additive in one product unit according to recipe, if the declared quantity fluctuates in order to adjust for the natural variations of the tobacco leaf	F	
Ingredient_Measured_Mean_Quantity	Mean weight of the ingredient in mg that was actually added per product unit during the reporting period calculated as the average of the quantities of that ingredient added to each produced standardised batch	F	
Ingredient_Measured_SD	Statistically derived standard deviation of the mean quantity of ingredient added per product unit within each standardised batch	F	
Ingredient_Measured_Number	Number of measurements considered	F	
Ingredient_Function	Function(s) of the ingredient	M	
Ingredient_Function_Other	Function of the ingredient if "other"	F	
Ingredient_Priority_Additive	Indication whether the ingredient is part of the priority list established pursuant to Article 6 of Directive 2014/40/EU	M	
Ingredient_Priority_Additive_Files	Copies of the report(s) which shall include an executive summary, and a comprehensive overview compiling the available scientific literature on that additive and summarising internal data on the effects of the additive	F	
Ingredient_Unburnt_Status	Indication whether the ingredient in unburnt status is characterised by any known type of toxicity or has carcinogenic, mutagenic or toxic for reproduction properties.	M	
Ingredient_REACH_Registration	Registration number pursuant to Regulation (EC) No 1907/2006 of the European Parliament and of the Council ⁶ , if any	M	

⁵ Regulation (EC) No 1334/2008 of the European Parliament and of the Council of 16 December 2008 on flavourings and certain food ingredients with flavouring properties for use in and on foods and amending Council Regulation (EEC) No 1601/91, Regulations (EC) No 2232/96 and (EC) No 110/2008 and Directive 2000/13/EC (OJ L 354, 31.12.2008, p.34).

⁶ Regulation (EC) No 1907/2006 of the European Parliament and of the Council of 18 December 2006 concerning the Registration, Evaluation, Authorisation and Restriction of Chemicals (REACH), establishing a European Chemicals Agency, amending Directive 1999/45/EC and repealing Council Regulation (EEC) No 793/93 and Commission Regulation (EC) No 1488/94 as well as Council Directive 76/769/EEC and Commission Directives 91/155/EEC, 93/67/EEC, 93/105/EC and 2000/21/EC (OJ L 396, 30.12.2006, p.1).

	Ingredient_CLP_Classification	Indication whether the ingredient has been classified under Regulation (EC) No 1272/2008 of the European Parliament and of the Council ⁷ and is in the classification and labelling inventory	M	
	Ingredient_CLP_Acute_Tox_Oral	Ingredient classification with regard to acute oral toxicity based on Regulation (EC) No 1272/2008	F	
	Ingredient_CLP_Acute_Tox_Dermal	Ingredient classification with regard to acute dermal toxicity based on Regulation (EC) No 1272/2008		
	Ingredient_CLP_Acute_Tox_Inhalation	Ingredient classification with regard to acute inhalation toxicity based on Regulation (EC) No 1272/2008		
	Ingredient_CLP_Skin_Corrosive/Irritant	Ingredient classification as a skin corrosive/irritant based on Regulation (EC) No 1272/2008		
	Ingredient_CLP_Eye_Damage/Irritation	Ingredient classification as responsible for eye damage/irritation based on Regulation (EC) No 1272/2008		
	Ingredient_CLP_Respiratory_Sensitisation	Ingredient classification with regard to respiratory sensitisation based on Regulation (EC) No 1272/2008		
	Ingredient_CLP_Skin_Sensitisation	Ingredient classification with regard to skin sensitisation based on Regulation (EC) No 1272/2008		
	Ingredient_CLP_Mutagen/Genotox	Ingredient classification with regard to mutagenicity/genotoxicity based on Regulation (EC) No 1272/2008		
	Ingredient_CLP_Carcinogenicity	Ingredient classification with regard to its carcinogenicity based on Regulation (EC) No 1272/2008		
	Ingredient_CLP_Reproductive_Tox	Ingredient classification with regard to its reproductive toxicity based on Regulation (EC) No 1272/2008		
	Ingredient_CLP_STOT	Ingredient classification with regard to its specific target organ toxicity based on Regulation (EC) No 1272/2008		
	Ingredient_CLP_STOT_Description	Explanations with regard to specific organ(s) affected based on the above classification (in text format)		
	Ingredient_CLP_Aspiration_Tox	Ingredient classification with regard to aspiration toxicity based on Regulation (EC) No 1272/2008		
	Ingredient_Tox_Data	Availability of toxicological data, concerning a substance, either in isolation or as part of a mixture. In each case, specify whether the toxicological data relate to the substance in burnt or unburnt form		M
	Ingredient_Tox_Emission	Existence of studies that indicate the chemistry and/or toxicity of emissions	F/M	
	Ingredient_Tox_CMUR	Existence of any study relating to the carcinogenicity, mutagenicity or toxicity for reproduction of the ingredient.	F/M	
	Ingredient_Tox_CardioPulmonary	Existence of In vitro and in vivo assays to evaluate the toxicological effects of the ingredient on the heart, blood vessels or respiratory tract.	F/M	
	Ingredient_Tox_Addictive	Existence of an analysis of the possible addictive properties of the ingredient.	F/M	
	Ingredient_Tox_Other	Existence of any other toxicological data not stated above	F/M	
	Ingredient_Tox/Addictive_File	Upload available studies indicated in the previous six fields (Ingredient Tox Data, Emission, CMUR,	F/M	

⁷ Regulation (EC) No 1272/2008 of the European Parliament and of the Council of 16 December 2008 on classification, labelling and packaging of substances and mixtures, amending and repealing Directives 67/548/EEC and 1999/45/EC, and amending Regulation (EC) No 1907/2006 (OJ L 353, 31.12.2008, p.1).

		CardioPulmonary, Addictive, Other)		
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6. TNCO AND OTHER EMISSIONS

Item #	Field	Comments	Reporting	Submitter considers information confidential
	Emission_Tar	Tar yield according to the ISO standard 4387 with the accuracy measurements determined in accordance with ISO standard 8243	F	
	Emission_Nicotine	Nicotine yield according to the ISO standard 10315 with the accuracy measurements determined in accordance with ISO standard 8243	F	
	Emission_CO	Carbon monoxide yield according to the ISO standard 8454 with the accuracy measurements determined in accordance with ISO standard 8243	F	
	Emission_TNCO_Lab	Identification of the laboratory/laboratories used to measure emissions of tar, nicotine and carbon monoxide	F	
	Emission_Other_Available	Indication as to whether other emissions have been measured	M	
	Emission_Methods_File	Description of the measurement methods used to assess the other emissions.	F	
	Emission_Name	Chemical name of the other emission(s) produced during the testing of the product	F	
	Emission_CAS	CAS (Chemical Abstracts Service) number of the other emissions	F	
	Emission_IUPAC	IUPAC (International Union of Pure and Applied Chemistry) name of the other emissions, should a CAS number not exist	F	
	Emission_Quantity	Quantity of the other emissions produced during the process of using the product, based on the measurement method used	F	
	Emission_Units	Unit in which the other emission is measured	F	

7. CIGARETTE SPECIFIC⁸

Item #	Field	Comments	Reporting	Submitter considers information confidential
	Cigarette characterising flavour	Classification of the cigarette as having a characterising flavour as referred to in Article 7(14) of Directive 2014/40/EU	M	
	Cigarette_Filter	Existence of a filter in the cigarette	M	
	Cigarette_Filter_Length	Length of the cigarette filter in mm	M	
	Cigarette_Filter_Ventilation	Total ventilation of the filter (0-100%)	M	
	Cigarette_Filter_Drop_Pressure_Closed	Drop of pressure with closed vents (mmH2O)	M	
	Cigarette_Filter_Drop_Pressure_Open	Drop of pressure with open vents (mmH2O)	M	

⁸ M and F in this section applies only to cigarettes.

8. SMOKELESS (ORAL-NASAL-CHEWING) SPECIFIC⁹

Item#	Field	Description	Reporting	Submitter considers information confidential
	Smokeless_pH	pH of the product	M	
	Smokeless_Nicotine_Content	Total nicotine content of the product per product unit	M	

9. ROLL-YOUR-OWN AND PIPE TOBACCO SPECIFIC¹⁰

Field	Field	Comments	Reporting	Submitter considers information confidential
	Roll-your-own/pipe_Total_Nicotine_Content	Total nicotine content of the loose product per product unit	M	

⁹ M and F in this section applies only to smokeless products.

¹⁰ M and F in this section applies only to roll-your own and pipe tobacco specific.