

Guidelines for members of the public wanting to attend a hearing before the Board of Appeal

Hearings before the Board of Appeal of the European Chemicals Agency (ECHA) will be held in Helsinki at the Agency's seat. Hearings will be open to the public unless the Board of Appeal has decided otherwise for confidentiality or other serious reasons.

For organisational and security reasons, members of the public wishing to attend a public hearing are required to send an email request to appeal@echa.europa.eu at least 10 calendar days before the scheduled date of hearing*. However, in view of the limited number of places available, it is recommended that a request to attend a hearing is submitted as soon as possible. Places will be allocated on a first come, first served basis.

Members of the public expressing the intention to attend a hearing will be informed whether they can attend. That confirmation will include further information regarding attendance and rules of security and conduct that visitors are required to comply with during a hearing.

If a hearing is cancelled or postponed, the Registry of the Board of Appeal will endeavour to inform the members of the public wishing to attend the hearing as soon as possible.

Members of the media wishing to attend a public hearing should contact the Press office of ECHA through the following email address: press@echa.europa.eu at least 10 calendar days before the scheduled date of hearing.

Attendees at a hearing are responsible for making their own arrangements and for covering the costs of attending the hearing.

If during a hearing, reasons of confidentiality or other reasons so require, the attendees of a hearing shall be asked to leave the hearing room for as long as required.

* Any personal data collected in the context of members of the public wanting to attend a hearing will be treated in accordance with Regulation (EC) No 45/2001 of the European Parliament and of the Council of 18 December 2000 on the protection of individuals with regard to the processing of personal data by the Union institutions and bodies and on the free movement of such data (OJ L 8, 12.1.2001, p. 1).