**INDUSTRIAL FORUM**

**RECOMMENDATIONS on REPORTING OBLIGATIONS**

**as part of the *administrative burden* that companies face in *cross-border activities***

**in the Single Market**

***General remarks:***

*The* ***purpose*** *of this template is to provide guidance for your* ***recommendations*** *for a* ***list of Top 20 most burdensome and most urgent changes*** *to reduce / streamline reporting obligations that companies face in cross-border activities in the Single Market.*

*For a comprehensive and representative set of recommendations, please make sure that those are based on a* ***broad outreach to your* *constituencies.***

***Scope****: The listed* ***reporting obligations*** *should cover all relevant mandatory administrative reporting requirements, independent of their frequency or triggering event.*

***Recommendation****: Please put the relevant reporting obligations in the* ***order of importance****, by starting with the most important/urgent ones.*

*Please use the* ***attached table*** *for your recommendations. We suggest that, in terms of timing, you first focus on the blue highlighted questions.*

1. **Recommendation No 1**
   1. Legislative reference

* Please provide the reference to the legislation (number, title) with the relevant articles or other sections that generate the concerned reporting obligation.
* Please indicate the level of the reporting obligation, i.e. who is under the reporting obligation to whom (B to B, B to MS authority, B to COM, MS authority to MS authority, MS authority to COM, other).
  1. Explanation of the reporting requirement
* Please explain the legislative requirement: set out the context of the concerned reporting requirement and explain what practical obligations they entail for businesses /administrations.
* How often do the relevant businesses/administrations face the reporting requirement (frequency/periodicity of the reporting requirement)? What is the triggering event (such as a specific action by the company or an emergency or other), for the reporting requirement, if any?
  1. Economic benefit of removing/ simplifying the reporting requirement
* Who would be the main beneficiary of the removal/simplification of the reporting obligation? MS administration/Business/Other: please specify.
* What would be the economic benefit of removing/ simplifying the concerned reporting requirement? Please set out the benefits in terms of cost-, time-savings, and/or other advantages.
* Please put forward any reasons for special importance or urgency.
  1. Examples
* Please provide examples of how the reporting obligations work in practice for your business/administration.
  1. Suggested solutions
* Please provide suggestions to improve the situation and reduce/rationalise the administrative burden stemming from the relevant reporting requirements.
* If possible, please explain what type of change your suggested improvement would require (removal of legal obligation, simplification of legal requirements, other simplifications reducing the reporting burden (reduced frequency, reduced scope in terms of companies/administrations covered, reduced requirements on the substance of the reporting, other relevant aspects where simplification can reduce overall burden). Please avoid “policy” recommendations and try to be as specific as possible.

1. **Recommendation No 2** 
   1. Legislative reference
   2. Explanation of the reporting requirement
   3. Economic benefit of removing/ simplifying the reporting requirement
   4. Examples
   5. Suggested solutions
2. **Recommendation No 3** 
   1. Legislative reference
   2. Explanation of the reporting requirement
   3. Economic benefit of removing/ simplifying the reporting requirement
   4. Examples
   5. Suggested solutions

*Please continue the list as relevant.*

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| **RECOMMENDATION NO 1** | | |
| **1.1 Legislative reference** |  | |
| 1. Reference to the legislation (number, title) generating the reporting obligation |  | |
| 1. Level of reporting obligation (who is under the reporting obligation to whom) | Business to business □  Business to MS authority □  Business to COM □ | MS authority to MS authority □  MS authority to COM □  Other: □ |
| **1.2 Explanation of reporting requirement** |  | |
| 1. Explain the concerned reporting requirement and what practical obligations they entail for businesses /administrations |  | |
| 1. Please indicate the frequency /periodicity of the relevant reporting requirement. What is the triggering event for the reporting requirement, if any? |  | |
| **1.3 Economic benefit of removing/ simplifying the reporting requirement** |  | |
| 1. Who would be the main beneficiaries of the removal/simplification? | MS Administration: Please specify if relevant.  Business: Please specify if relevant.  Other: Please specify if relevant. | |
| 1. What would be the economic benefit of removing/simplifying the concerned reporting requirement? Please set out the benefits in terms of cost-, time-savings, and/or other advantages. |  | |
| 1. Please put forward any reasons for special importance or urgency |  | |
| **1.4 Examples** |  | |
| Please provide examples of how the reporting obligations work in practice for your business/administration |  | |
| **1.5 Suggested improvements** |  | |
| Please provide suggestions to improve the situation and reduce/rationalise the administrative burden from the relevant reporting requirements. |  | |
| Please indicate the type of change your suggested improvement would require (removal of legal obligation, simplification of legal requirements, reduced scope, reduced requirements or other simplifications reducing the reporting burden). Please specify, if relevant. |  | |

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| **RECOMMENDATION NO 2** *(same table as above)* | |
| **2.1 Legislative reference** |  |
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