

**EFSA Technical meeting with applicants on the Completeness checklist of the  
EFSA Submission Guidance for applications  
under Regulation (EC) No. 1829/2003**

**Brussels, 12<sup>th</sup> December 2011**

**AGENDA**

**Date:** Monday, 12 December 2011

**Time:** 9:00 – 13:30h

**Venue:** The Silken Berlaymont Hotel, Brussels (Belgium)

**Chair:** EFSA – Christina Ehlert

Time	#	Speaker	Items
09:00 13:00	<b>Morning: procedures and administrative issues</b>		
09:00 09:10	1	Christina Ehlert	EFSA welcome
9:10 – 10:30	2	EFSA and EuropaBio	Clarifications on the completeness checklist of the EFSA Submission Guidance
10:30 11:00	<i>Coffee</i>		
11:00 – 12:20	5	EFSA and EuropaBio	Clarifications on the completeness checklist of the EFSA Submission Guidance
12:20 – 12:30	<i>Coffee</i>		
12:30 – 13:00	6	EFSA and EuropaBio	Clarifications Appendices C to H to questions sent by EuropaBio
13:00 – 13:20	7	EFSA and EuropaBio	Application preparation and procedure
13:20 – 13:30	Concluding remarks, closing of the meeting		