

**Category 1**

**Category 2**

**Category 3**

**Category 4**

**Common obligations**

(External/intra Community trade)

Notify suspicious transactions or orders  
*...to the competent authorities*

Appoint a responsible officer  
*...who ensures compliance with legislation*

Secure premises  
*...against theft*

Obtain a licence

Register premises  
*...with the authorities*

Register premises  
*...only in the case of export*

**External trade**

Report annually to the competent authorities  
*...on exports, imports, intermediary activities*

Document and label all transactions  
*...and keep records for 3 years*

Obtain an export authorisation

*...Only for certain countries of destination*

Obtain an export authorisation

Obtain an import authorisation

**Intra Community trade**

Report annually to the competent authorities  
*...on quantities used and supplied, and customers*

*...Only upon request*

Document and label all transactions  
*...and keep records for 3 years*

Obtain a customer declaration  
*...per substance, indicating its uses, and the name and address of the customer*

Supply only to customers holding a licence