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*Document number*

**REPORT TO THE TECHNICAL BOARD(S)**

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| **Group title**:  |
| Secretariat: NC/NSB |
| Meeting: on Date, in Place |
| Date of last report to CEN and/or CLC BT(s): |
| NC/NSBs, Partners and other organizations represented at the meeting *(ex; DIN, BSI, ANEC, EC, etc):*  |
| Date(s) and place(s) of future meeting(s):  |

1. **Main topics addressed and relevant actions taken since last report to CEN and/or CLC BT(s):** *(ex: follow-up BT decisions, new Standardization Request, new EC initiative, TORs revision, revision of group structure (incl. creation/disbandment of subgroups and corresponding Convenorship), etc.)*
2. **EC initiative/piece of legislation/EC funded projects connected to the groups' activities:** *(incl. link with Standardization Request execution and involvement in SRAHG)*
3. **Dissemination/promotional aspects:** (*ex: future events, reporting past events, guidelines under development incl. target date for finalization, communication to other TCs, website update, etc.)*
4. **Connection with other coordination groups/sector forum (incl. from international counterparts):** *(ex: 'CEN-CLC Sector Forum 'abc' representative attended the meeting')*
5. **Question(s)/recommendations(s) for CEN and/or CLC BT(s):** *(incl. request for new liaison(s))*
6. **Additional remark(s) from Secretariat addressed to BTs:**