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|  | Plant Health Laboratory  Nematology Unit | **REGISTRATION** | |
| Ennov Reference :  Application Date : | LSV035/FSE/149  02/06/2020 |
| **PROOF AGREEMENT** | | | |

Sir, Madame,

The Nematology Unit proposes to send the analysis reports electronically instead of by post in order to reduce the time taken to send them and to facilitate their transmission. These electronic reports are in all respects identical to the reports sent by post.

**To do so, please complete this form and return it signed to us at the following address, preferably by email:** [rennes.lsv@anses.fr](mailto:rennes.lsv@anses.fr)or LSV – unité de nématologie, Domaine de la Motte au Vicomte, BP 35327, 35653 LE RHEU Cedex, FRANCE.

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| **TO BE COMPLETED BY THE APPLICANT (recipient of results)** | | |
| Name / Organization: | | |
| Address: | | |
| Post Code: | City: | |
| **Email:** | | Phone: |

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| **RESPONSIBILITY / COMMITMENT OF THE LABORATORY** |
| The laboratory undertakes to guarantee the confidentiality, integrity and authenticity of analytical reports by the following means:   * Transmission of the analysis reports in PDF format via a download link contained in an e-mail sent to the above-mentioned e-mail addresses in connection with the above-mentioned e-mail address (link valid for 6 months). The dispatch email address is that of the person who sends the analysis report in the laboratory management software (in the format [firstname.surname@anses.fr](mailto:firstname.surname@anses.fr)). * Analysis reports are approved (authorization for dispatch) by an authorised signatory via the laboratory management software. Thus, the reports include the identification of the signatory, his or her function and a statement indicating that the analysis reports have been validated via the laboratory's computer application instead of a signature. * Retention as proof of analysis reports in an electronic document management tool according to the length of the laboratory's internal archiving period. |

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| **RESPONSIBILITY / COMMITMENT OF THE APPLICANT** |
| * I accept the terms and conditions for sending, issuing and storing test reports as set out above. * I acknowledge the probative value of the analysis report in PDF format in the same way as a paper analysis report. * I accept as proof the date of sending of the PDF file and its identification number as it appears on the laboratory's system. * I acknowledge that the laboratory cannot be held responsible for any problem occurring during the electronic transfer of the document due to the risks inherent to any Internet connection and transmission (e.g. loss of mail, messaging problems, failures of the access provider, etc.). * I undertake to communicate any change of e-mail address by means of this signed proof agreement (available on the agency's website) |

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| **TAKING EFFECT** |
| Sending the analysis reports electronically will only be taken into account upon receipt of this signed document. It will be end at the explicit request of the client made by mail, notifying the renunciation of the transmission of reports by electronic mail. |

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| **APPLICANT VALIDATION** | | |
| Date:       /       / | Name: | Signature: |