

CORRESPONDENCE WITH THE EUROPEAN COMMISSION IN TRADE DEFENCE CASES

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1. HOW TO SUBMIT DOCUMENTS

European Commission
Directorate-General for Trade
Trade Defence Greffe

Physical address:

Rue de la Loi, 170
1000 Brussels, Belgium

Postal address:

CHAR 04/039
1049 Brussels, Belgium

Email: **Case-specific email, as mentioned in the Notice of Initiation**

- Please quote the Commission's case number in all correspondence.
- Please submit documents/comments using the TRON.tdi platform (<https://tron.trade.ec.europa.eu/tron/TDI>).¹ You can find instruction to all TRON.tdi functionalities in the User's Guide (<https://tron.trade.ec.europa.eu/tron/resources/documents/usersGuide.pdf>).²
- Emails relating to a case may be sent to the case-specific functional mailbox for non-submission correspondence..
- Your use of TRON.tdi and email means that you accept the rules set in this document.
- The Commission will only communicate with you electronically, unless you explicitly request to receive all documents from the Commission by another means of communication or unless the nature of the document to be sent requires the use of registered mail.

2. RECEIVING DOCUMENTS FROM THE COMMISSION

- The Commission will use the TRON.tdi website to send documents and notifications to interested parties.
- You will receive an email from the Commission (sender: Trade-Tron-NoReply@ec.europa.eu) (to the email address you have given us) notifying you that

¹ If submission via TRON.tdi fails you may submit your documents by email, or registered mail if too large to be sent.

² You may still send documents to the Commission by hand or by registered mail. However, documents sent using one means of communication must not be re-sent by another means.

there is a document available on TRON.tdi for you to read and download. The email will contain a link which will send you to the TRON.tdi website.

- Access to TRON.tdi is through your EU Login account.
- If you do not have an EU Login account then full instructions are available from the link below. You will need to register to get access to TRON.tdi.
- These documents may have an expiry date attached. This means that after a certain date the document will be deleted from TRON.tdi and you will no longer have access to it.

3. HOW TO ACCESS THE FILE FOR INSPECTION BY INTERESTED PARTIES

The file for inspection by interested parties may be accessed as follows:

- (1) Send a submission via TRON.tdi asking for access to the non-confidential file as per your interested party status;
- (2) Usually within 2 working days you will receive by email a response to your request informing you whether access is granted;
- (3) If access is granted, you will immediately see the relevant case on your personal TRON.tdi home page with a Consultation link to the non-confidential file.
- (4) If access is denied and you do not agree with the reasons for this decision, you may request the intervention of the Hearing Officer.

Full information on access to TRON.tdi is available from this link:

<https://tron.trade.ec.europa.eu/tron/resources/documents/gettingStarted.pdf>

If you have any questions then please contact the Trade Service Desk on TRADE-SERVICE-DESK@ec.europa.eu or telephone +32 2 297 97 97 during normal Brussels working hours.

4. PRINCIPLES THAT APPLY TO ELECTRONIC CORRESPONDENCE

- The calculation of periods and deadlines is governed by Regulation (EEC, Euratom) No 1182/71 of the Council of 3 June 1971 determining the rules applicable to periods, dates and time limits.
- The Commission does not accept liability for any errors, delays or omissions which may arise as a result of any email transmission.