EUROPEAN COMMISSION
DIRECTORATE GENERAL
ECONOMIC AND FINANCIAL AFFAIRS
Fiscal policy and policy mix
Euro Protection and euro cash

ETSC - Guidelines

On the implementation of Regulation (EU) No 1210/2010 of the European Parliament and of the Council of 15 December 2010 concerning authentication of euro coins and handling of euro coins unfit for circulation.

(October 2019)

Table of contents

1. INTRODUCTION

Regulation (EU) No 1210/2010[1] of the European Parliament and of the Council of 15 December 2010 concerning authentication of euro coins and handling of euro coins unfit for circulation introduces binding rules for the authentication of euro coins to be carried out by means of coin-processing machines or by trained personnel. This Regulation requires that the European Technical Scientific Centre (ETSC)[2] establish technical modalities in a number of specific areas.

The present guidelines replace the previous ETSC guidelines of September 2011 and of October 2016 and aim at satisfying that requirement: they set out the principles for conducting the detection test for coin-processing machines, for the training for manual authentication and for the on-the-spot controls. Additionally, they determine the specifications for checking unfit coins and modalities for annual reporting by Member States to the Commission are described.

The guidelines are structured as follows:

- **Section 2:** describes the principles of the detection test, training practices for manual authentication and controls by Member States.
- **Section 3:** describes the principles for checking unfit coins.
- **Section 4:** describes the reporting from Member States to the Commission.
- **Annexes:** collection of templates.

[1] OJ L 339, 22.12.2010, p. 3.

[2] Commission Decision (EU) 2017/1507 of 28 August 2017 amending Decision 2005/37/EC establishing the European Technical and Scientific Centre (ETSC) and providing for coordination of technical actions to protect euro coins against counterfeiting.

2. AUTHENTICATION OF EURO COINS

2.1. Detection test

2.1.1. Purpose

Coin-processing machines[3] which are used for the authentication of euro coins must successfully pass a detection test. The detection test can be conducted by designated national authorities or by the ETSC[4].

The purpose of the detection test is to check that a machine type is capable of rejecting the known types of counterfeit euro coins and, in the process, euro coins unfit for circulation and all other coin-like objects that do not comply with the specifications of the euro coins. The purpose of the detection test is not to determine whether a device is user-friendly, safe, durable, easily serviceable, etc.

2.1.2. Test procedure

A detection test should be conducted with a test pack (composed of representative types of counterfeit euro coins found in circulation) and genuine euro coins; other items could be included in the future, if considered necessary. The composition of the test pack is described in the European Technical Procedure for the Detection Test, issued by the ETSC.

2.1.3. Period of validity of test results

After successful testing, a detection test report summary should be issued for the attention of the manufacturer of the tested machine and submitted to the ETSC[5] through the LICO[6] tool. The ETSC ensures that the type of machine successfully tested will be included in the list of machines types published on the Commission's website[7].

The test results will be valid for two years from the date of the test. The detection test report summary is kept for at least three years and may be used for comparison purposes.

2.1.4. Detection test report summary

The detection test report summary[8] should contain the following specifications with regard to the testing:

---

[3] For an overview of coin-processing machine categories, see Annex 6.
[4] Art. 4 (1) of Regulation (EU) No 1210/2010.
[5] Art. 5 (1) of Regulation (EU) No 1210/2010.
[6] The LICO (LIst of COin processing machine IT assistant) is an IT tool, which allows Designated National Authorities of the Member States to transmit detection test reports. The ETSC will also use the tool to update the "consolidated list of coin-processing machines" and to publish it on the Commission website.
[7] Art. 5 (2) of Regulation (EU) No 1210/2010.
[8] See Annex 1.

- The manufacturer's name;
- The machine name;
- The type of machine[9];
- Model/version;
- Sensor installed;
- Version of software;
- The validity of the test;
- Test pack version;
- The date of the testing;
- Signatures of the authorised person from the Coin National Analysis Centre (CNAC)/ETSC and the manufacturer.

The signed detection test report summary is sent by the testing CNAC to the ETSC through the LICO tool for the inclusion of the machine on the published consolidated list of coin-processing machines.

2.1.5. Declaration of conformity

In addition to the detection test report summary, manufacturers shall submit a declaration of conformity[10] to the designated national authorities[11] for coin-processing machines that have not been tested but which have the same detection capacity related to the detection and rejection of counterfeit euro coins, as a machine found on the list of successfully tested machines.

The declaration of conformity should contain the following data:

Regarding the machine type tested:

- The manufacturer's name;
- The machine name;
- The type of machine[12];
- Model/version;
- Sensor;
- Version of software;
- Date of test;
- Performer of test.

Regarding the machine type declared to conform with a tested machine type:

[9] For an overview of coin-processing machine categories, see Annex 6.
[10] See Annex 2
[11] Pursuant Article 2 (c) of Regulation (EU) No 1210/2010, "designated national authority" means the Coin National Analysis Centre or another authority designated by the Member State concerned.
[12] For an overview of coin-processing machine categories, see Annex 6.

– The machine name;
– The type of machine;
– Model/version;
– Sensor;
– Version of software;
– Date, location and signature of authorised person.

The declaration of conformity has to be checked by the national authorities and subsequently sent to ETSC through the LICO tool. The ETSC checks all declarations of conformity before the publication on the Commission's website.

2.1.6. Consolidated list of coin-processing machines

A consolidated list of coin-processing machines[13] will be published containing all machine types for which the detection test is valid or for which a declaration of conformity has been received.

The information to be included in the consolidated list of coin-processing machines should contain the following:

– Identification number (ID) of tested machine;
– The manufacturers name;
– The machine name;
– Model version;
– Sensor version;
– Version of software;
– The type of machine[14];
– Date of test.

For machines that are declared to conform with a tested machine type the following specifications should be listed:

– Identification number (ID) of machine that is declared to conform with a tested machine type;
– The machine name;
– Model version;
– Sensor version;
– Version of software;
– The type of machine[15];
– Information on the tested machine type with which it is conform;

[13] See Annex 3
[14] For an overview of coin-processing machine categories, see Annex 6.
[15] For an overview of coin-processing machine categories, see Annex 6.

- Identification number (ID) of the corresponding tested machine;
- Date of declaration.

The consolidated list will be updated when a new detection test report summary is received, an existing detection test report summary is no longer valid. The declaration of conformity shall be removed at the same time as the removal of a tested machine type or in the event the Commission cancels the declaration.

In addition, the ETSC keeps and maintains a complete list of all coin-processing machines tested or declared to conform for reference which is also published on the Commission website.

2.2. Training practices for manual authentication

Euro coins received by an institution and intended to be put back into circulation are subject to an authentication procedure. Authentication of euro coins should be carried out using coin-processing machines which have successfully passed a detection test. Authentication may also be carried out manually by personnel trained in accordance with modalities defined by Member states or by EC/ETSC[16]. National competent authorities should collaborate on training professionals directly involved in cash handling. Competent national authorities[17] may apply for funding under the 'Pericles 2020' programme for such training. Training for manual authentication should provide information on genuine euro coins (mainly 50 cent, 1 and 2-euro coins) and give guidance on how to check euro coins for authenticity. The training aims at enabling the participant to identify genuine coins and to separate them from suspect coins. Training for manual authentication of euro coins should be delivered during training seminars by duly qualified trainers. A training seminar should include a 'hands-on' training where the trainees are given a mix of counterfeit and genuine coins to check authenticity. Alternatively, an interactive training tool (on CD-ROM or via website) could be used.

2.3. Controls by Member States

Member States put controls in place regarding the authentication of euro coins[18]. They appoint an authority that is entitled to perform on-the-spot controls.

Where institutions apply manual authentication, the institution should submit proof to the competent national authority that the personnel authorised to conduct manual authentication are duly trained.

[16] Art. 3 (1) of Regulation (EU) No 1210/2010.
[17] The list of national competent authorities is published in the Official Journal, 2015/C 264/02, 12.8.2015, p. 2.
[18] Art. 6 (1) of Regulation (EU) No 1210/2010.

Where coin-processing machines are used, Member States carry out annual on-the-spot controls at the institution's premises with a view to verifying the proper functioning of a representative number of coin-processing machines used for authentication.

For the purpose of the Regulation one should include coin-processing machines used for authentication at official premises.

It is the prerogative of the competent national authority to decide announced or unannounced visits.

2.3.1. On-the-spot-controls

2.3.1.1. Preparation of on-the-spot-controls

The following items should be prepared by the appointed authority:

- Written procedures for carrying out on-the-spot-controls;
- Previous reports;
- Preparation of audit documents;
- Reference pieces (test pack);
- General information concerning the institution to be audited;
- Clarify the access procedures;
- list of machines;
- Information to institution on time, composition of team and documents/information required to be available.

2.3.1.2. Carrying out of on-the-spot-controls

The controls should be conducted by a minimum of two representatives from the competent national authority. The controllers should have received proper training by a CNAC (as a minimum one of them). It is advisable to foresee a preliminary meeting with the managing personnel of the company giving information in regard to the objectives and duration of the visit, if necessary. Re-examination of the relative documentation should take place before proceeding with the check on site of the machines conformity.

2.3.1.3. Checking of administrative procedures

On-the-spot-controls should also verify the following:

- The existence of written instructions relating to the use of automatic coin-processing equipment;
- The allocation of appropriate human resources;
- The existence of a written maintenance plan intended to keep coin-processing machines at their appropriate performance level. This plan could include:

- Number of machines;
- Addresses of each manufacturer and maintenance service;
- Maintenance contract information;
- Frequency of maintenance;
- Indication concerning the type of maintenance (ordinary or special), inside the institution or by external support;
- Information related to the coin-processing machines (type, brand, model, software);
- Type of failures and replacement parts;

– The existence of written procedures for submitting suspect coins, unfit euro coins or coin-like objects to the designated national authorities. These procedures could include:
  - Address of the designated national authorities;
  - Packaging requirements (mandatory for unfit coins);
  - Instructions for handling the withdrawal report;
  - Responsibility;
  - Data recording and traceability;
  - Formalities for the delivery (security bag suggested);
  - Delivery time.

– The existence of internal control procedures describing the modalities and the frequency of the controls to be carried out by institutions to ensure that their sorting centres and their personnel follow the instructions.

2.3.1.4. Checking of coin-processing machines used for authentication

Before starting the testing procedures an inventory of the existing coin-processing machines should be made verifying that:

– all the machines have been communicated to the competent authorities;
– the machine types are listed in the consolidated list published by the European Commission.

The detection test is used to control coin-processing machines. The composition of the Test Pack[19] could be adjusted after consultation of the Counterfeit Coin Expert Group (CCEG)[20]. It is recommended that all coin-processing machines used for authentication are checked. A minimum representative number of coin-processing machines declared by the institution should be checked. These machines should be in the main process lines. If different brands of machines are used a possible criterion of choice could be to select at least one machine for every brand.

[19] Art. 7 of Regulation (EU) No 1210/2010.
[20] Commission Decision of 19.10.2015 setting up the Counterfeit Coin Experts Group on the Commission's policy and Regulations regarding the protection of euro coins against counterfeiting (C(2015) 6968 final).

2.3.1.5. Reporting after the on-the-spot-control

After each on-the-spot-control an 'inspection report[21]' should be drafted complying with the internal rules. The report could address the following elements:

- Name of the company, location and date of inspection;
- Name and position of the participants in the audit:
  - From controlling competent authority;
  - From audited institution.
- Current situation of the institution:
  - Number of coin-processing machines present on site;
  - Brand, type, serial number, software and version of software, date of purchase, in use since;
  - Number and type of machines not included in the list.
- Coin-processing machines' conformity (as part of the general remarks):
  - Number of coin-processing machines checked through the detection test;
  - Result of the detection test for each machine tested;
  - Possible result of the detection test for the machines not included in the list;
  - Volume of coins processed by each machine for the three highest denominations (if not all machines are tested in the sorting centre) or the average of each machine when all the machines of a sorting centre are tested;
  - Irregularities observed during the execution of the detection test (i.e. problems of detection for a particular sub-family of counterfeit coins).

In addition to the above-mentioned information, further details of the tested machines should be included in the inspection report for each machine (excel tables may also be used):

- Manufacturer;
- Type of machines;
- Type of sensor;
- Type of software;
- Serial number;
- Test result/Remarks.

2.3.1.6. Rectification of non-compliances

During the on-the-spot-controls two types of non-compliance may be noted:

[21] See Annex 5.

1. Non-performance of coin-processing machines[22]:

If a machine fails the detection test and cannot be adjusted during the control, the concerned institution takes the necessary measures to ensure that the machine will be rectified. During that time the machine concerned should not be used for authentication purposes. After the re-adjustment the machine concerned should be re-tested before using.

If the machine fails for a second time it has to be removed or replaced by choice of the institution. If the institution fails to comply, member states may provide for a (administrative) fine. This fine could be proportionate to the replacement value of the machine concerned (e.g. a fine of EUR 1 000 to a machine worth EUR 50 000 will not be effective) and/or to the economic loss of non-functioning.

2. Non-compliance regarding procedures[23]:

If an institution does not comply regarding procedures the controlling entity will specify the non-compliance. The concerned institution will have to submit within a reasonable time, with a maximum of 6 months, a written confirmation, including proof, that the non-compliance has been rectified. In the next on-the-spot control special attention will be given to the issue(s) on which non-compliance has been noted.

Reporting Non-compliance[24]:

Description of non-compliance should be recorded in the report during the inspection, including the following data:

- Description of non-compliance;
- Proposed corrective action and relevant timeframe;
- Proposed preventive action (if necessary);
- Signature by the institution and the inspector;
- approval date of the corrective action only in case of serious non-compliance (by the national competent authority – i.e. Ministry);
- Communication by the institution to the appointed authority concerning the action undertaken.

[22] Art. 6 (2) of Regulation (EU) No 1210/2010.
[23] Art. 6 (6) of Regulation (EU) No 1210/2010.
[24] Art. 6 (7) of Regulation (EU) No 1210/2010.

3. HANDLING OF EURO COINS UNFIT FOR CIRCULATION – SPECIFICATIONS FOR CHECKING UNFIT COINS

Art. 11 (1) provides that Member States may check submitted euro coins unfit for circulation. Member States may check unfit coins submitted for:

- the quantity declared for each of the bags/boxes:
- the authenticity and visual appearance, with a view to both ensuring that there are no counterfeits and to determine that the euro coins are still recognizable as such.

3.1. Checks for the quantity

Checks for the quantity of coins submitted should be performed by weighing each bag/box. Additionally, each bag/box should be checked for visible anomalies.

3.2. Checks for authenticity and visual appearance

Checks for both authenticity and visual appearance may be conducted through sampling. As a minimum, a representative sample of 10 % of the quantities submitted should be checked for the denominations of 50 cent, 1 euro and 2 euro.

3.2.1. Checks for authenticity

Checks for authenticity should be performed on the samples by means of the following procedures:

- in the case of staff-operated machines, they should be adjusted according to the procedures provided for in chapter II of the Regulation;
- in other cases, the criteria defined by the CNACs should apply.

In the event that any counterfeit is detected, the entire quantity in the bag/box will need to be authenticated.

3.2.2. Checks for visual appearance

Checks for visual appearance should be performed on the samples with a view to determining whether a bag/box shows anomalies, such as wrongly sorted coins, non-euro coins or euro coins with a non-identifiable denomination.

In cases where anomalies occur at a proportion greater than 1 %, the entire quantity of coins in each concerned bag/box shall be examined manually, in a way defined by the competent national authorities.

Pursuant to Article 2 (b) of this Regulation, the following definition shall apply: “euro coins unfit for circulation means euro coins that are genuine but have been rejected during the authentication process or euro coins the appearance of which has been significantly altered”.

The practical definition of unfit for circulation involves those coins which fail in any part of either machine processing or hand-to-hand transactions, so the decision about the fitness for the purpose of the coins relies on sensor readings or human perception, respectively.

The scope of this picture catalogue is not to define which coins are subject to reimbursement by Member States, but to give an overview of what can be considered as significantly altered, regardless of it is caused by relatively long circulation or accident, or even by a deliberate action.

In the course of the inspection stage, euro coins with any kind of the defects shown in the table below are considered as unfit for circulation.

List of criteria for “visual inspection” – unfit coins		
	Feature	Description
1	Dirtiness	Significant distribution of dirt (glue, oil stain, ink) across the coin
2	Corrosion	Noticeable deterioration in its appearance
3	Mechanical damage	Physical deformation resulting in shape or size modifications
4	Assembled coins	Wrong reassembly of different parts in the same coin
5	Mint defects	Mis-struck of defective coins and as such put into circulation
6	Burnt, polished and cleaned coins	
7	Others	Various types of alteration for decorative or artistic purposes

1. Dirtiness

A dirty coin means euro coins that exhibit a significant degree of dirtiness randomly distributed across the surface to the extent that it creates doubts about their authenticity.

Dirtiness may be due to the contact with different agents, such as moisture, soil, fire, glue, paint, varnishes or any other element that could affects the surface tarnishing and adherences.


50
EURO
CENT
1
EURO
1
EURO
1
EURO
2
EURO
2002
2001

2. Corrosion

It means euro coins subjected to various chemical agents, mainly acids, or under some treatments that may lead to oxidation, pitting, discoloration or other levels of physical deterioration.

These corroded and etched coins usually suffer a severe alteration of their visual appearance, even having ruined the coin relief and edge motifs, so it creates doubts about their authenticity since the coin details may be hard to identify.


1
1 EURO
2 EURO
2 EURO
2 EURO
1 EUR
1 EURO
1 EURO
50
EURO CENT
50
EURO CENT
50
EURO CENT
20
EURO CENT

3. <u>Mechanical damage</u>

It is the case of euro coins which have been significantly altered by a mechanical process, either by a deliberate action or by accident, in a way that produces a physical deformation resulting in modifications from the original shape, size or other technical specifications that makes them become unfit for circulation.

A certain number of actions according to the following cases set out the most common damages due to mechanical process. Euro coins that present any of this feature, not been relevant the location or size, should be removed from circulation.

a. Pierced (holes)

		
b. Broken, mutilated		
		
		
		

c. Bent and punched (due to impacts)

d. Smooth surface (excessively worn images)



e. Separated parts of coins



f. Other mechanical damages


4. Assembled coins

It is considered that a coin is re-assembled when separated parts of the same denomination (only for bimetallic coins of 1 and 2 euro) were joined after mechanical manipulation.

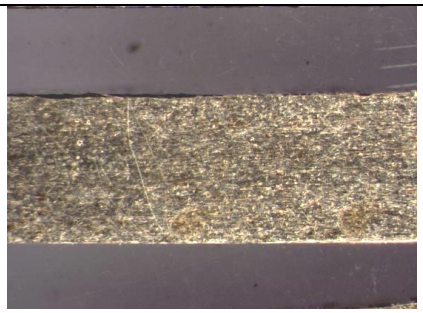
In some occasions, the core of the 1 and 2 euro coin could be replaced by other euro coin denomination or by the inner part of any other bimetallic coin from another currency.

5. Mint defects

Although the production of euro coins meets the highest standards of quality along the EU mints with clearly struck images and neat details, due to several reasons some faults in the process might occasionally happen. This category also includes the case of mis-struck defective euro coins or whose technical parameters are significantly altered and as such put into circulation.

Since some of the following features are not visually recognizable, it is necessary to perform a deep inspection to assess the reason for being unfit. In any case, euro coins that present this kind of defects should be removed from circulation.

a. No magnetic properties (total or partial lack of internal nickel layer)



b. Manufacturing defects (out of collar, defective moulding, misminting)

c. No edge lettering or no appropriate edge lettering

d. Single alloy (the same type of material in both the core and the ring)		
		

6. Burnt, polished and cleaned coins

7. Others

Among others, in this category can be found cases such as genuine euro ring with foreign core, foreign ring with genuine euro core, 1-euro coin 'rolled' to the size of a 2-euro coin, euro coins used for making jewellery, euro coins used by magicians, etc.

a. Mutilated/altered coins including altered coins for artistic purposes






<table>
<tr><td> 
</td><td> 
</td><td> 
</td></tr>
<tr><td colspan="3">b. Coated coins (genuine coins decorated with glitter or sparking substances)</td></tr>
<tr><td> 
</td><td> 
</td></tr>
<tr><td> 
</td><td> 
</td></tr>
<tr><td> 
</td><td></td></tr>
</table>

c. Partially melted coin	
	

3.3. Deliberately altered coins (Art. 8(2) of Regulation (EU) No 1210/2010)

Regulation (EU) No 1210/2010 lays down procedures for authentication of euro coins and for handling of euro coins unfit for circulation. It basically identifies 3 steps to handle unfit euro coins:

- Members States are obliged to withdraw from circulation coins unfit for circulation (Art 8(1));
- Member States shall reimburse or replace unfit coins and may refuse reimbursement of euro coins under the conditions mentioned in Art 8 (2) that reads 'Member Slates may refuse reimbursement of euro coins unfit for circulation which have been altered either deliberately or by a process that could be reasonably expected to have the effect of altering them';
- Withdrawn unfit coins are destroyed so that those coins cannot be put back into circulation or be submitted for reimbursement (Art 8 (3)).

Therefore, the EU legislator leaves it up to Member States to decide whether or not in a particular case euro coins unfit for circulation have been altered either deliberately or by a process that could be reasonably expected to have the effect of altering them.
In practice such a decision is taken by the national competent authorities based on the results of technical analysis and other factors on a case-by-case basis.

Nevertheless, euro coins that have undergone through a process such as waste incineration plants, metal recycling plants, etc. can be considered as deliberately altered coins and consequently Member States may not reimburse.

An indicative list of deliberately altered coins is provided below.

a. Mechanical damage		
		
		
b. Burnt (inceneration plant)		
		
		

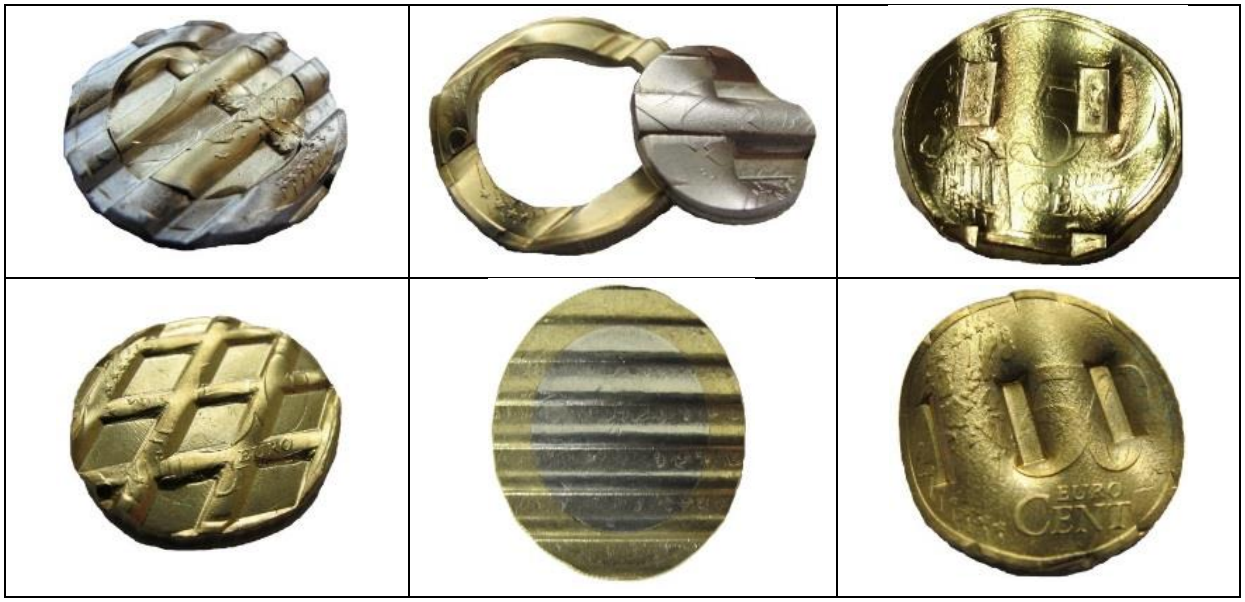
c. Reassembled coins		
		
d. Coins altered for artistic purpose (colored, engraved)		
		
		
		

3.4. Blanks for euro coins production

Genuine euro coins are minted using blanks based on established technical specification.
Blanks are to be considered as "coin-like object" and should be rejected during the authentication process. They shall be withdrawn from circulation and not reimbursed.

3.5. Demonetised coins

In order to ensure that unfit coins removed from circulation cannot be put back into circulation or be submitted for reimbursement they are subject to physical and permanent deformation (e.g. wave type bending, elongation, grooves, cut-outs, mesh of rhombuses).
Demonetised coins are to be considered as "coin-like object" and should be rejected during the authentication process. They shall be withdrawn from circulation and not reimbursed.
The following pictures show some examples of demonetized euro coins:



4. ANNUAL REPORTING BY MEMBER STATES TO COMMISSION

Member States shall submit annually reports[25] to the Commission on their activity as regards authentication of euro coins. The Commission will analyse the reports and will present an annual report to the Economic and Financial Committee.

Member States submit their annual report at the beginning of each calendar year, starting in 2013. The reports should be submitted before 15 February. Member States shall communicate the following information to the Commission:

- Number of coins processed during the previous year for the three highest denominations;
- Number of controls carried out;
- Number of coin-processing machines checked;
- Test results of the detection test;
- Volume of coin processed by these machines;
- Number of suspect coins analysed;
- Number of unfit coins reimbursed.

[25] See Annex 5.

5. ANNEXES

Annex 1: Detection test summary report form
Annex 2: Declaration of conformity form
Annex 3: Consolidated list of machines successfully tested
Annex 4: Inspection report form (sample)
Annex 5: Annual report form
Annex 6: Categories of Coin-Processing Machines

ANNEX 1

(Logo ETSC or CNAC)

DETECTION TEST REPORT SUMMARY[1]

In line with Article 5 of the Regulation (EU) No 1210/2010 of the European Parliament and of the Council of 15 December 2010 concerning authentication of euro coins and handling of euro coins unfit for circulation.

Company name (manufacturer)	
Machine name	
Type[2]	
Model/Version[3]	
Sensor[2]	
Version of software[2]	

The above machine type was set up in standard working conditions by the submitter[4]. The machine has been subject to a detection test using a coin test pack[5]. The detection test was successfully passed.

The declaration is only valid when the machines do not return rejects to the customer.

The test is valid until: _____

Test pack version[4]: _____

[1] This detection test report summary is valid only if the manufacturer or a authorised representative is represented during the test session, independently from the location where the test takes place, provided that the test takes place at a CNAC or at ETSC or at the manufacturer premises.

[2] Categories of Coin-Processing Machines can be found on http://ec.europa.eu/economy_finance/euro/anti-counterfeiting/etsc/index_en.htm

[3] The description should provide sufficient information exclusively on elements relevant for the machine's capability to reject counterfeits.

[4] Submitter is the manufacturer or an authorised representative.

[5] The precise content of the coin pack used for the tests is defined in the European Technical Procedure for the Detection Test

Legal considerations:

This document aims solely at reporting the results of the test that has been conducted. The ETSC or CNAC and the machine manufacturer thus agree and accept the following:

- This report does not certify or guarantee in any way the capacity of the equipment tested to detect counterfeits or to authenticate euro coins and does not imply any recommendation by the ETSC or CNAC that third parties should use the type of machine tested.
- The ETSC or CNAC shall not be held responsible for the interpretation potentially made of the results reported or for results different from the ones observed during the test.
- The counterfeit euro coins used for the test reported above are, to the best of the knowledge of the ETSC and CNACs, those most commonly found in circulation in the euro area at the time of the last update of the counterfeit families used for testing. Since the possibility cannot be excluded of new types of counterfeits appearing after the most recent update, it is the responsibility of the manufacturer to regularly retest the detection devices and to make appropriate adjustments and modifications to the detection mechanism in the machine with a view to detecting new counterfeits unknown at the date of the test.

On signing this report the manufacturer assumes the commitment:

- to use this report exclusively in bilateral contacts between the manufacturer or authorised representatives and their clients interested in the type of equipment tested;
- to not use this report for advertisement;
- to not mention, in any way, that the equipment tested has been certified by the ETSC or CNAC;

The clients of the manufacturer interested in the type of equipment tested may contact the (*ETSC or CNAC*) in order to confirm the authenticity of this report.

Done at [*Location***], [***Date***]**

For the (*ETSC or CNAC*)	For the manufacturer:
Name:	Name:
Title:	Title:
Signature:	Signature:

DATA PROTECTION PRIVACY STATEMENT

The European Technical & Scientific Centre (ETSC) established by Council Decision 2003/861/EC is established within the European Commission (EC) in Brussels.

Pursuant to Articles 11 and 12 of Regulation (EU) 2018/1725, on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC, please be informed that your personal data are stored in EC's electronic and paper files concerning this matter for the purposes of implementing Regulation (EU) 1210/2010 (concerning authentication of euro coins and handling of euro coins unfit for circulation). The categories of your personal data being processed are identification data and professional data. EC staff responsible for the ETSC has access to your data. Your data will be stored for a maximum of fifteen years. You have the right to access the personal data we hold regarding you and to correct and complete them. On request and within three months from its receipt, you may obtain information concerning your personal data. Any such request should be addressed to the Controller (ECFIN-Data-Protection@ec.europa.eu). You may lodge a complaint concerning the processing of your personal data with the European Data Protection Supervisor (edps@edps.europa.eu) at any time.

ANNEX 2

MANUFACTURER'S DECLARATION ON CONFORMITY

(Version 2 of September 2016)

for coin-processing machines with respect to machines successfully tested by the ETSC or a CNAC in the framework of the Regulation (EU) No 1210/2010 of the European Parliament and of the Council of 15 December 2010 concerning authentication of euro coins and handling of euro coins unfit for circulation.

We

[company name and address]

herewith declare, that our coin-processing machine, with the following characteristics:

Company name (manufacturer)[1]	
Machine name[2]	
Type[2]	
Model/Version[2]	
Sensor[2]	
Version of software[2]	
Date of the test[2]	
Test performed by	

further referred to as "Tested Machine Type", and the following machine(s):

Machine name	Type	Model/Version[1]	Sensor[2]	Version of software[2]

not officially tested and further referred to as "Further Machine(s)"

[1]As mentioned in the Detection Test Report Summary

[2]Categories of Coin-Processing Machines can be found on http://ec.europa.eu/economy_finance/euro/anti-counterfeiting/etsc/index_en.htm

have the same detection capacity used with regard to the detection and rejection of counterfeit euro coins.

We declare that only Coin-Processing Machines, which comply with the categories of Annex 6 of the "ETSC Guidelines", are declared to be in conformity with a "tested machine".

We request that, on the basis of this Declaration, the above listed Further Machine(s) be published on the Commission's webpage
[http://ec.europa.eu/economy_finance/euro/cash/euro_protection/documents/machines_en.pdf]
in the list of machines for which a valid declaration on conformity has been received. The following disclaimer shall also be added to the publication: *"These machines have not been tested by the ETSC or a CNAC but, according to the manufacturer, are identical with the Tested Machine Type regarding the detection of counterfeit coins and other items in the test pack".*

We explicitly accept that the reference to (all) the Further Machine(s) on the Commission's website will be removed at the same time as a removal of a Tested Machine Type, when the validity of this Declaration of conformity expires or in case we cancel this Declaration.

We take full liability for any damages, direct or indirect, caused by this Declaration or by the fact that the Commission/ETSC or a CNAC or any third party has relied on this Declaration after its publication on the Commission's website.
This Declaration is valid for a period of time not exceeding the validity of the test of the Tested Machine Type, referred to above.

Done at [*Location***], [***Date***]**

For the company (manufacturer)
Name:
Title:
Signature:

This Declaration should be sent to the designated national authority or to ETSC that carried out the detection test.

DATA PROTECTION PRIVACY STATEMENT

The European Technical & Scientific Centre (ETSC) established by Council Decision 2003/861/EC is established within the European Commission (EC) in Brussels.

Pursuant to Articles 11 and 12 of Regulation (EU) 2018/1725, on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC, please be informed that your personal data are stored in EC's electronic and paper files concerning this matter for the purposes of implementing Regulation (EU) 1210/2010 (concerning authentication of euro coins and handling of euro coins unfit for circulation). The categories of your personal data being processed are identification data and professional data. EC staff responsible for the ETSC has access to your data. Your data will be stored for a maximum of fifteen years. You have the right to access the personal data we hold regarding you and to correct and complete them. On request and within three months from its receipt, you may obtain information concerning your personal data. Any such request should be addressed to the Controller (ECFIN-Data-Protection@ec.europa.eu). You may lodge a complaint concerning the processing of your personal data with the European Data Protection Supervisor (edps@edps.europa.eu) at any time.

ANNEX 3

CONSOLIDATED LIST OF COIN-PROCESSING MACHINES SUCCESSFULLY TESTED OR DECLARED TO CONFORM

Regulation (EU) No 1210/2010 (art. 4) concerning the authentication of euro coins and handling euro coins unfit for circulation stipulates that coin-processing machines used for authentication purposes shall have successfully passed a detection test carried out by the designated national authority or by the European Technical & Scientific Centre (ETSC).

The attached list (chapter I) includes coin-processing machines that have been successfully tested in the last 24 months. Inclusion in the list means that one machine of this type was tested successfully at a given time. This does not guarantee that other machines of the same type function in the same way, as this would depend on a number of criteria, notably the adjustment and the correct maintenance of the machine.

The validity period for a successful test is twenty-four months. If a machine of a certain type has not successfully undergone a new test before the end of this period, the machine will be taken off the list.

The acceptance criteria applied were those ones defined in the Commission guidelines on the implementation of the Regulation (EU) No 1210/2010. Machine manufacturers were required to set up their machines in standard working conditions (as opposed to "specific test conditions").

In addition coin-processing machines are listed (chapter II) which have not passed a detection test but for which a declaration of conformity from the manufacturer was received guaranteeing that a successfully tested coin-processing machine and other coin-processing machine(s) not officially tested, have the same hardware, software and other components used with regard to the detection and rejection of counterfeit euro coins.

I: Consolidated list of successfully tested coin-processing machines

Test validity period: twenty-four months from the date of the latest test.

ID	MANUFACTURER NAME	NAME/MODEL/VERSION	SENSOR	SOFTWARE	TYPE	TEST DATE

Disclaimer

1. The published table of test results does not certify or guarantee in any way the capacity of the equipment tested to detect counterfeits or to authenticate euro coins and does not imply any recommendation by the Commission/ETSC or the CNACs that third parties should use the type of machine tested. Thus, to the extent permitted by applicable law, the Commission/ETSC or the CNACs do not accept any liability whatsoever for any direct or indirect damage resulting from the performance of the tests, the publication, non-publication or removal from the Internet of the test results, or for the tests' outcomes.

2. The Commission/ETSC or the CNAC shall not be held responsible for the interpretation potentially made of the results reported or for results different from those observed during the test. Furthermore, the published table does not imply any warranty by the Commission/ETSC or the CNACs, whether expressed or implied, that the types of devices tested can detect counterfeit euro coins continuously and without error. This is also the case concerning a machine's fitness for use, or use for purposes other than intended, irrespective of whether the users of the device comply with the user requirements or not.

3. The counterfeit euro coins used for the test reported above shall be, to the best of the knowledge of the Commission/ETSC and CNACs, those most commonly found in circulation in the euro area at the time of the last update of the counterfeit families used for testing. Since it cannot be excluded that new types counterfeits appear after the most recent update, it is the responsibility of the manufacturer to regularly retest the detection devices and to make appropriate adjustments and modifications to the detection mechanism in the machine with a view to detecting counterfeits discovered after the date of the test.

II: List of machines for which a valid declaration of conformity has been received

In an effort to avoid excessive administrative procedure and regulatory compliance costs, manufacturers shall be offered the possibility to guarantee conformity for coin-processing machines which have not been tested. By signing the declaration of conformity, a manufacturer guarantees that a successfully tested coin-processing machine, referred to below as "Tested Machine Type", and other coin-processing machine(s) not officially tested, referred to below as "Further Machine(s)", has the same hardware, software and other components used with regard to the detection and rejection of counterfeit euro coins.

The list below contains further machine(s) for which a valid declaration of conformity has been received by the ETSC.

ID	MANUFACTURER NAME	NAME/MODEL/VERSION	SENSOR	SOFTWARE	TYPE	DECLARATION DATE	TESTED CPM ID	TESTED CPM

Disclaimer

The machines in the list above have not been tested by the ETSC or a CNAC but, according to the manufacturer, are identical to the Tested Machine Type regarding the detection of counterfeit coins.

ANNEX 4

LOGO (competent authority)		**Company:** **Location:** **Date**:

EXAMPLE

INSPECTION REPORT

- In line with Article 6 of the Regulation (EU) No 1210/2010 of the European Parliament and of the Council of 15 December 2010 concerning authentication of euro coins and handling of euro coins unfit for circulation -

Company:	
Location:	
Date:	

Participants		
	Name	**Function**
Company		
Competent authority		

Aim of the inspection:
General remarks:
Details:
Shortcomings:
Conclusion:

Date:
Name:

_____
Signature (competent authority)

Date:
Name:

_____
Signature (Company)

1. General issues

No.	Question	Remarks
1.1	Are you certified e.g. ISO 9000? Which norm and by which institute?	
1.2	Are there procedures which guarantee the execution and judgement of corrective and preventive measures?	
1.3	How many coin-processing machines are used for authentication?	
1.4	Were all these machines in the list of coin-processing machines successfully tested at the time of purchase?	
1.5	How many coins have been processed by each machine for the three highest denominations or what is the relevant average number per sorting machine (when all the sorting machines of the centre are tested)?	

2. Administrative procedures conformity[1]

No.	Question	Remarks
2.1	Does a written policy providing instructions relating to the use of automatic coin-processing equipment exist?	
2.2	Are appropriate human resources allocated to the task.	
2.3	Does a written maintenance plan intended to keep all coin-processing machines at their appropriate performance level exist?	
2.4	Do internal control procedures exist ? (describing the modalities and frequency of controls to be carried out by institutions, ensuring that their sorting centres and their personnel follow instructions)	
2.5	Do written procedures exist for submitting suspect coins, unfit euro coin or coin-like objects to the designated national authorities?	
2.6	Have all machines been correctly maintained?	
2.7	Are machines re-checked if a problem occurs?	
2.8	Does a written procedure exist regarding the management of a possible machine malfunction?	

[1] Short-comings under section 2 must be resolved before the next audit. A re-audit will not take place.

3. Coin-processing machines conformity[2]

Total number of coin-processing machines tested: _____

No.	Details		Test result / remarks
3.1	Manufacturer:		
	Model:		
	Type:		
	Serial number		
	Software:		
	Date of purchase :		
	In use since (date):		
3.2	Manufacturer:		
	Model:		
	Type:		
	Serial number		
	Software:		
	Date of purchase:		
	In use since (date):		

[2] Short-comings under section 3 are serious and must be resolved within an agreed time frame. A re-audit will take place.

ANNEX 5

ANNUAL REPORT BY MEMBER STATES TO COMMISSION

In line with art 12 of Regulation (EU) No 1210/2010 of the European Parliament and of the Council of 15 December 2010 concerning authentication of euro coins and handling of euro coins unfit for circulation the following information is submitted:

Country: _____

Period: _____

		Remarks:
Number of coins processed in YYYY for three highest denomination (total):		
50-eurocent		
1-euro		
2-euro		
Number of controls carried out:		
Number of coin-processing machines checked:		
Test results:		
Conform:		
Not conform:		
Volume of coins processed by those machines:		
Number of suspect counterfeits analysed:		
Number of unfit coins reimbursed:		
Derogations: (details, if yes)		

Remarks:

ANNEX 6

CATEGORIES OF COIN-PROCESSING MACHINES

Pursuant to Article 3 of the Regulation (EU) No 1210/2010, credit institutions shall ensure that euro coins which they have received and which they intend to put back into circulation are subject to an authentication procedure. They shall implement that obligation by means of (a) coin-processing machines (CPM) included in the list of coin-processing machines published on the Commission's website or (b) by trained personnel.

Namely, the credit institutions have the obligation to authenticate incoming euro coins.

Coin-Processing machines are either staff-operated machines or customer-operated machines: The table below gives an overview of the categories and sub-categories of coin-processing machines used, indicating whether the machine falls under Regulation (EU) No 1210/2010, and whether it fulfils the credit institution's obligation to authenticate incoming euro coins.

STAFF-OPERATED MACHINES				
	Sub-category	**Description**	**Machine falls under Reg. 1210/2010 (authenticates incoming euro coins)**	**Credit institutions have to take further steps to fulfil their obligation to authenticate**
1	**CSM** Coin Sorting machines	Back-office machine used by staff of the credit institution, and sorting coins by denomination	YES	NO
2	**CCM** Coin Counting machines	Back-office machine used by staff of the credit institution, and counting coins	YES	NO

CUSTOMER-OPERATED MACHINES				
	Sub-category	**Description**	**Machine falls under Reg. 1210/2010 (authenticates incoming euro coins)**	**Credit institutions have to take further steps to fulfil their obligation to authenticate**
1	**CDM1** Coin Deposit Machine type 1 – *Rejects suspect coins*	Allows customers to deposit euro coins into their bank accounts, but do not have any cash-dispensing functions	NO	YES *All coins (rejected and accepted) have to be authenticated by a staff-operated coin-processing machines or by trained personnel*
2	**CDM2** Coin Deposit Machine type 2 – *retains suspect coins*	Allows customers to deposit euro coins into their bank accounts, but do not have any cash-dispensing functions. Coins that are not accepted as genuine by this machine are retained inside the machine itself, and will be authenticated at a later stage by a staff-operated coin-processing machine	NO	YES *All coins retained (suspect and genuine) have to be authenticated by a staff-operated coin-processing machines or by trained personnel*
3	**CRM1** Coin Recycling Machine type 1 – *rejects suspect coins*	Allows customers to deposit euro coins into their bank accounts and to withdraw euro coins from their accounts. There are two separate circuits in the machine: one for dispensing and another one for depositing coins. The coins which are included at the dispensing circuit of the machine are authenticated by a staff –operated machine before they are put to the dispensing circuit. Coins which are deposited by the customer and are not accepted as	NO	YES *All coins (rejected and accepted) have to be authenticated by a staff-operated coin-processing machines or by trained personnel*

		genuine by this machine are rejected and returned to the customer.		
4	**CRM2** Coin Recycling Machine type 2 – *retains suspect coins*	Allows customers to deposit euro coins into their bank accounts and to withdraw euro coins from their accounts. There are two separate circuits in the machine: one for dispensing and another one for depositing coins. The coins which are included at the dispensing circuit of the machine are authenticated by a staff –operated machine before they are put to the dispensing circuit. Coins which are deposited by the customer and are not accepted as genuine by this machine are retained inside the machine itself at a separate circuit, and will be authenticated at a later stage by a staff-operated coin-processing machine along with those coins accepted as genuine.	NO	YES *All coins retained (suspect and genuine) have to be authenticated by a staff-operated coin-processing machines or by trained personnel*
5	**CRM3** Coin Recycling Machine type 3 – *retains suspect coins and authenticates*	Allows customers to deposit euro coins into their bank accounts and to withdraw euro coins from their accounts. Coins that are not accepted as genuine by this machine are retained inside the machine itself, and are authenticated by the machine	YES	NO