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## Section 1 – Economic Operator Information

List all economic operators involved in manufacturing, importing, and placing the product on the EU market.

### Manufacturer

- Name: [Insert Name]
- Trade Name / Trademark: [Insert Trade Name]
- Full Address: [Insert Address]
- Email / Website: [Insert Contact Details]
- Telephone: [Insert Phone]
- Contact Person / Role: [Insert Name]

### Importer (if applicable)

- Name: [Insert Name]
- Trade Name / Trademark: [Insert Trade Name]
- Full Address: [Insert Address]
- Email / Website: [Insert Contact Details]
- Telephone: [Insert Phone]
- Contact Person / Role: [Insert Name]

### EU Authorised Representative / Responsible Person

- Name: [Insert Name]
- Trade Name / Trademark: [Insert Trade Name]
- Full Address: [Insert EU Address]
- Email / Website: [Insert Contact Details]
- Telephone: [Insert Phone]
- Contact Person / Role: [Insert Name]

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## Section 2 – General Product Description

This section provides a clear understanding of the product's design, function, materials, and intended users. It forms the basis for hazard identification and risk evaluation in accordance with Regulation (EU) 2023/988.

- **Product Name:** [Insert Product Name]
- **Product Description:**  
Provide a clear description of the product, its purpose, key functions, appearance, and user

interaction. Indicate whether the product is mechanical, electrical, electronic, or mixed technology. List included components and accessories.

- **Intended Use:**  
Describe the normal intended use. Identify any reasonably foreseeable misuse that could influence safety (e.g. incorrect installation, child access, exposure to liquids or heat).
  - **Safety-Relevant Characteristics:**
    - Dimensions & Weight: [Insert Data]
    - Shape & Construction: [Insert Description]
    - Mechanical Features: [Moving parts, detachable parts]
    - Electrical / Thermal Components: [If applicable]
    - Safety Features: [Locks, insulation, overload protection, etc.]
  - **Materials & Construction:**  
List main materials and components.  
Confirm compliance with relevant EU chemical legislation (REACH, RoHS, POP).
  - **Age Grading (if applicable):**  
State intended user age group and justification based on design and applicable standards.
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## Section 3 – Applicable Legal Requirements & Standards

- **Product Category:** [Insert Category]

### Applicable EU Legislation:

- Regulation (EU) 2023/988 – General Product Safety Regulation (GPSR)
  - Regulation (EC) 1907/2006 – REACH
  - Regulation (EU) 2019/1021 – POP Regulation
  - Other applicable sector legislation: [RoHS, EMC, LVD, Toy Safety, etc.]
  - **CE Marking Required:** [Yes / No + justification]
  - **Applied Harmonised Standards:** [List EN standards]
  - **Other Reference Standards:** [ISO / IEC / National standards]
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## Section 4 – Product Design Safety Evaluation

This section assesses product safety against relevant hazard categories. Testing, inspections, and documentation confirm that risks are reduced to an acceptable level under normal and foreseeable use.

# General Product Safety Regulation (GPSR) Risk Analysis Template



Hazard Category	Assessment Method	Risk Mitigation Measures	Compliance Evidence	Reference Standards
Mechanical / Physical	Visual & mechanical testing	Rounded edges, reinforced parts, secure fasteners	Test reports, drawings	EN 71-1 / ISO 12100
Flammability / Thermal	Material ignition tests	Flame-retardant materials, temperature control	Material certificates	EN 71-2 / EN 60335
Chemical	REACH / RoHS screening	Restricted substance control	Chemical test reports	REACH / RoHS
Electrical	Electrical safety testing	Insulation, grounding, auto shut-off	Electrical test reports	EN 60335 / LVD
Hygiene	Material review	Washable, non-porous surfaces	Cleaning instructions	ISO 22196
Radiation / EMF	Emission testing	Shielding, exposure limits	EMF reports	EN 62471

## Section 5 – Risk Assessment Summary

All identified hazards are evaluated according to severity and likelihood following ISO 12100 and GPSR Annex I.

Risk Level	Hazard Identified	Mitigation Measures	Reference Standard	Label Warning
Critical	Packaging plastic bag – suffocation risk	Perforated film, warning label	EN 71-1 / GPSR Art.6	⚠️Plastic bag can cause suffocation
Critical	Small parts – choking risk	Secure fasteners, tensile testing	EN 71-1	⚠️Not suitable for children under 3 years
Major	Cords / straps – strangulation risk	Length limitation, break-away features	EN 14682	⚠️Keep cords away from children
Minor	Fire / heat exposure	Flame-retardant materials	EN 71-2	⚠️Keep away from heat sources
Production	Foreign particle contamination	QC inspection, filtered production	Internal QC procedure	No label required

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## Section 6 – Labelling Requirements

Labelling ensures traceability, consumer safety, and EU market access in accordance with GPSR Articles 9 and 19.

### Mandatory Product Identification

- Manufacturer name and address
- Importer name and address (if applicable)
- EU Responsible Person name and address
- Product model / batch / serial number
- Contact information (email or website)

### Online Sales Requirements

Before purchase, online listings must display:

- Product image and identification
- Manufacturer / Responsible Person contact details
- Required warnings and safety information

### Additional Markings (if applicable)

- CE marking
- Recycling / disposal symbols
- Country of origin
- Registration numbers (WEEE, packaging, etc.)

### Warnings

Safety warnings must be visible on product, packaging, or instructions, in the language of the destination EU country.

### Placement Hierarchy

1. On product
2. On packaging
3. In accompanying documentation

### Digital Labelling

QR codes may provide supplementary information but do not replace mandatory printed data.

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## Section 7 – Documentation & Technical File

The manufacturer must maintain a technical file containing:

- Risk assessment
  - Test reports
  - Material declarations
  - Instructions and labels
  - Declaration of Conformity (if applicable)
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## Section 8 – Responsible Person Requirement

For non-EU manufacturers, an EU-based Responsible Person must be appointed. Their contact details must appear on the product or packaging.

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## Section 9 – Summary Statement

This risk analysis confirms that the product has been assessed in accordance with Regulation (EU) 2023/988 and that identified risks have been mitigated to an acceptable level through design, testing, and labelling measures.

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## Legal Disclaimer

This document template is provided by **Complico Consulting GmbH** for guidance purposes only. It does not constitute legal advice and does not replace the manufacturer's obligation to ensure full compliance with applicable EU product safety legislation. The manufacturer or importer remains solely responsible for the compliance of products placed on the EU market.

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## Complico Consulting – Compliance Support

Complico Consulting supports manufacturers and e-commerce sellers with:

- GPSR Risk Assessments & Technical Files
- EU Responsible Person Services
- Product Labelling & Traceability Setup
- EU Market Entry & Amazon Compliance