**Measuring Instruments Regulations 2016**

**Regulation 68(2)**

 **COMPLIANCE NOTICE**

[Ref.]

*To*: [Business / Company Registered Name and Number]

*Of*: [Business / Company Registered Address]

[Date]

This Notice is served further to Regulation 68 of the Measuring Instruments Regulations 2016, No. 1153, (“MIR”).

[Enforcment Authority] is a competent authority responsible for enforcing MIR, further to Regulation 67(2).

[Enforcement Authority] has reasonable grounds to believe that there is breach of a requirement set out in the regulations, in respect of the regulated measuring instrument described below, that has been placed onto the market.

**PART A**

***Description of Instrument(s)***

[Describe the instrument(s) sufficiently to identify]

**PART B**

***Grounds of the Breach***

[Specify the circumstance (set out in Reg68(1)) that applies.]

**PART C**

***Action Required***

You are required to remedy the matters raised by taking the steps outlined below:

1. [Specify the actions you require the economic operator to take]
2. The steps should be taken within 21 days and by midnight on [DD/MM/YYYY]

**Part D**

***Consequences of non-conformity***

If the breach continues or satisfactory evidence of compliance is not produced, then further action may be taken under Regulation 69, and an enforcement notice can be issued in respect of the instrument(s).

**Part E**

***Application for Review***

You have the right to apply for a review of the decision to serve this notice.

If you are aggrieved by the decision to serve this notice, you can apply to the Secretary of State for a review of the decision. Your application should be in writing and must state the grounds on which the application is made. The application must be made within 21 days beginning on the date of this notice.

The application can be sent electronically by email to opss.enquiries@businessandtrade.gov.uk or by post to:

Secretary of State, Office for Product Safety & Standards, Cannon House, 18 The Priory Queensway, Birmingham, B4 6BS

Signed:

**[Officer] appointed by the [local authority]**

[Contact Details]

*This is a template designed to assist Trading Standards officers in drafting a notice relating to the stated legislation. It does not constitute legal advice. Each notice will need to be drafted taking account of the facts of the specific case and considering the relevant legislation to ensure compliance. You may need to seek legal advice.*

[N.B: A copy of this notice must be sent to the Secretary of State via email – opss.enquiries@businessandtrade.gov.uk – Mark the email subject: *FAO – PSR Product Regulation Team*]