



**EESSI – CDM 4.2.2**

**Guidelines**

*S016 – Cancellation of entitlement document*



 *SED guideline*



## Document Control Information

|  |  |
| --- | --- |
| **Document Control** | **Value**  |
| **Project Title** | Electronic Exchange of Social Security Information (EESSI) |
| **Document Name** | EESSI CDM 4.2.2 SED guideline for S016 |
| **Document Category** | SED guidelines |
| **Revision** |  |
| **Component Version** | CDM 4.2.2 |
| **Last Update** **Project Milestone** | 26/05/2023EESSI - 2023 |
| **Document Status** | Final |
| **Sensitivity (TLP)****Distribution terms** | Traffic Light Protocol (TLP) = “Green”The distribution of this document is done strictly in line with the Traffic Light Protocol (TLP) established by the European Commission's note AC 790/15 REV for the EESSI project documentation.In line with the note AC 790/15 REV, this document is labelled as TLP = “Green”. Therefore, it can be circulated widely within the EESSI community. However, the document or the information herein may not be published or posted on the Internet, nor released outside of the EESSI community. |
| **Connected/Embedded Files** | None |
| **Authors** | European Commission, DG EMPL A4, EESSI BA |
| **Revised by** | European Commission, DG EMPL A4, EESSI BA |
| **Approved by** | European Commission, DG EMPL A4, EESSI PMO |

## Document history

|  |  |  |
| --- | --- | --- |
| **Milestone /** **Component version** | **Publication Date** | **Changes/Corrections****Description** |
| **EESSI-2023/ CDM 4.2.2**  | 26/05/2023 | Update based on CR EESSI-8432 - *rules for change of residence and new S072 (S\_BUC\_01,01a, S\_BUC\_02, S\_BUC\_03, 04)*, adding explanation.Based on Common Data Model version 4.2.0 |

## SED S016 – Cancellation of entitlement document

This SED has to be used in order to inform an institution of the place of residence of cancellation of the entitlement document. The Competent Institution where the person is insured provides information on cancellation of the entitlement document to the relevant Institution of the Member State of residence. The reason should be mentioned. If only a dependent family member is concerned the SED S016 should be individualized and therefore concerns only this family member and not necessarily the insured person. If the cancellation concerns a family member, you have to fill in the data of a main insured person in section 4 of the S016. If the cancellation concerns the main insured person, S016 should be issued separately for all registered family members, as their rights derives from the rights of the main insured person.

Section 'Cancellation' should be filled in with the date of cancellation and reason of cancellation.

End date of entitlement provided in the S016 is the last day on which the person is entitled to benefits in kind, i.e. if the 5.1 End date of entitlement is 1/01/2017, this is the last day for which competent Members State will have to reimburse for the provided benefits.

If the insured person informed you about the change of residence within the MS of residence to which entitlement document was issued, which results in the change of the Institution in the place of residence which registered the entitlement document, it is required to cancel the S072 with S016 and request a new SED S072.

The date of cancellation should be the date when a person changed the place of the residence resulting in the change of the institution, which registered the entitlement document.

S016 can be also issued for the previously used and still valid E forms, confirming person entitlements, i.e. E106, E109, E120, E121.

It is possible to add attachments to SED S016.

In order to see the content and explanatory notes of the SED S016 please click [here](Forms/S016_en.htm).