**DA003 – Cancellation of certification of the right to benefits in kind**

**Purpose of the SED:**

The DA003 is a document cancelling the previously issued ‘Certification of the right to benefits in kind’ SED DA002, Portable Document DA1 confirming the right of a person to benefits in kind in case of accident at work or an occupational disease or E123 form. The cancellation can only be done by the competent Member State.

If a new entitlement document is required after cancelling the previous, the competent Member State issues a new Portable Document A1 upon request of the person or request from the institution of the Member State of stay or residence via DA001.

The cancellation date is always the date on which the institution in the Member State of stay or residence receives the information about cancellation. It is not possible to correct a mistake made for the past (for instance, the start date of entitlement). The DA003 does, however, allow you to indicate a date of cancelation in the future. If no date is included or if the date is in the past the date when the DA003 was received by the Member State of residence or stay is considered as cancellation date.

For general remarks applicable to all the AWOD SEDs click [here](AWOD_SEDs_General_Remarks.docx).

**Data required:**

* **Person Identification Data**

Personal data allows the other Member State to identify the person for whom the cancellation is sent. If the data are not complete or are incorrect the Counterparty, which received DA003, will not be able to connect the information with the previously issued entitlement document. It is important to remember about the special characters which can be used in the family name and forenames, which could make a difference for the person identification.

The DA003 should include the Personal Identification Number (PIN). The PIN is defined as a unique personal identification number issued by a state or organization. Whenever it is possible the number entered should be a number given to the person under a National Registration scheme. Where no National Registration Number is available, a sectored number (i.e. Social security, Health Registration Number) should be entered.

* **Address of the person**

The address of the person is not mandatory however it might be useful as the Counterparty might need to contact the person in order to inform about the cancellation of the right, if such obligation exists in this Member State.

* **Information about the relation to the accident at work or occupational disease**

Please indicate whether the DA003 is related to an accident at work or an occupational disease. This information might be necessary, particularly when the Member State has two different institutions, one of them in charge of accidents at work and the other one of occupational diseases.

The information on the accident at work or the occupational disease should be given as detailed as possible to enable the other institution concerned to connect the cancellation with previously issued entitlement document.

* **Information about the employer**

This item is dedicated for a large variety of entities or person having a status, rights and obligations defined by law. It can include employers, self-employed, school if the accident concerns the child, and etc.

Information about the employer is optional and can be provided only for the informational purposes.

* **Information about the cancellation in DA002**

It has to be specified for which previously issued entitlement documents the cancellation is sent.

The date of the cancellation is a date on which the institution in the Member State of stay or residence received the information about cancellation. Since the cancellation is received the entitlement of the person is ceased.

A reason for the cancellation should be provided as such information might be requested by the person.

* **Additional information**

Whenever a Member State, which is sending a DA003, needs to give some additional information which cannot be given in any other parts of the DA003, it is possible to give a description in the additional information field. If more space is needed the explanation could be included as an attachment.

Note that any additional information or attached documents provided in the national language will require a translation before the Counterparty can issue a reply which depends on such information.

It is possible to add attachments to DA003.

In order to see the content and explanatory notes of SED DA003 please click [here](Forms/DA003_en.htm).