



# ECHA

<http://echa.europa.eu>

## **News Alert:**

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### **AGENCY TIMETABLE FOR REACH-IT, DOSSIER SUBMISSION AND THE HELPDESK FOR 15 DECEMBER TO 5 JANUARY**

**Companies can continue to use the temporary submission procedures for inquiry, registration and PPORD dossiers until 15 December 2008. REACH-IT closes on 17 December to permit database migration to an updated version. On-line submissions will start again on 5 January 2009, with new submission times.**

REACH-IT continues to be available until 17 December for companies to sign-up, to view and retrieve information on pre-registrations and to claim the registration numbers for “new” substances they notified before 1 June 2008 under previous legislation. The pre-SIEF function will remain unavailable until 2009.

#### **15 December 2008 – Temporary submission procedures close**

ECHA will not accept any dossiers sent under the temporary submission procedures after 15 December 2008. E-mail addresses for dossier submissions will be closed. This means that ECHA will **not** accept inquiry, PPORD or registration dossiers after that date. Companies wishing to obtain the right to manufacture or import substances before the Christmas period should submit their dossiers promptly, i.e. by 15 December the latest.

The web pages and manuals outlining the new procedures for data submission will be launched on the REACH-IT section of the ECHA website immediately after the closure of the temporary submission procedures.

#### **17 December 2008 – REACH-IT shutdown**

REACH-IT will be shut down completely at 09:00 Finnish time on 17 December 2008 to allow migration of its database to an updated version; therefore none of the functions of REACH-IT will be available.

## 5 January 2009 – REACH-IT re-launched with online dossier submission

REACH-IT will be restarted. The pre-SIEF function will be available again. Companies may submit inquiry, PPORD or registration dossiers, following the revised instructions provided on 15 December on the REACH-IT section of the ECHA website. ECHA will no longer accept inquiry, PPORD or registration dossiers by e-mail or registered mail after 5 January.

Companies that previously submitted inquiry, PPORD or registration dossiers under the temporary submission procedures will be able to directly access information about those registrations and notifications in REACH-IT.

### Submission times via REACH-IT from 5 January 2009

**In 2009, dossier submissions will only be available between 0800 on Monday and 1900 on Friday** (Eastern European Standard Time; GMT +2). Submission will not be available during weekends and public holidays.

The processing of registration and PPORD dossiers requires a wide range of ECHA personnel, working to strict deadlines as specified in the REACH Regulation. At certain times of the year open submission times would make these deadlines very difficult to achieve. Moreover, ECHA wishes to constantly monitor REACH-IT during its opening hours.

### Opening times for the helpdesk

The ECHA helpdesk will close on Friday 19 December 2008 and will reopen on Monday 5 January 2009.

Companies with questions about using REACH-IT and IUCLID 5 must send them on the information request forms available on the ECHA website at [http://echa.europa.eu/about/contact-form\\_en.asp](http://echa.europa.eu/about/contact-form_en.asp). The forms will be available until 19 December and again from 5 January.

Companies with questions on responsibilities and obligations under REACH should first contact their national helpdesks. These have been established in all the countries of the European Union and provide services in local language(s). The list of contacts is available at: [http://echa.europa.eu/reach/helpdesk/nationalhelp\\_contact\\_en.asp](http://echa.europa.eu/reach/helpdesk/nationalhelp_contact_en.asp). If additional advice is needed contact the ECHA helpdesk using the information request form on the website, copying the reply given by the national helpdesk.

The latest news on REACH-IT and IUCLID 5 is also available on the ECHA website. In particular, the pre-registration section will be updated over the coming weeks to provide guidance following the pre-registration deadline. Companies will also find answers to commonly asked questions on the REACH FAQs, REACH IT FAQs and Q & As on pre-registration. The questions and answers are updated regularly.

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