

How to prepare and submit the member dossier

Key messages and Conclusions

Javier Sanchez Saez
ECHA

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11:00 - 14:00 Helsinki Time (GMT +2)

Key messages from this webinar - 1

- Member dossiers are prepared in IUCLID 5
- Use the available plug-ins to:
 - Ensure your dossier is technically complete
 - Simulate the fee you will need to pay
 - Simulate which information will be published
- Confirm membership of joint submission in REACH-IT

Key messages from this webinar - 2

- Submit your member dossier after the lead dossier has been accepted
- Monitor closely your REACH-IT account
 - Configure it to receive automatic e-mails
- Make sure your dossier is accepted for processing before 31 May 2013
- Contact ECHA Helpdesk in case of any doubt

Information material

- Manuals on dossier preparation and submission
 - Data Submissions Manuals 4 and 5

<http://echa.europa.eu/web/guest/support/dossier-submission-tools/reach-it>

- Previous webinars

<http://echa.europa.eu/web/guest/support/training-material/webinars>

Upcoming events: Webinars

- o Overview of the C&L platform
19 March 2013
- o How and when downstream users need to report to ECHA
8 April 2013
- o Part 3 – How to bring your registration dossier in compliance with REACH – Tips and Hints
16 April 2013

Upcoming events: Conferences

- **Eighth Stakeholders' Day, 26 March 2013**
The Agency's Eighth Stakeholders' Day conference focuses on providing support for member registrants. The conference is free of charge and registration is now open!
- **Biocides Stakeholders' Day, 25 June 2013**
In preparation for the application date of the Biocidal Products Regulation the event aims to engage key biocides stakeholders with information about the new regulation.

Stay tuned to all the latest updates about ECHA events by subscribing to our e-News from the ECHA website!

Questions and Answers

- Questions will still be answered through the Q&A panel
 - Panelists will continue to answer your questions until 14:00 Helsinki time (UTC +2) via the Q&A panel (first come, first served)
 - The event will close at 14:00 Helsinki time (UTC +2)
 - If by then no answer is provided to your question, please send your question to the ECHA Helpdesk using the contact form: <http://echa.europa.eu/en/web/guest/contact>
- If you use the ECHA contact form:
 - You will receive an acknowledgement of receipt
 - Answer within 15 working days

Post event survey

- Once the event has ended, you will be directed to a post-event survey page
- Your feedback is important to us
- Your feedback helps us make the content of future webinars more relevant for your individual needs
- Please take the time to fill out the survey

Thank you

