

# **REACH 2013- Act Now! Webinars**

General Principles of Dossier Preparation & Submission

19 October, 2012 11:00 - 14:00 Helsinki Time (GMT +3)





# Webinar guide for attendees

- Audio Broadcast
- Interaction in the event
- Questions and answers
- Phone service
- ECHA Helpdesk
- Programme

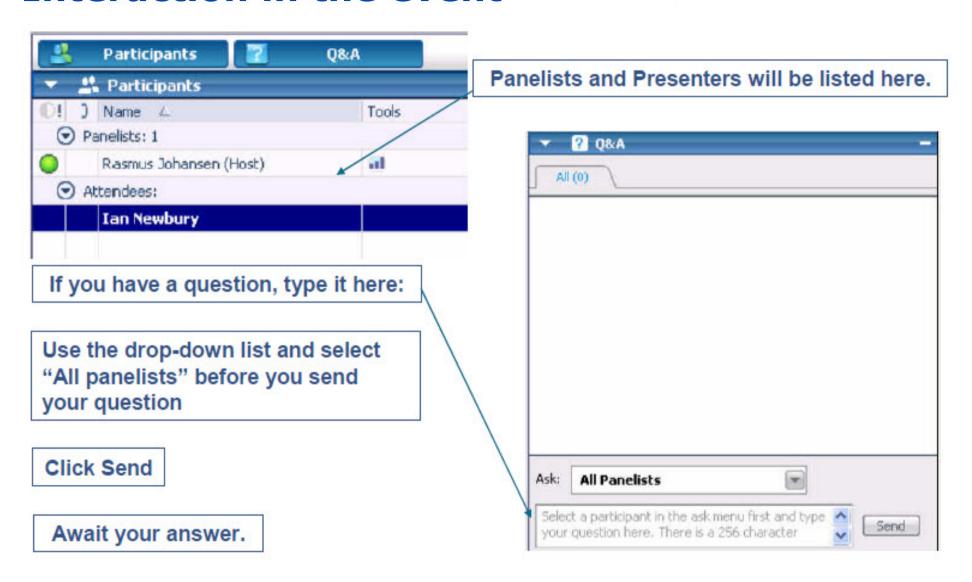


#### **Audio Broadcast**



- Audio for each event will be available directly through the Event Centre tool
- Make sure the sounds are enabled on your computer. For optimal sound quality, use headphones
- As attendees join the event, they will be connected to the audio broadcast. The audio broadcasting panel, where attendees can control audio volume opens automatically
- Communication with panelists takes place through the questions and answers panel (see next slide)
- If you are not connected to the audio broadcast, you can connect to it by selecting "Communicate" from the top menu and "Join audio broadcast".

#### Interaction in the event





# **Questions and answers**

- **Submit your question** via the Q&A panel from 11:00 to 12:25 (GMT+2).
- ECHA Helpdesk and ECHA experts respond to your questions
  - directly via the Q&A panel,
  - on the phone after the Webinar, or
  - following the formal route of the ECHA Helpdesk

#### • Important:

- If you log a question, monitor the Q&A panel for our response, and
- remain logged-in to the Webinar, it remains open for one hour after the last presentation.



#### **Phone service**

- We may decide to call you after the Webinar
- Important:
  - We inform you via the Q&A panel about our call.
  - We propose a time slot after the presentations.
  - We ask you to confirm your phone number.



# **ECHA** Helpdesk

- We provide support on ECHA's IT tools and advice on REACH & CLP obligations
- Submit your question via the ECHA Helpdesk contact form: <a href="http://echa.europa.eu/en/web/guest/contact">http://echa.europa.eu/en/web/guest/contact</a>
  - and select the option according to the nature of your question.
- After you have received the acknowledgement of receipt we answer within 15 working days.



## Webinar programme

11:00 - 11:10 Introduction

Speaker: Javier Sanchez-Saez (ECHA)

Practical information about the WebEx Event Centre tool

# 11:10 – 11:50 IUCLID 5: Preparing your registration dossier

Speaker: Vasileios Tsifoutis

- IUCLID 5 structure and main elements
- Filling in the substance dataset
- Creating the registration dossier



## Webinar programme

11:50 - 12:10 REACH-IT

Speaker: Nagendra Singh

- Creation of Joint Submission in REACH-IT
- Confirming membership
- Submission of registration dossier
- Overview of dossier processing and next steps

12:10 – 12:25 Key messages and Conclusion

Speaker: Javier Sanchez-Saez

12:25 - 14:00 Time reserved for unresolved Q&A