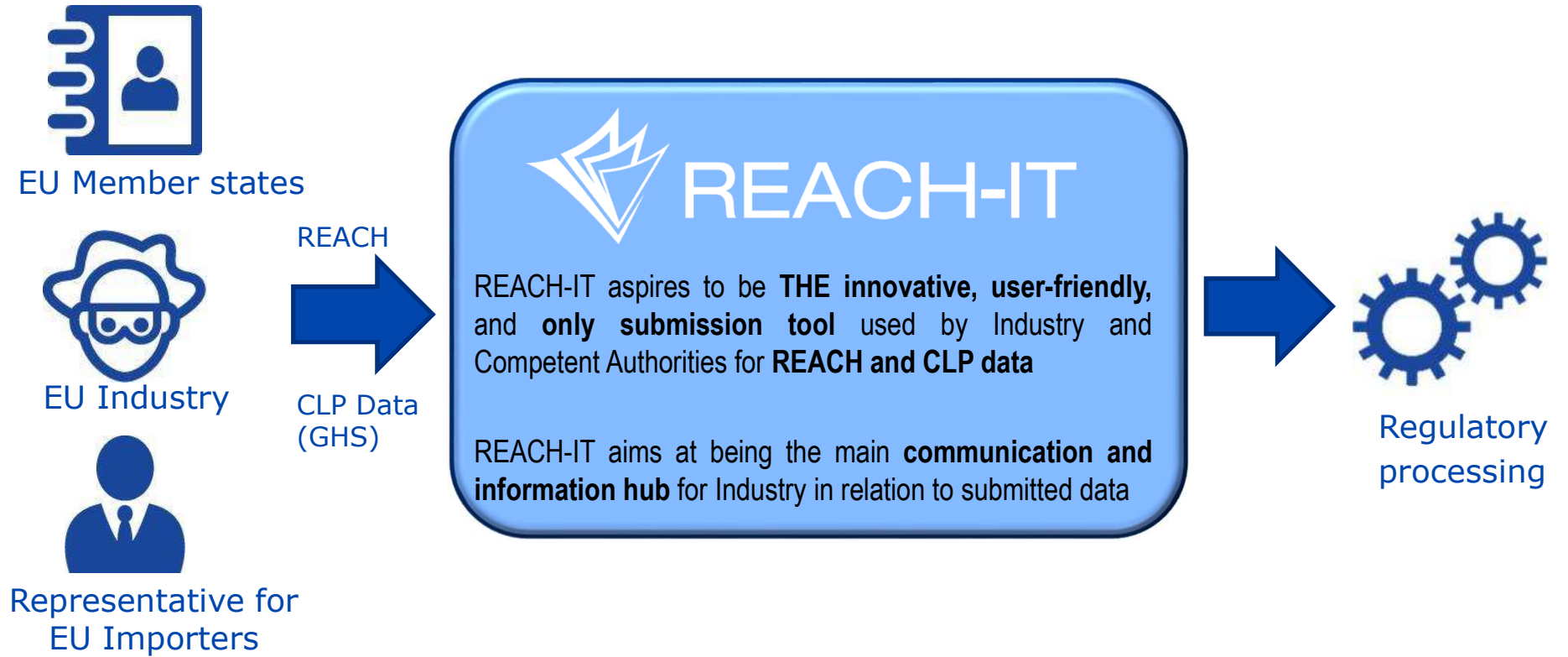




# IT tool training session

Stakeholders' day 24<sup>th</sup> May 2016





## **Main goals with the new release**

- Simplify and streamline the user experience for Industry
- Integrate help into the application
- Adapt to IUCLID and legislative changes



## **Main improvements for Industry**

- More intuitive user interface with integrated help
- Quick visualisation of ongoing processes, pending tasks and deadlines
- Introduction of a substance centric view with easy follow-up of own favourites
- Simplification of search functionalities





- ECHA Accounts will be used for user and company management
  - Same user account can be used for submission to Biocide, PIC and REACH/CLP
  - Possibility to allow users to work on your behalf
- Online Dossiers
  - Built on-top of IUCLID 6
  - Easy to use with integrated help
    - CnL Notification (including "I agree" option)
    - Member of Joint submission





REACH-IT SHD Training Lead company 001 SHD\_Training\_L001 Tasks (1) Substances Messages (13) Quick search by number

Menu Stakeholders day Training SHD Training Lead company 001

Extensive menu

Quick search

Help

Submit a dossier

Tasks (1)

Substances (4)

Prepare dossier in REACH-IT

- Upload a IUCLID dossier
- Webform applications

0 New

0 On track to deadline

1 Passed deadline

0 My favourites

0 In progress submissions

0 Failed submissions

View all types

View all tasks

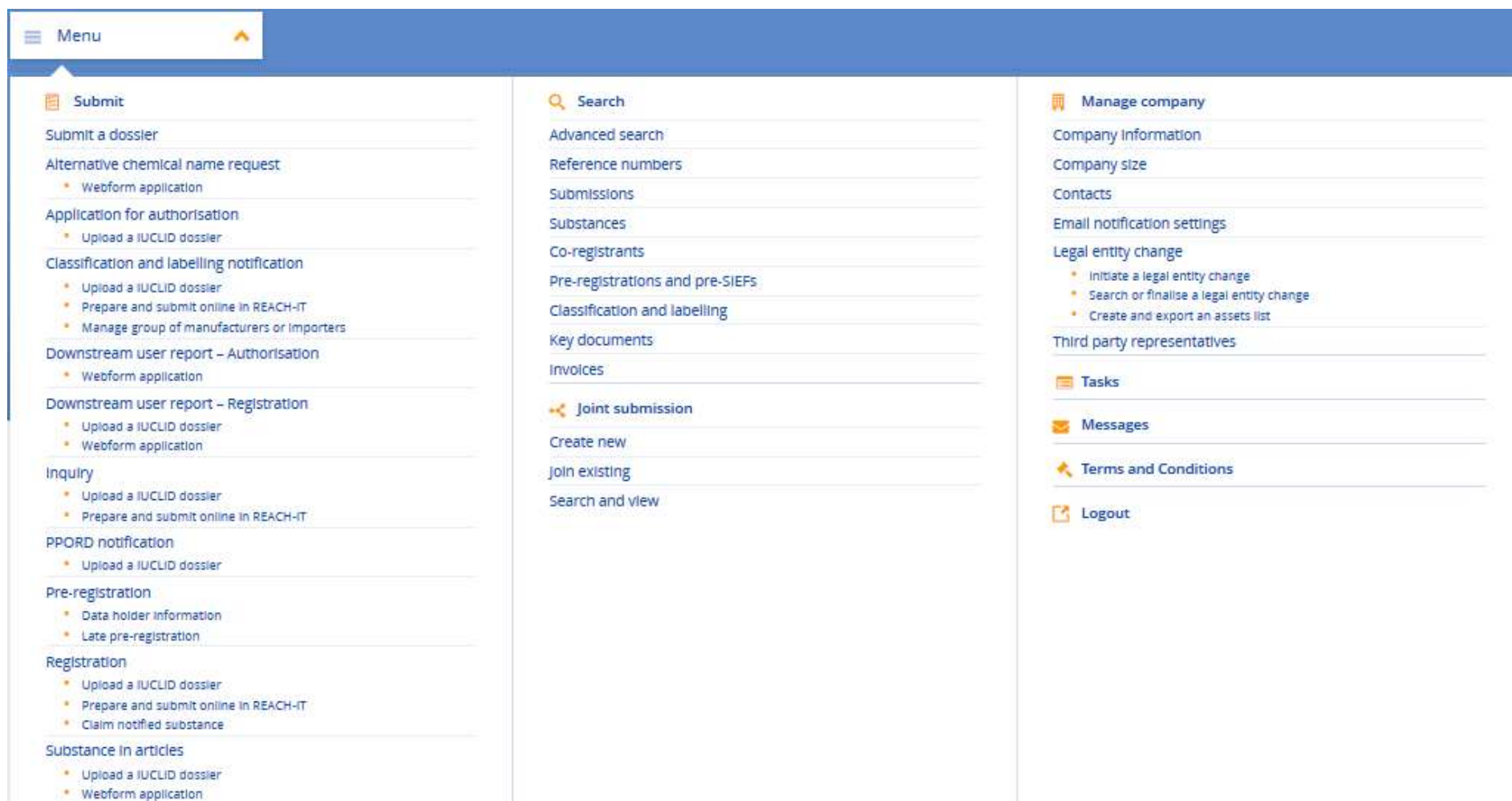
View all substances

Easy access to dossier, online and web form submission

Tasks prominently presented

Substance driven navigation implemented

- All functionalities easily accessible



The screenshot displays a user interface for the ECHA web application. At the top, a blue header bar contains a 'Menu' button with a hamburger icon and a small orange arrow icon. Below the header, the menu is organized into three vertical columns. The first column, titled 'Submit', lists various actions such as 'Submit a dossier', 'Alternative chemical name request' (with a sub-item 'Webform application'), 'Application for authorisation' (with a sub-item 'Upload a IUCLID dossier'), 'Classification and labelling notification' (with sub-items 'Upload a IUCLID dossier', 'Prepare and submit online in REACH-IT', and 'Manage group of manufacturers or importers'), 'Downstream user report - Authorisation' (with a sub-item 'Webform application'), 'Downstream user report - Registration' (with sub-items 'Upload a IUCLID dossier' and 'Webform application'), 'Inquiry' (with sub-items 'Upload a IUCLID dossier' and 'Prepare and submit online in REACH-IT'), 'PPORD notification' (with a sub-item 'Upload a IUCLID dossier'), 'Pre-registration' (with sub-items 'Data holder information' and 'Late pre-registration'), 'Registration' (with sub-items 'Upload a IUCLID dossier', 'Prepare and submit online in REACH-IT', and 'Claim notified substance'), and 'Substance in articles' (with sub-items 'Upload a IUCLID dossier' and 'Webform application'). The second column, titled 'Search', includes 'Advanced search', 'Reference numbers', 'Submissions', 'Substances', 'Co-registrants', 'Pre-registrations and pre-SIEFs', 'Classification and labelling', 'Key documents', 'Invoices', and 'Joint submission' (with sub-items 'Create new', 'Join existing', and 'Search and view'). The third column, titled 'Manage company', lists 'Company Information', 'Company size', 'Contacts', 'Email notification settings', 'Legal entity change' (with sub-items 'Initiate a legal entity change', 'Search or finalise a legal entity change', and 'Create and export an assets list'), 'Third party representatives', 'Tasks', 'Messages', 'Terms and Conditions', and 'Logout'.





The submission process cannot be saved so ensure you have all the required information before you begin.

Dossier type: \* Registration x v

Submission type: \*  v

Select the option which defines the company's ownership structure. The options "Linked company" and "Partner company" can be combined. Please note that the different structures are not compatible. You can find more information on the ECHA website: <http://echa.europa.eu/support/small-and-medium-sized-enterprises-smes/how-to-determine-the-company-size-category>. An em...

Topic help

Checklists  
in wizards

Are you ready to submit your dossier? Before continuing, make sure that:

- ✓ You are part of the joint submission, if one exists for your substance.
- ✓ The company size is correct. You can find out how to determine the company size if you are unsure.
- ✓ The VAT number and billing address in REACH-IT are up to date, and optionally you have a purchase order number: they will appear on the invoice.
- ✓ The contact persons for this dossier has been defined and the contact details are up to date.

Certain information from the dossier will be published on the website without further notice. Use the information plugin in IUCLID to ensure that the information will be published.

Continue to upload dossier >

Page help

### Need help?

You have now launched the submission wizard for your selected submission type. The submission wizard will guide you through the steps of the submission process.

In each step of the submission process you will find customised information relevant for your submission type. Remember to refer to the checklist on each wizard step to receive detailed assistance for your submission.

In the *Submission details* step, you will first choose the dossier type applicable to your submission: application for authorisation, classification and labelling notification, downstream user report, inquiry, PPOD notification, registration or substance in articles. If you are submitting a Registration, you will also need to specify the submission type: individual or joint submission. Remember that you will not be able to submit an individual registration if a registration for the same substance already exists. If this is the case, you need to contact your co-registrants and join the joint submission. You may search for your co-registrants and existing joint submissions on the *Advanced search* page in REACH-IT.

In the *Upload dossier* step, you can upload your IUCLID dossier. If the upload is successful, you will see an overview of your dossier details. You will also see if your IUCLID dossier are linked to your REACH-IT dossier. If you are not successful or you want to link your dossier with another one, you need to click on *Want to upload a new file?* More information on how to prepare your dossier can be found on the [IUCLID manuals page](#).

In the *Additional details* step, you may specify and edit additional information depending on your submission type. If you are submitting an application for...

Turn on all in-page help items







## Quick search - Quick search by number

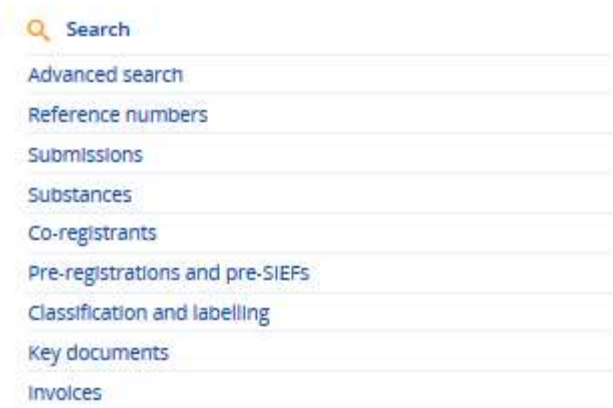
- You can easily find (*by exact match*):
  - A submission (submission number)
  - A registration overview (reference number)
  - An invoices (invoice number)
  - A decision (annotation number)





### Regular search

- Improved with locate criteria and filter criteria
- Results downloadable



Search

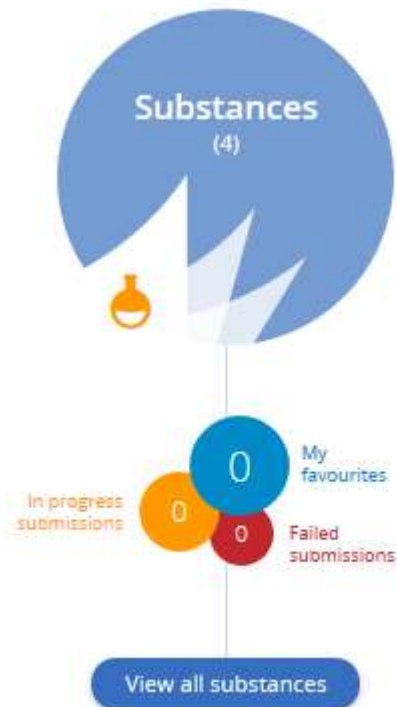
- Advanced search
- Reference numbers
- Submissions
- Substances
- Co-registrants
- Pre-registrations and pre-SIEFs
- Classification and labelling
- Key documents
- Invoices

Locate		Filters	
Submission number:	Please enter a minimum of three characters	Dossier type:	You may select multiple items
Substance identity (EC, CAS, Name):	Please enter a minimum of three characters	Submission status:	You may select multiple items
Reference number:	Please enter a minimum of three characters	Submission date:	from: dd/mm/yyyy  to: dd/mm/yyyy 





- Process information organised per substance with appropriate links and options
- Possibility to define “Favourite substances”



Oxytrainingol

Oxytrainingol

**Pre-registration**

Reference number:  
17-21 14098974-28-0000[Active]  
13/05/2016

Submission number:  
JP157446-19  
13/05/2016

Contact:  
Artturi Ilmari Virtanen

[View Pre-SIEF](#)

[Edit pre-registration](#)



# **Interactive hands-on session**





- We all pre-registered the substance *Paratrainingol* and intend to register by 2018
- The SIEF has worked well
  - A lead has been selected
  - The substance boundaries and the Hazard data have been selected and all needed data have been shared
- The lead informed the SIEF that he has created the joint submission in REACH-IT and will submit the lead dossier once you all have joined the joint submission





- Login to R-IT
- Read Task
- Find pre-SIEF
- Join joint submission
- Import substance in IUCLID
- Validate and correct data
- Create dossier
- Export dossier
- Submit dossier
- Follow process
- Receive invoice
- Receive registration document





REACH-IT | SHD Training Lead company 001 | SHD\_Training\_L001 | **Tasks (1)** | Substances | Messages (13) | Quick search by number

Menu | Stakeholders day Training | SHD Training Lead company 001

### Submit a dossier

Prepare online in REACH-IT

- Upload a IUCLID dossier
- Webform applications

**View all types**

### Tasks (1)

Close to deadline: 0 | New: 0 | Passed deadline: 1

**View all tasks**

### Substances (4)

In progress submissions: 0 | My favourites: 0 | Failed submissions: 0

**View all substances**





Menu Home **Advanced search**

I am looking for:

Results 2 results found

Download results

	Status	Subject	Type	Related to	Date	Deadline
New	Open	Stakeholders' Day IT tool training session	General		19/05/2016	26/05/2016

Dear participant,

You are very welcome to this hands-on-section of the training where we will perform a set of small tasks to learn how to use the REACH-IT and IUCLID applications.

The background story:

Your company has pre-registered a substance earlier, with the aim to register it for the 2018 registration deadline.

The lead company has organised the discussion on substance sameness and you all have agreed on the boundaries and set of data to be provided jointly.

Your mission, should you choose to accept it, is to join the lead in the joint submission and submit successfully a member registration dossier.

As your first task, we ask you to find the pre-SIEF of the pre-registered substance and retrieve further instructions from there.

Good luck on your mission!

### Task information

### Task reading history

Considered read date: 20/05/2016

User	Date
SHD_Training_L001	23/05/2016 14:48:50

Mark as complete







REACH-IT SHD Training Lead company 001 SHD\_Training\_L001 Tasks (1) Substances Messages (13) Quick search by number

Menu Stakeholders day Training SHD Training Lead company 001

- Submit
  - Submit a dossier
  - Alternative chemical name request
    - Webform application
  - Application for authorisation
    - Upload a IUCLID dossier
  - Classification and labelling notification
    - Upload a IUCLID dossier
    - Prepare and submit online in REACH-IT
    - Manage group of manufacturers or importers
  - Downstream user report – Authorisation
    - Webform application
  - Downstream user report – Registration
    - Upload a IUCLID dossier
    - Webform application
  - Inquiry
    - Upload a IUCLID dossier
  - PPORD notification
    - Upload a IUCLID dossier
  - Pre-registration
    - Data holder information
    - Late pre-registration
  - Registration
    - Upload a IUCLID dossier
    - Prepare and submit online in REACH-IT
    - Claim notified substance
  - Substance in articles
    - Upload a IUCLID dossier
    - Webform application
- Search
  - Advanced search
  - Reference numbers
  - Submissions
  - Substances
  - Co-registrants
  - Pre-registrations and pre-SIEFs**
  - Classification and labelling
  - Key documents
  - Invoices
  - Joint submission
    - Create new
    - Join existing
    - Search and view
- Manage company
  - Company information
  - Company size
  - Contacts
  - Email notification settings
  - Legal entity change
    - Initiate a legal entity change
    - Search or finalise a legal entity change
    - Create and export an assets list
  - Third party representatives
  - Tasks
  - Messages
  - Terms and Conditions
  - Logout



REACH-IT | SHD Training Lead company 001 | SHD\_Training\_L001 | Tasks (1) | Substances | Messages (13) | Quick search by number

Menu | Home | **Advanced search**

I am looking for: Pre-registrations and pre-SIEFs

**Results 2 results found** [Download results](#)

Substance name	EC number	CAS number	Status	Facilitator	
Oxytrainingol	900-466-3		Facilitator	Yes	<a href="#">&gt;</a>
Paratrainingol	900-467-9		Facilitator	Yes	<a href="#">&gt;</a>

Page 1 of 1 | 1 | Items / Page: 25





**Joint submission**

- Create new
- Join existing
- Search and view**

Menu Home **Advanced search**

I am looking for: Joint submissions

**Locate**

Substance identity (EC, CAS, Name): *Please enter a minimum of three characters*

Joint submission name: *Please enter a minimum of three characters*

Reference number: *Please enter a minimum of three characters*

**Filters**

Company role: *You may select multiple items*

Registration type: *You may select one item*

Show other joint submissions?  Favorite substances only?

Search Clear

**Results 1 results found** [Download results](#)

Joint submission name	Substance name	EC number	CAS number	Company role
JS_Essentialtrainingoil	Essentialtrainingoil	900-468-4		

**Lead registrant:**

- Artturi Ilmari Virtanen
- reachit-productmanagement@echa.europa.eu
- +358 50 5261007
- SHD Training Lead company 001
- Annankatu 18
- 00121 Helsinki
- Finland

**Registration type:** Full

**Supplementary information:**

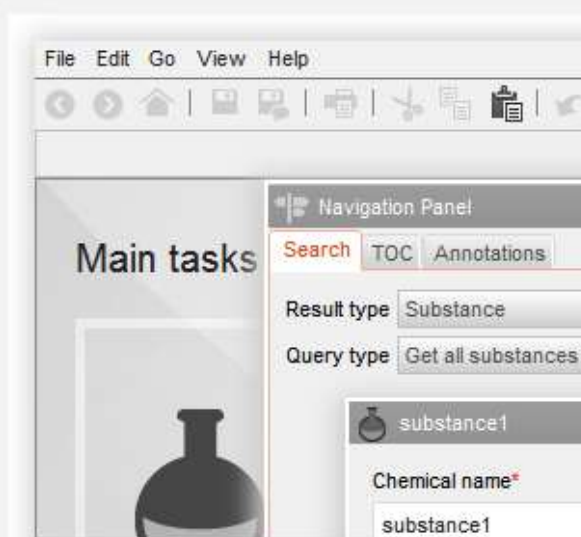
Dear potential co-registrants, No letter of access needed.... we are training! As you found successfully this joint submission, we will give you the security token for the joint submission as a reward: 269-c56-00a6-4021392499 Copy it, and join the joint submission!

[Join joint submission](#)



 **IUCLID 6**





IUCLID 6 plays a central role in the IT environments

29 April 2016

### **IUCLID 6 is available**

A new major version of IUCLID, used for managing scientific information in a regulatory context, is now online. Updated manuals and plugins are also available.

12 April 2016

### **A new IUCLID 6 test version is available**

This test version includes bugs fixes and improvements.

5 February 2016

### **Test a new version of IUCLID 6**

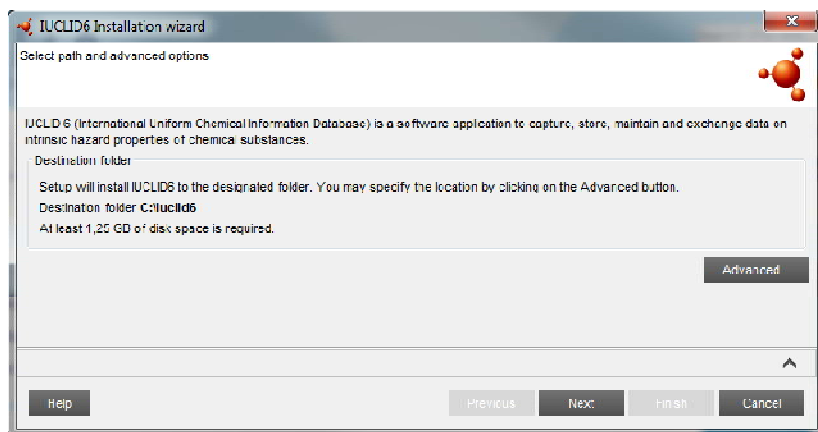
You can now download the latest IUCLID 6 test versions directly from this website.

24 November 2015

### **Register to be part of the IUCLID 6 testing**

IUCLID 6 development continues and new test versions are made available to registered testers.

Desktop version  
installation improved



IUCLID dossier creation  
online with REACH-IT

(isononanoato-O)(isooctanoato-O)nickel EC 287-471-8 CAS 85508-46-9

Index no 028-054-00-0

### Harmonized Classification

Classification	Code
<b>Health</b>	
Skin corrosion/irritation	1A
SCL 0.01	1A
Respiratory or skin sensitisation	1
Germ cell mutagenicity	2
Carcinogenicity	1A
Reproductive toxicity	1B
Specific target organ toxicity - repeated exposure	1
SCL 0	1
SCL 1	2
<b>Environmental</b>	
Hazardous to the aquatic environment - chronic	x100 1

### Labelling

**Danger**

May cause an allergic skin reaction.  
May cause allergy or asthma symptoms or breathing difficulties if inhaled.

Suspected of causing genetic defects.  
app.ghs.statements.H350I  
app.ghs.statements.H360D

Causes damage to organs (heart, lungs) through prolonged or repeated exposure through inhalation.  
Very toxic to aquatic life with long lasting effects.  
Toxic by eye contact.

Help system reviewed and Dossier  
Submission Manuals included



IUCID 6  
File Edit Go View Help

**Modernised interface  
New technological platform**

**New format**

**Advanced security**

**Plug-ins redeveloped**

**Not available yet**

**Test material inventory**

**New help system**

**Main tasks**

- Substance
- Mixture / Product
- Template
- Category
- Annotation
- Dossier

**Tools and administration**

- User tools
- Import
- Bulk export

**Inventories**

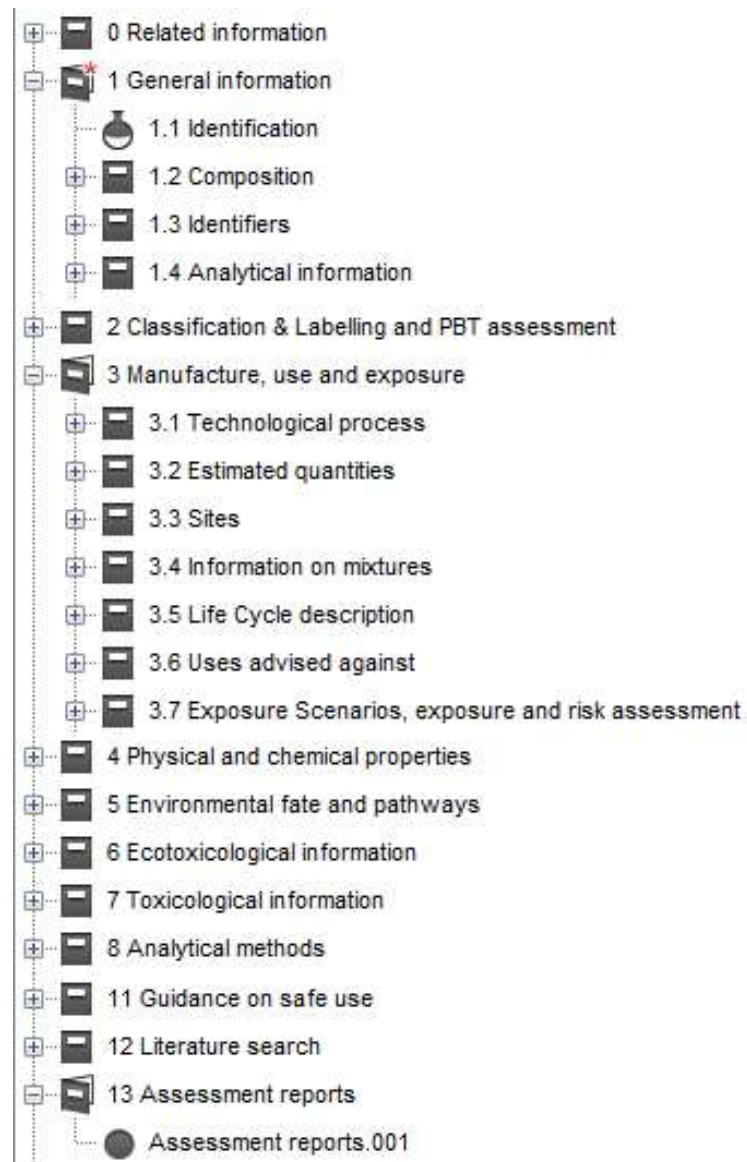
- Legal entity
- Legal entity site
- Reference substance
- Contacts
- Chemical inventories
- Literature reference
- Test material information

**Plugins**

- Validation assistant
- Report generator
- Query tool
- Dissemination tool
- Fee calculation
- Help system

Test SuperUser

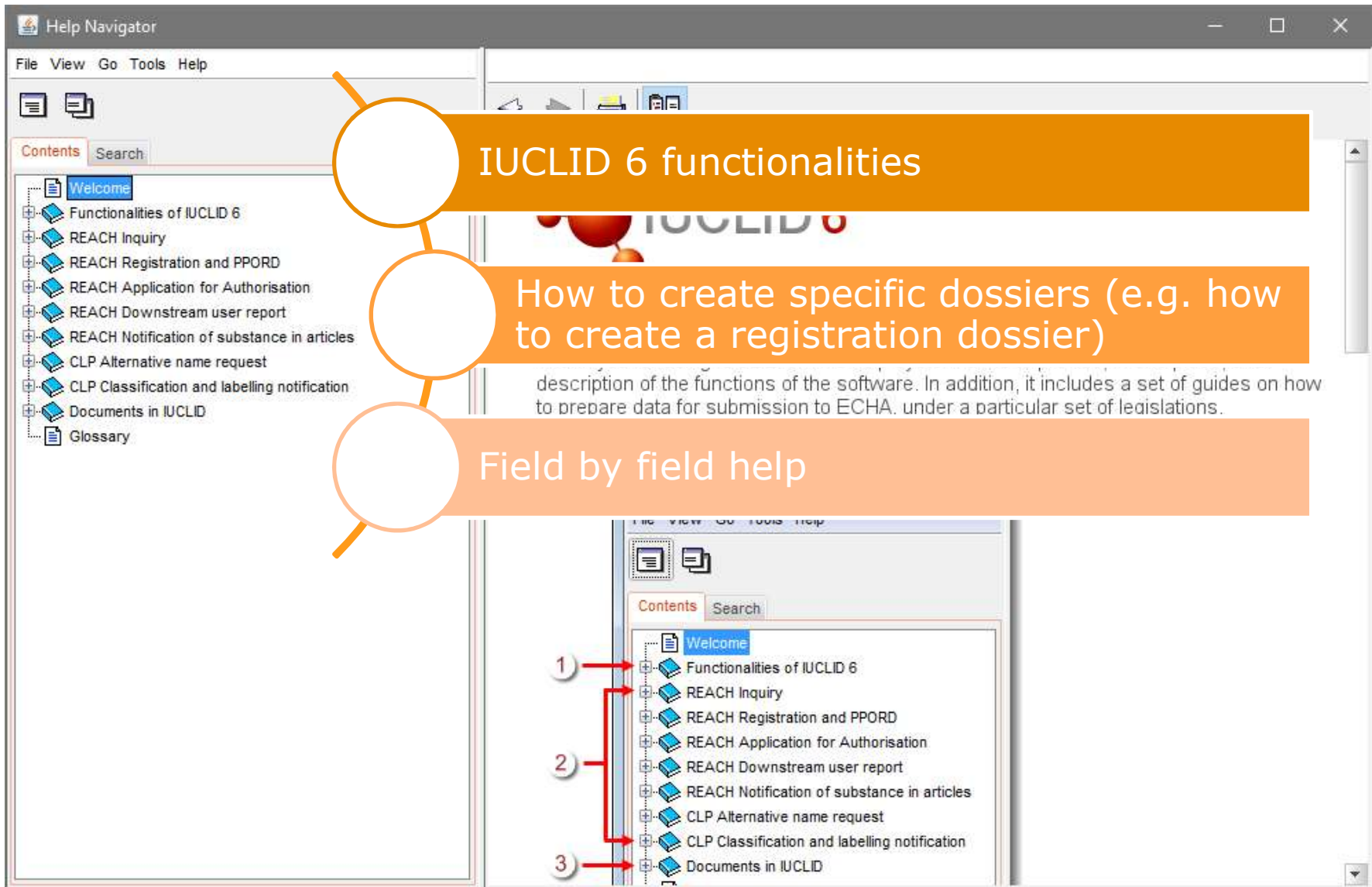
- Section 1:
  - Substance identification
  - Composition(s)
- Section 3: manufacture, use and exposure (CSR sections 9-10 extract - structured fields)
  - Section 3.2 – Estimated quantities
  - Section 3.5 – Life cycle description: brief description of uses based on the REACH use descriptor system
  - Section 3.7 – Exposure scenarios, exposure and risk assessment
- Sections 4 – 7 (OECD Harmonised templates)
- Section 13: assessment reports
  - The CSR document is attached to this section as a Word or PDF file





## Documentation available

- IUCLID contains an embedded Help System. Press F1 to access it. It contains:
  - Information on the IUCLID functionalities
  - Help text for the IUCLID fields
  - Dossier preparation manuals, e.g. how to prepare a registration dossier
- The same information is downloadable from the ECHA and IUCLID 6 websites



Help Navigator

File View Go Tools Help

Contents Search

- Welcome
- Functionalities of IUCLID 6
- REACH Inquiry
- REACH Registration and PPORD
- REACH Application for Authorisation
- REACH Downstream user report
- REACH Notification of substance in articles
- CLP Alternative name request
- CLP Classification and labelling notification
- Documents in IUCLID
- Glossary

**IUCLID 6 functionalities**

**How to create specific dossiers (e.g. how to create a registration dossier)**

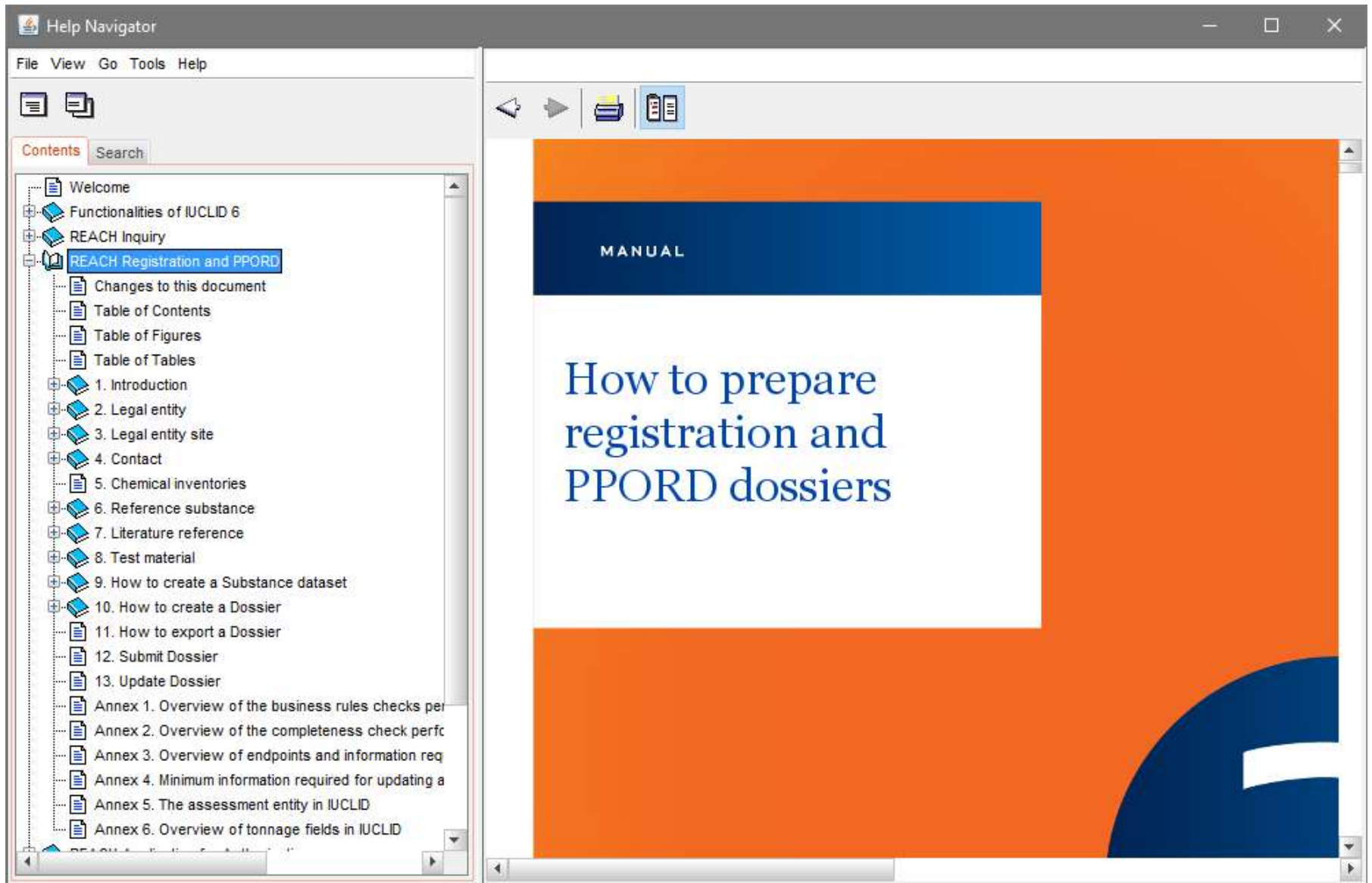
description of the functions of the software. In addition, it includes a set of guides on how to prepare data for submission to ECHA, under a particular set of legislations.

**Field by field help**

1

2

3



## Creating a complete dossier

1

- Create the dataset
- Fill-in the information

2

- Run the Validation Assistant on the dataset
- Correct the failures

3

- Create the dossier
- Run the Validation Assistant on the dossier
- *In case of failures, correct the dataset or re-create the dossier*

## Exercise

Preparation of a registration dossier as a member of a joint submission



## What you need to do

- Launch IUCLID 6 (icon on your desktop)
- Import the dataset
- Complete a dataset as a member of a joint submission (general case, i.e. not intermediate)
  - tonnage band 10-100 t/y
  - mono-constituent substance
- Pre-registration number to be added to section 1.3
- Completeness check failures to be corrected in the following sections
  - Section 1.2 Composition
  - Section 1.4 Analytical information
  - Section 3.5.4 Widespread uses by professional workers
- The lead provides the Chemical Safety Report and the Guidance on safe use



## IUCLID 6 summary

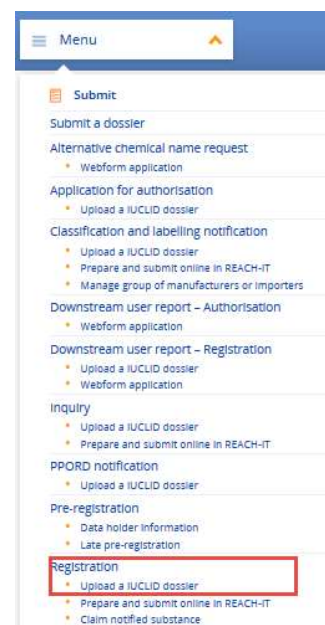
- IUCLID 6 available since 29 April 2016
- Create a user account and subscribe to the IUCLID 6 news
- Consult the embedded documentation (press F1)
- More information
  - 1 June: webinar to help IUCLID users to transition from IUCLID 5 to IUCLID 6 (*for advanced users*)
  - October: webinar for phase 5 of the 2018 registration roadmap on how to prepare a IUCLID dossier



## Homepage



## Menu

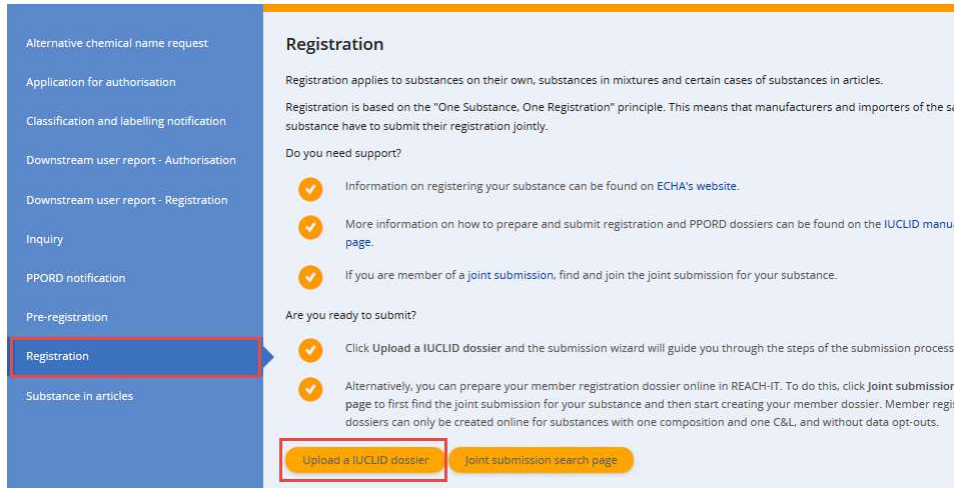






## Submit dossier

## JS object



The screenshot shows the ECHA registration page. On the left is a blue navigation menu with the following items: Alternative chemical name request, Application for authorisation, Classification and labelling notification, Downstream user report - Authorisation, Downstream user report - Registration, Inquiry, PPORD notification, Pre-registration, **Registration** (highlighted with a red box and a blue arrow), and Substance in articles. The main content area is titled "Registration" and contains the following text: "Registration applies to substances on their own, substances in mixtures and certain cases of substances in articles. Registration is based on the 'One Substance, One Registration' principle. This means that manufacturers and importers of the same substance have to submit their registration jointly." Below this, there are two sections: "Do you need support?" and "Are you ready to submit?". Each section contains three bullet points with orange checkmarks. At the bottom of the main content area, there are two orange buttons: "Upload a IUCLID dossier" and "Joint submission search page".

**Registration**

Registration applies to substances on their own, substances in mixtures and certain cases of substances in articles. Registration is based on the "One Substance, One Registration" principle. This means that manufacturers and importers of the same substance have to submit their registration jointly.

Do you need support?

- Information on registering your substance can be found on ECHA's website.
- More information on how to prepare and submit registration and PPORD dossiers can be found on the IUCLID manual page.
- If you are member of a joint submission, find and join the joint submission for your substance.

Are you ready to submit?

- Click Upload a IUCLID dossier and the submission wizard will guide you through the steps of the submission process.
- Alternatively, you can prepare your member registration dossier online in REACH-IT. To do this, click Joint submission page to first find the joint submission for your substance and then start creating your member dossier. Member registration dossiers can only be created online for substances with one composition and one C&L, and without data opt-outs.

[Upload a IUCLID dossier](#) [Joint submission search page](#)





Submission details   Upload dossier   Additional details   Confirmation

**Dossier type: \***   Registration   x ▾

**Submission type: \***   Joint Submission   x ▾

**Specify the joint submission**

**Joint submission: \***   JS\_Oxytrainingol

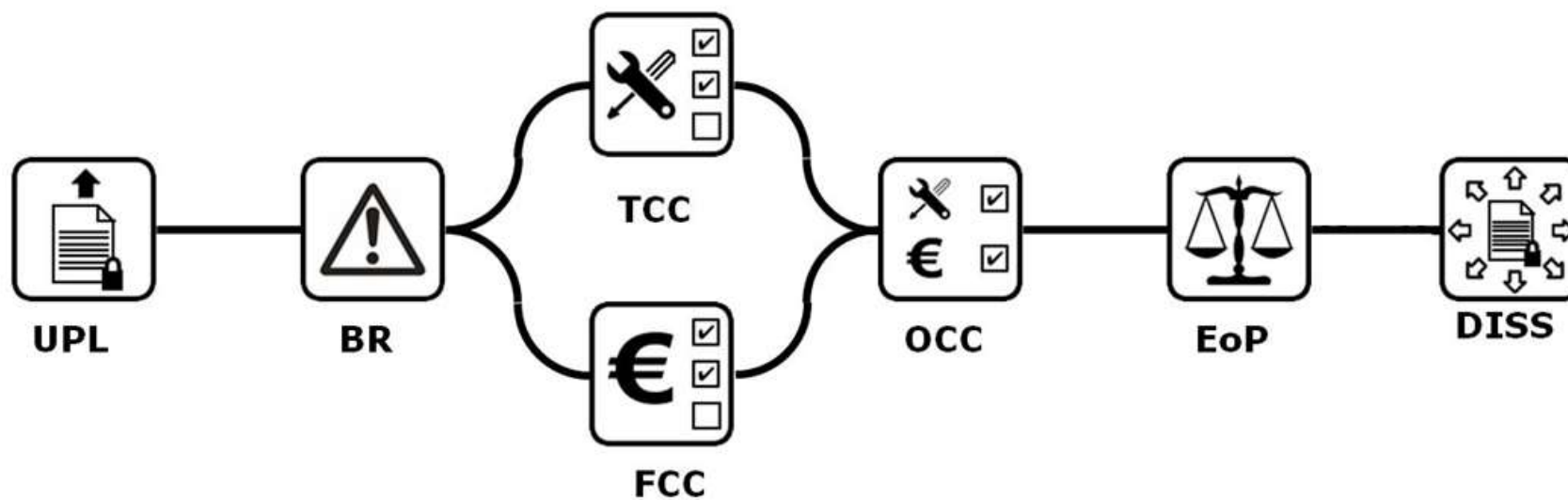
Joint submission name:   JS\_Oxytrainingol

Company role:   Lead

Registration type:   Full

Substance identity:   Oxytrainingol  
EC: 900-466-3  
CAS:





- UPL IUCLID 6 file upload
- BR Business Rules
- TCC Technical Completeness Check
- FCC Fee Calculation
- OCC Overall Completeness Check
- EoP End of Pipeline
- DISS Dissemination





- Submission report
  - Quick search
  - Normal search
  - Substance page – In progress





- You will receive a task that leads you to the invoice search

The screenshot shows the REACH-IT user interface. At the top, the user is logged in as 'SHD Training Member company 195' with the user ID 'SHD\_Training\_M195'. There are notification icons for 'Tasks (3)', 'Substances', and 'Messages (7)'. A search bar is visible with the text 'Quick search by number'. The main navigation bar includes 'Menu', 'Home', and 'Advanced search'. Below this, a dropdown menu shows 'I am looking for: Tasks'. The results section shows 'Results 3 results found' and a 'Download results' button. A table of tasks is displayed with columns for Status, Subject, Type, Related to, Date, and Deadline. The second task is highlighted with a red border: 'Verify and pay your invoice - WF157970-25', with a status of 'Open', type of 'Invoice', and a deadline of '24/05/2016'. Below the table, a task detail panel is shown. It contains a message: 'An invoice has been issued. Please pay the invoice before the deadline. You can access the invoice at any moment in REACH-IT from the invoice search page'. The 'Task information' section shows 'Invoice number: 10008899' and 'Submission number: WF157970-25'. The 'Task reading history' table shows two entries: 'SHD\_Training\_M195' at '23/05/2016 18:08:39' and 'SHD\_Training\_L001' at '23/05/2016 09:40:07'. A 'Mark as complete' button is located at the bottom right of the task detail panel.

Status	Subject	Type	Related to	Date	Deadline
New	Stakeholders' Day IT tool training session	General		19/05/2016	26/05/2016
New	Verify and pay your invoice - WF157970-25	Invoice	WF157970-25	23/05/2016	24/05/2016

User	Date
SHD_Training_M195	23/05/2016 18:08:39
SHD_Training_L001	23/05/2016 09:40:07





Menu Home **Advanced search**

I am looking for: Invoices

**Locate**

Invoice number: 10008899

Substance identity (EC, CAS, Name): *Please enter a minimum of three characters*

Submission number: *Please enter a minimum of three characters*

Purchase order: *Please enter a minimum of three characters*

**Filters**

Invoice type: Invoice

Invoice date: from: dd/mm/yyyy to: dd/mm/yyyy

Invoice status: *You may select multiple items*

Search Clear

Results 1 results found

Download results

Invoice date	Status	Invoice number	Credit note number	Submission number	Dossier type	Substance name	EC number
23/05/2016	Open	10008899		WF157970-25	Registration	Essentialtrainingoil	900-468-4

<p><b>Reference number:</b> 01-2114099472-41-0001</p> <p><b>Submission number:</b> WF157970-25 23/05/2016</p>	<p><b>Fee charged (EUR):</b> 3,506.00</p> <p><b>Payment date:</b> 23/05/2016</p> <p><b>Due date:</b> 24/05/2016</p> <p><b>Extended due date:</b> 25/05/2016</p>	<p><b>Invoice:</b> 10008899</p>
---	---	-------------------------------------



- You receive a message that points to both the submission and reference number page

I am looking for: Messages

Results 7 results found Download results

	Subject	Type	Related to	Date
New	Dossier submission completed	Submission	WF157970-25	23/05/2016

The following dossier submission has been completed:

Dossier type: Registration (regular)  
Submission number: WF157970-25  
Submission date: 23/05/2016 09:36  
File name: 495dc5e7-95b4-4106-9958-4886d8789195.i6z

The following reference number has been assigned:

Reference number: 01-2114099472-41-0001  
Reference date: 23/05/2016 09:36

You can access decisions and key documents at any moment in REACH-IT from the [reference number page](#).

**Message information**

Submission number: WF157970-25  
Name: Essentialtrainingoil  
EC number: 900-468-4

**Message reading history**

User	Date
SHD_Training_M195	23/05/2016 18:13:05

Archive



Current reference status: Active

Reference date: 23/05/2016  
Reference number: 01-2114099472-41-0001

Company name: SHD Training Member company 195  
Company UUID: ECHA-9d58ff66-4fda-4182-b35b-ed07946278ff

Substance	Dossier type	Joint submission	Contact information
Name Essentialtrainingoil	Registration	JS_Essentialtrainin...	Contact details SHD Tester 195 @ reachit-productma... +358968618448
EC number 900-468-4	Tonnage band 10-100 tpa	Company role Member	<a href="#">Edit</a>
CAS number -	On-site isolated intermediate -	Registration type Full	Third party representative -
	Transported isolated intermediate -		<a href="#">Edit</a>
<a href="#">View co-registrants</a>		<a href="#">View joint submission</a>	

Payment information

Fee waiver:	No
Maximum tonnage band:	10-100 tpa
Maximum on-site isolated intermediate:	-
Maximum transported isolated intermediate:	-

Key documents

- 23 May 2016

Final submission result  
Outcome: Accept  
Annotation number: SUB-D-2114117549-45-01/F  
Submission number: WF157970-25  
Legislative status: Final

[REGISTRATI...pdf](#)
- 23 May 2016

Communication on OCC result  
Outcome: Pending  
Annotation number: SUB-C-2114117547-49-01/F  
Submission number: WF157970-25  
Legislative status: Final

[REGISTRATI...pdf](#)





Menu Home Submission report **WF157970-25**

CAS number -	On-site Isolated Intermediate -  Transported Isolated Intermediate -	Registration type Full	Third party representative -
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[View co-registrants](#) [View joint submission](#)

- 4 ✓ Financial completeness check
- 5 ✓ Overall completeness check
- 6 ✓ Submission outcome

Submitted information  
Submitting company information  
Dossier details

**23 May 2016**

Final submission result  
Outcome: Accept  
Annotation number: SUB-D-2114117549-45-01/F  
Submission number: WF157970-25  
Legislative status: Final

REGISTRATI...pdf





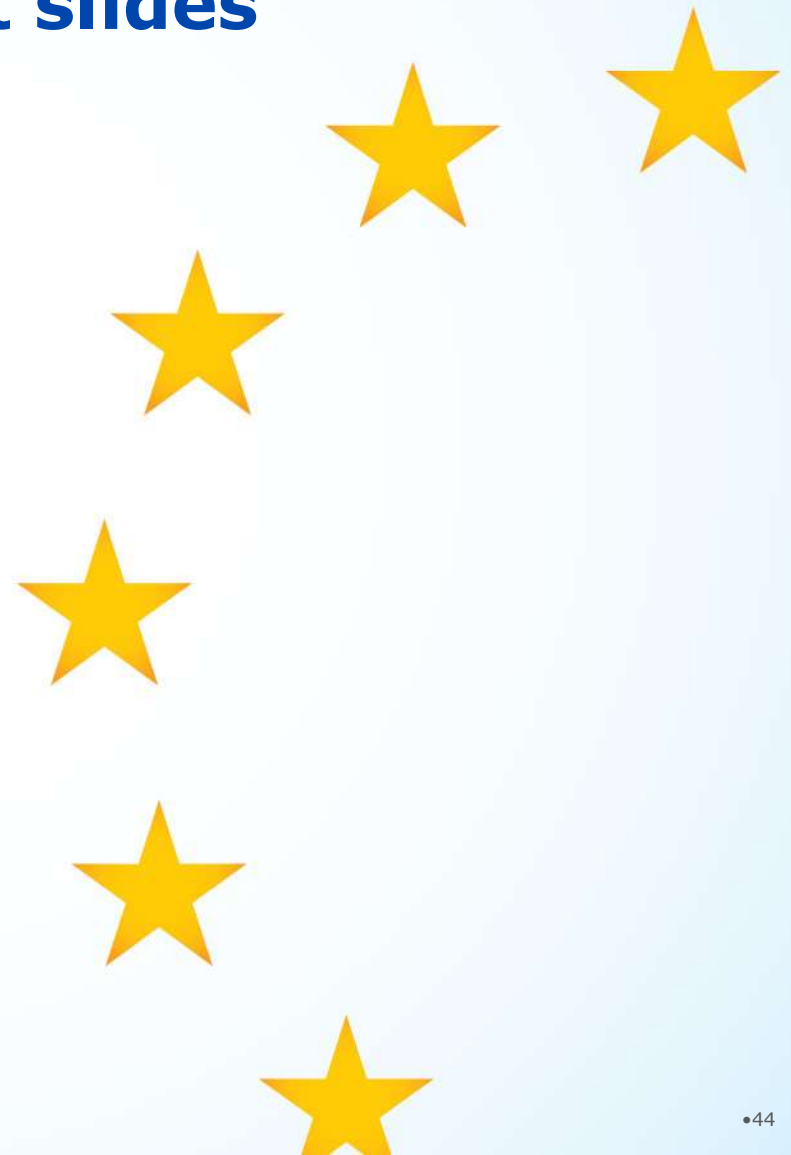
- REACH-IT goes live on 21 June 2016
  - REACH-IT only accepts IUCLID 6 dossiers
- REACH-IT is more intuitive and easy to use
- The help is integrated for easy use
- It is easy to visualise ongoing processes, pending tasks and deadlines
- The search functionalities have been improved



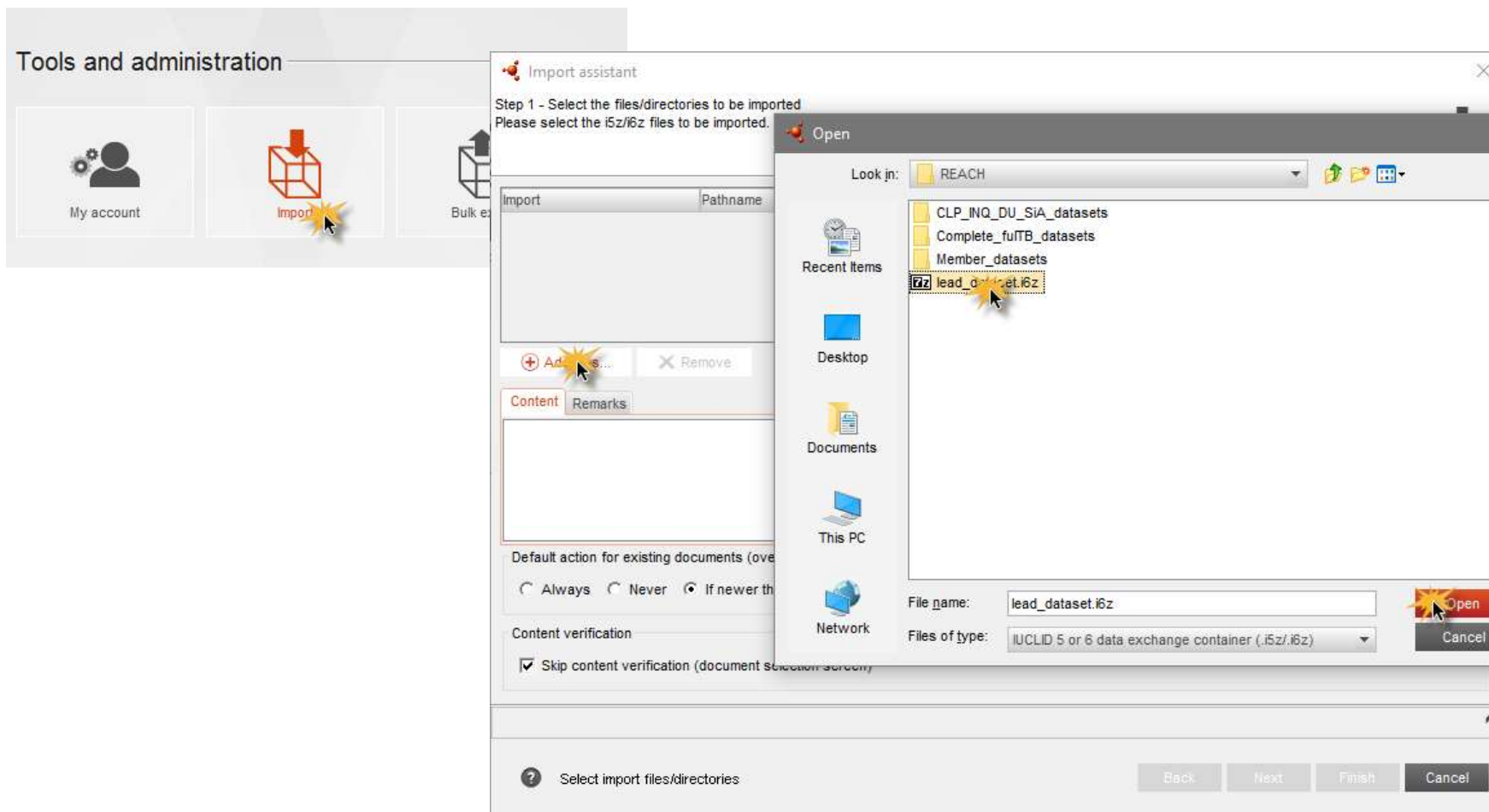
Thank you

The IUCLID and REACH-IT teams

# IUCLID exercise support slides

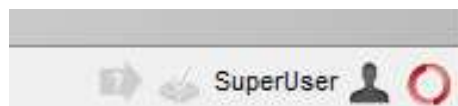


# Importing a dataset

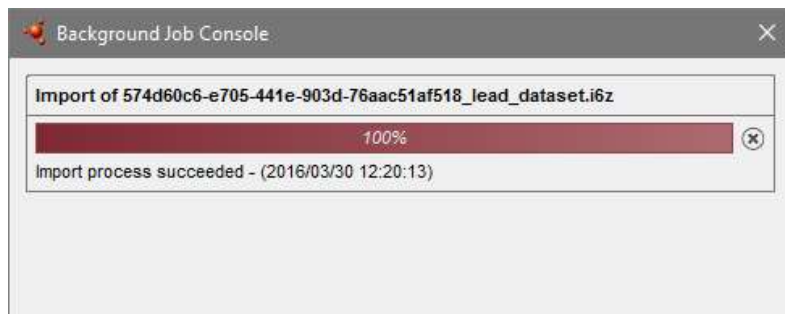


## Importing a dataset

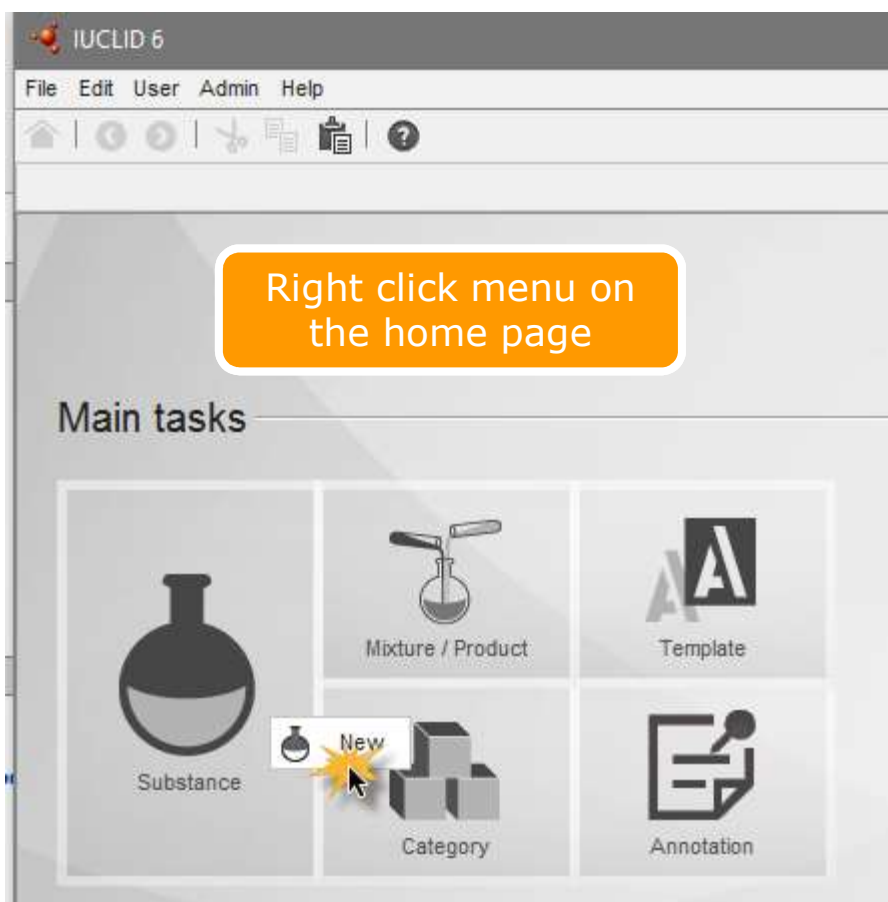
- When you press Finish the import starts
- See the progress of the import process in the background job window (bottom left of the screen)



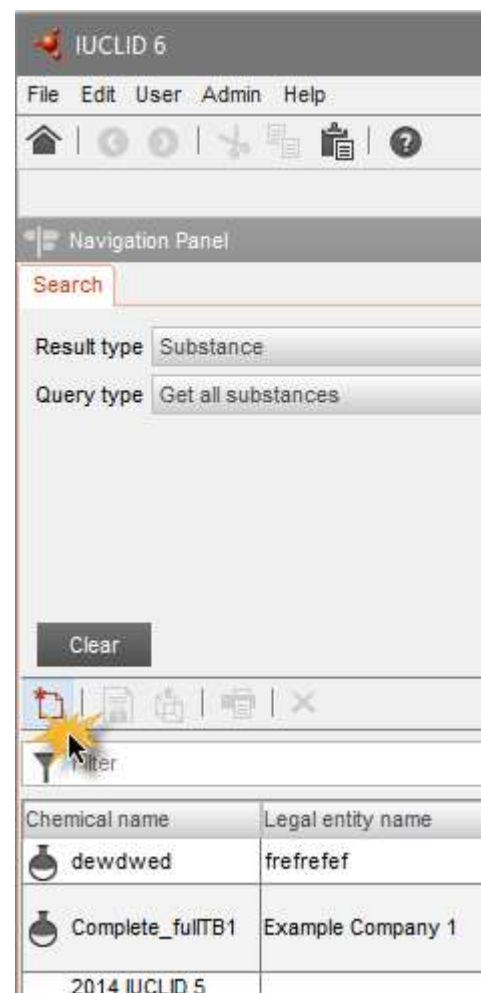
- Click the orange circle to open the window. Once the import is completed you will find your dataset in the dataset list



# Creating a dataset



New button on the Navigation Panel



# Datasets list

IUCLID 6

File Edit User Admin Help

Navigation Panel

Search TOC Annotations

Result type: Substance

Query type: Get all substances

Clear Search

Filter

Chemical name	Legal entity name	Reference substance	Last modification date
dewdwed	frefrefef		2016-03-29T11:23:00...
<b>Complete_fulTB1</b>	Example Company 1	myrtecaine / 2-[2-(6,6-dimethylbi / 7712-50-7 / 231-7	2016-01-14T12:02:19...
2014 IUCLID 5 Test Dataset for IUCLID 6 migration	European Chemicals ...	REFERENCE_SUBS / 50-00-0 / 222-888	2016-03-29T14:07:31...
Member_1	Example Company 1	labetalol / 2-hydroxy-5-(1-hyc / 36894-69-6 / 253-	2016-01-14T15:34:00...

Complete\_fulTB1 / myrtecaine / 2-[2-(6,6-dimethylbicyclo[3.1.1]hept-2-en-2-yl)ethoxy]-N,N-diethylethanamine / 7712-50-7

Substance name\*

Complete\_fulTB1

Public name

Test

Legal entity flags

Legal entity\*

Example Company 1 / Example city / Finland

Third party flags

Third party

**Role in the supply chain** ^

Role flags

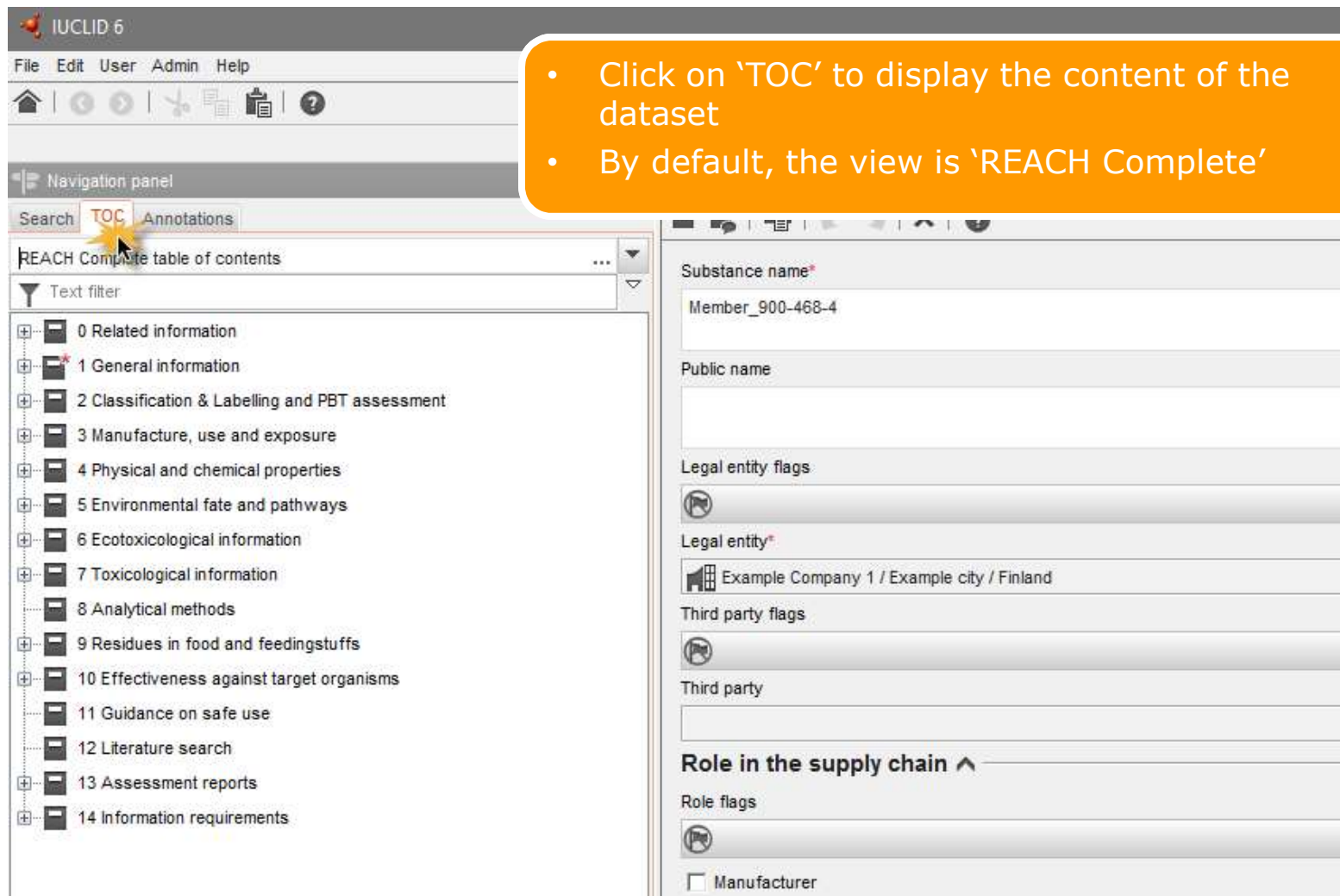
Manufacturer

Importer

Only representative



# Dataset content



**IUCLID 6**

File Edit User Admin Help

Navigation panel

Search **TOC** Annotations

REACH Complete table of contents

Text filter

- 0 Related information
- 1 General information
- 2 Classification & Labelling and PBT assessment
- 3 Manufacture, use and exposure
- 4 Physical and chemical properties
- 5 Environmental fate and pathways
- 6 Ecotoxicological information
- 7 Toxicological information
- 8 Analytical methods
- 9 Residues in food and feedingstuffs
- 10 Effectiveness against target organisms
- 11 Guidance on safe use
- 12 Literature search
- 13 Assessment reports
- 14 Information requirements

Substance name\*  
Member\_900-468-4

Public name

Legal entity flags

Legal entity\*  
Example Company 1 / Example city / Finland

Third party flags

Third party

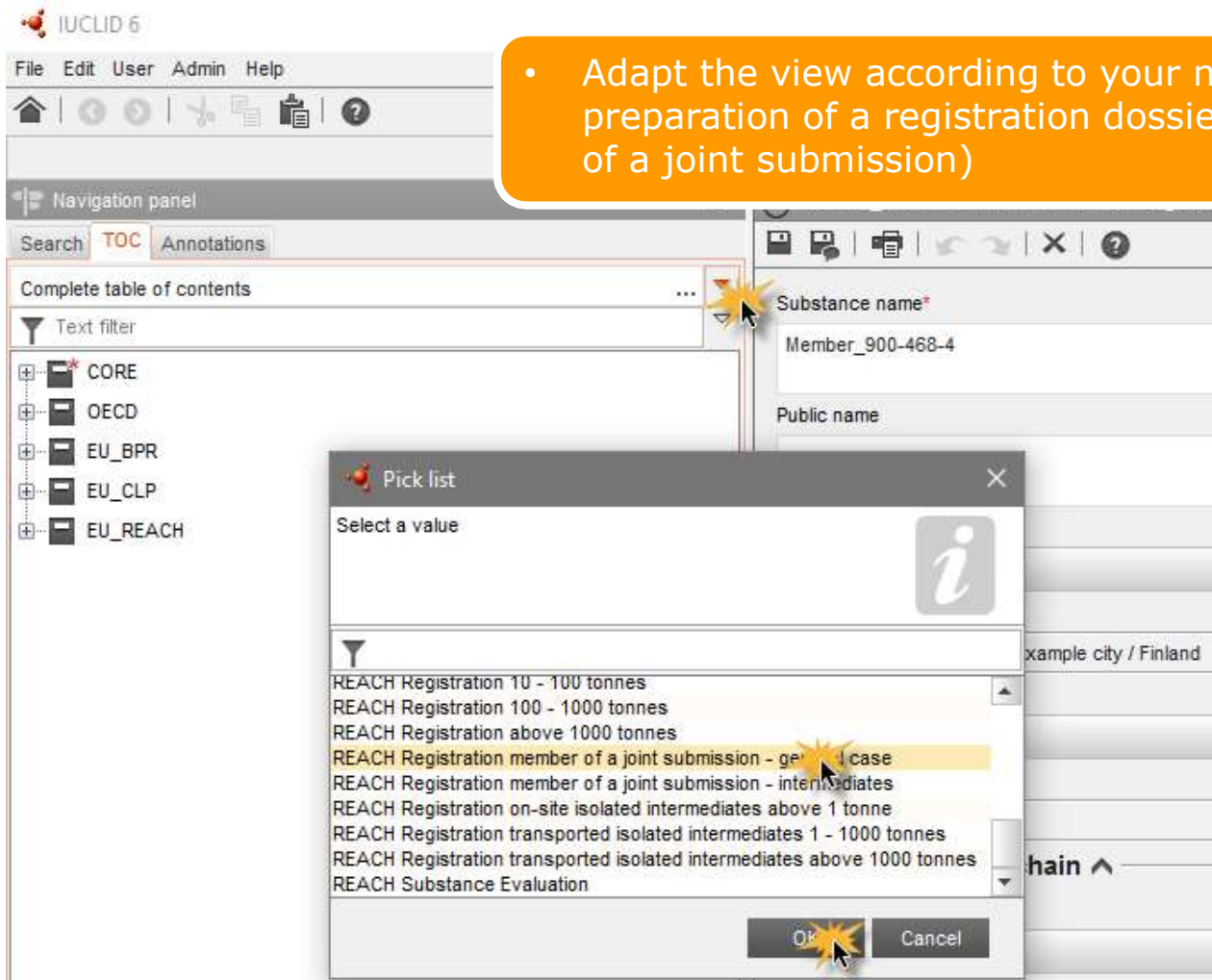
**Role in the supply chain** ^

Role flags

Manufacturer

- Click on 'TOC' to display the content of the dataset
- By default, the view is 'REACH Complete'

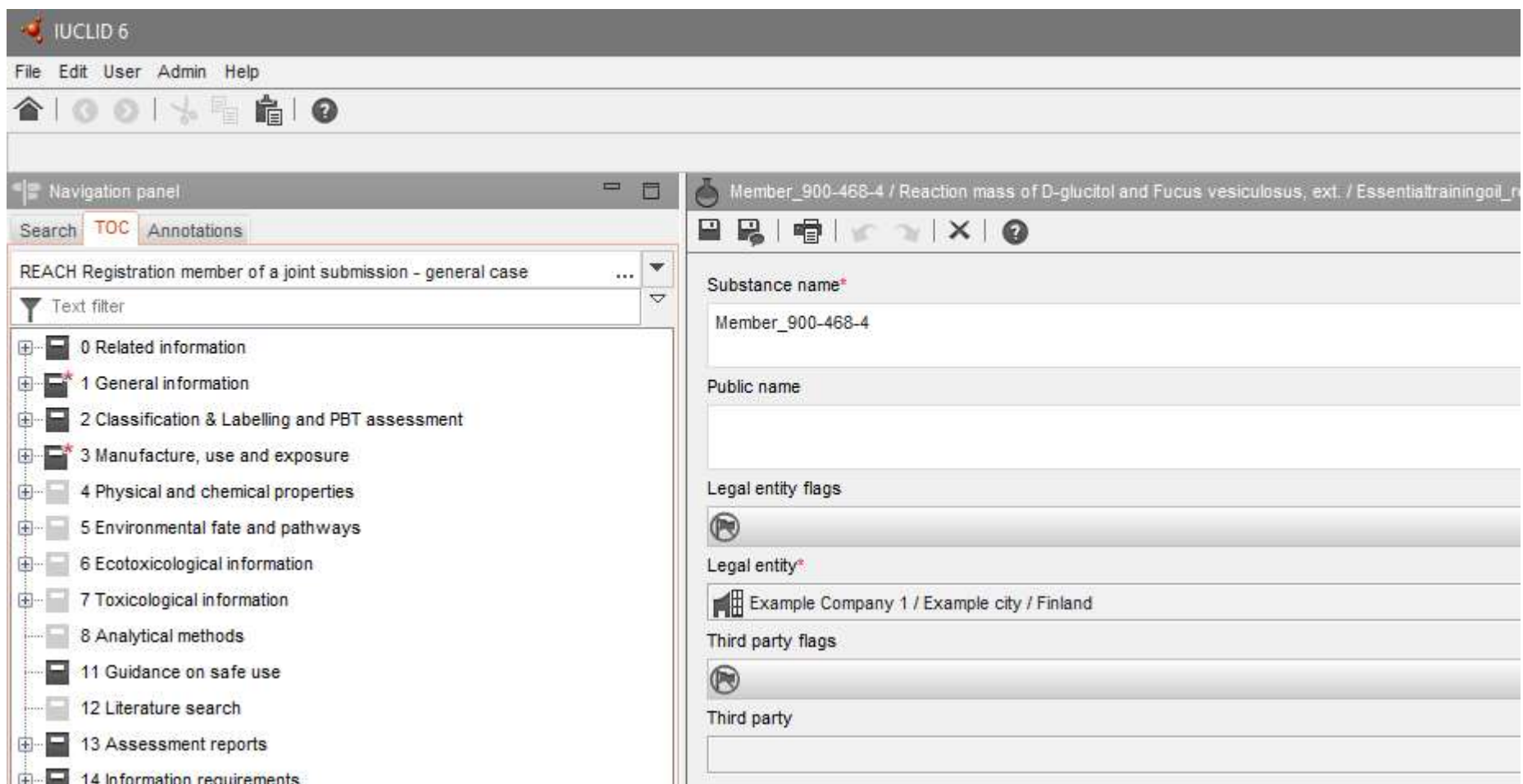
# Adapting view to submission types



The screenshot shows the IUCLID 6 software interface. A 'Pick list' dialog box is open, allowing the user to select a submission type. The list includes options such as 'REACH Registration 10 - 100 tonnes', 'REACH Registration 100 - 1000 tonnes', 'REACH Registration above 1000 tonnes', 'REACH Registration member of a joint submission - general case', 'REACH Registration member of a joint submission - intermediates', 'REACH Registration on-site isolated intermediates above 1 tonne', 'REACH Registration transported isolated intermediates 1 - 1000 tonnes', 'REACH Registration transported isolated intermediates above 1000 tonnes', and 'REACH Substance Evaluation'. The 'REACH Registration member of a joint submission - general case' option is highlighted. The background shows a navigation panel with categories like CORE, OECD, EU\_BPR, EU\_CLP, and EU\_REACH, and a form with fields for 'Substance name\*' and 'Public name'.

- Adapt the view according to your needs (e.g. preparation of a registration dossier as a member of a joint submission)

# REACH registration member... general case



The screenshot displays the IUCLID 6 software interface. The main window title is "IUCLID 6" and the menu bar includes "File", "Edit", "User", "Admin", and "Help". The navigation panel on the left shows a tree view of the registration structure, with "REACH Registration member of a joint submission - general case" selected. The right pane shows the details for "Member\_900-468-4 / Reaction mass of D-glucitol and Fucus vesiculosus, ext. / Essentialtrainingoil\_r".

**Navigation panel:**

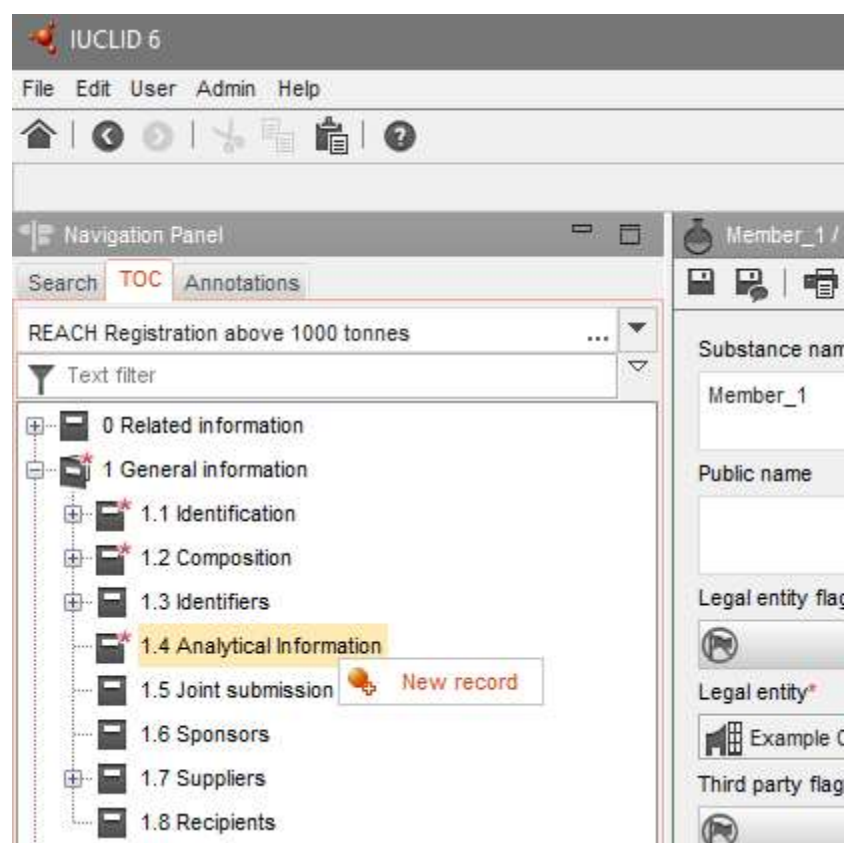
- REACH Registration member of a joint submission - general case
- Text filter
- 0 Related information
- 1 General information
- 2 Classification & Labelling and PBT assessment
- 3 Manufacture, use and exposure
- 4 Physical and chemical properties
- 5 Environmental fate and pathways
- 6 Ecotoxicological information
- 7 Toxicological information
- 8 Analytical methods
- 11 Guidance on safe use
- 12 Literature search
- 13 Assessment reports
- 14 Information requirements

**Main window details:**

- Member\_900-468-4 / Reaction mass of D-glucitol and Fucus vesiculosus, ext. / Essentialtrainingoil\_r
- Substance name\*: Member\_900-468-4
- Public name
- Legal entity flags
- Legal entity\*: Example Company 1 / Example city / Finland
- Third party flags
- Third party

## Filling-in a dataset: creating records

- Right-click on a section to create a new record
- Fill-in the information



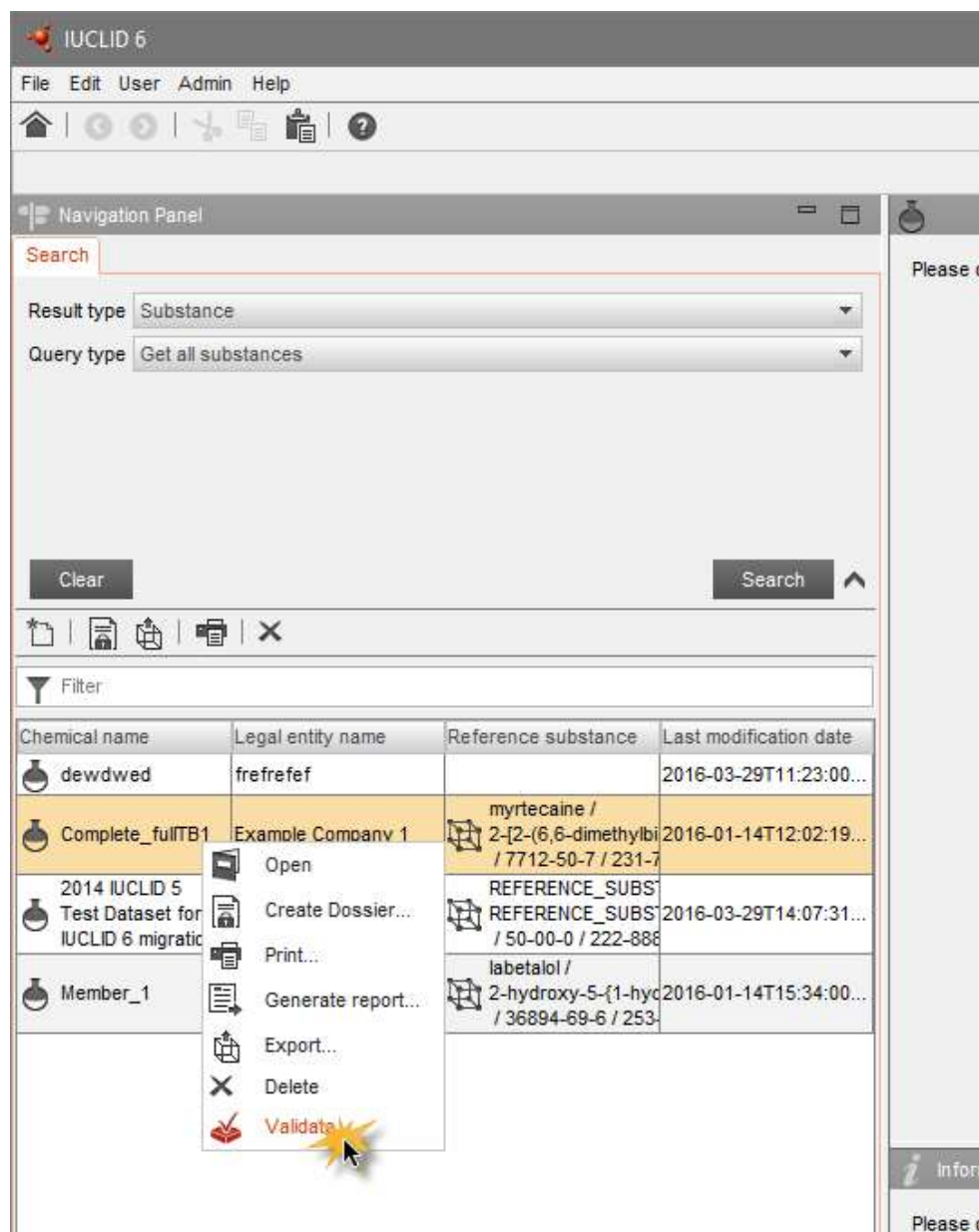
# Validation assistant

Support slides and examples



## Validation assistant

- Access the substance datasets
- Right-click on the dataset and select Validate

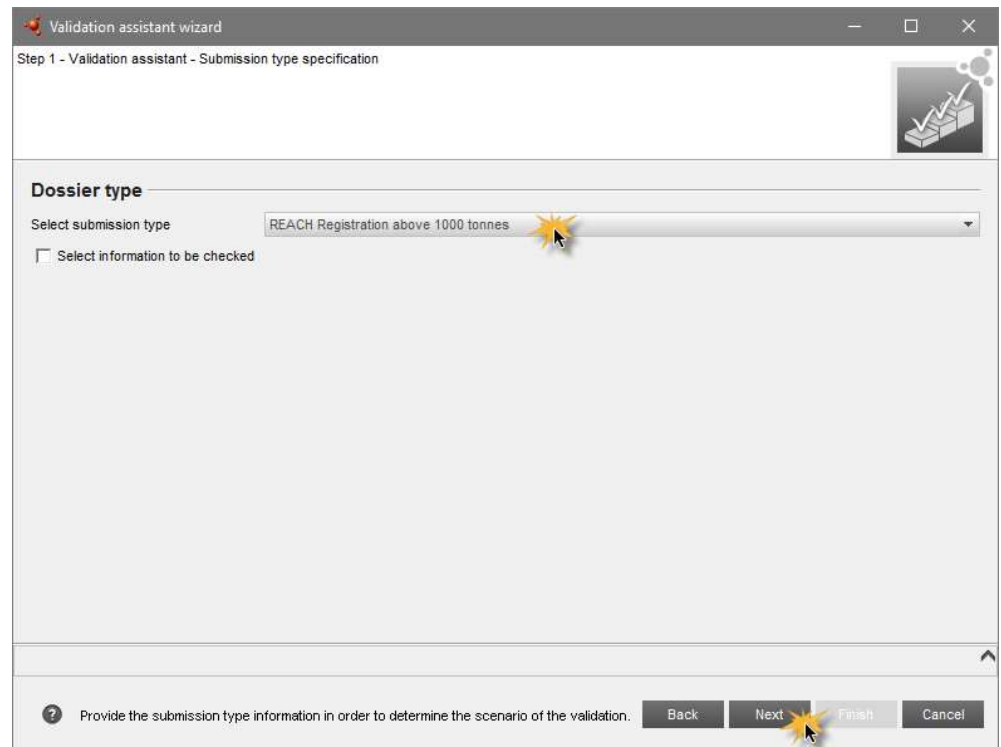


The screenshot shows the IUCLID 6 application window. At the top, there is a menu bar (File, Edit, User, Admin, Help) and a toolbar with icons for home, back, forward, search, and help. Below this is a 'Navigation Panel' with a search bar and dropdown menus for 'Result type' (set to 'Substance') and 'Query type' (set to 'Get all substances'). A 'Clear' button and a 'Search' button with an upward arrow are also present. Below the search area is a 'Filter' section and a table of search results. The table has four columns: 'Chemical name', 'Legal entity name', 'Reference substance', and 'Last modification date'. The second row is highlighted in yellow and has a context menu open over it. The context menu includes options: 'Open', 'Create Dossier...', 'Print...', 'Generate report...', 'Export...', 'Delete', and 'Validate'. A mouse cursor is pointing at the 'Validate' option. The table data is as follows:

Chemical name	Legal entity name	Reference substance	Last modification date
dewdwd	frefref		2016-03-29T11:23:00...
Complete_fullTB1	Example Company 1	myrtecaine / 2-[2-(6,6-dimethylbi / 7712-50-7 / 231-7	2016-01-14T12:02:19...
2014 IUCLID 5 Test Dataset for IUCLID 6 migratic		REFERENCE_SUBS REFERENCE_SUBS / 50-00-0 / 222-886	2016-03-29T14:07:31...
Member_1		labetalol / 2-hydroxy-5-{1-hyc / 36894-69-6 / 253-	2016-01-14T15:34:00...

## Validation assistant

- Access the substance datasets
- Right-click on the dataset and select Validate
- Select the submission type (*screenshot example for lead dossiers >1000 t/y*)



Validation assistant wizard

Step 1 - Validation assistant - Submission type specification

**Dossier type**

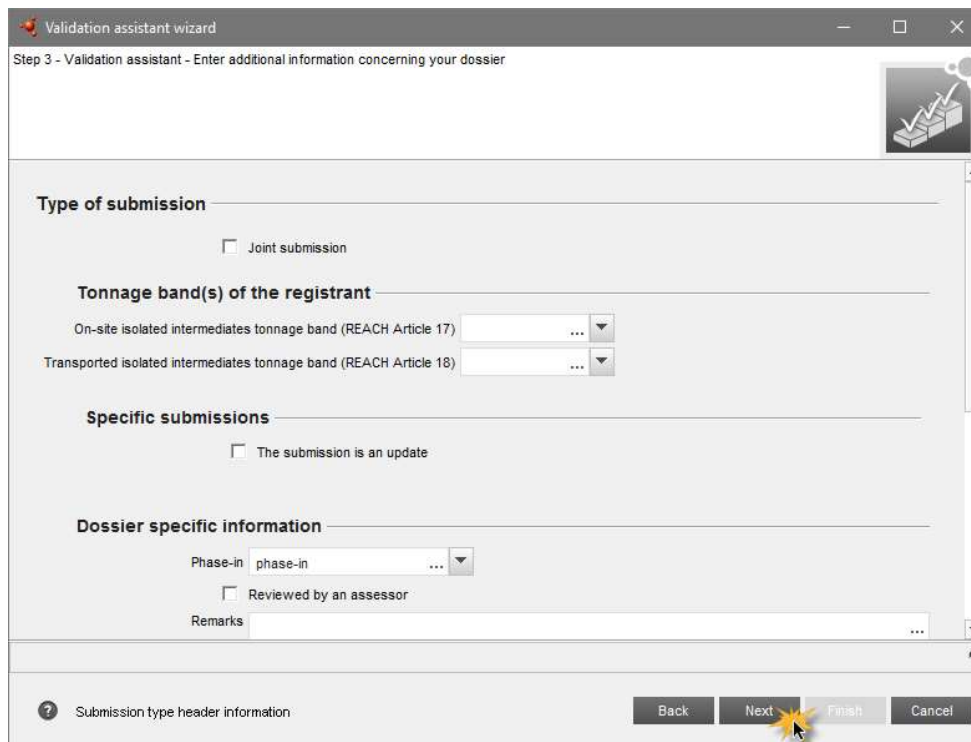
Select submission type: REACH Registration above 1000 tonnes

Select information to be checked

Provide the submission type information in order to determine the scenario of the validation. Back Next Finish Cancel

## Validation assistant

- Access the substance datasets
- Right-click on the dataset and select Validate
- Select the submission type
- Provide the dossier header information



Validation assistant wizard

Step 3 - Validation assistant - Enter additional information concerning your dossier

**Type of submission**

Joint submission

**Tonnage band(s) of the registrant**

On-site isolated intermediates tonnage band (REACH Article 17) ...

Transported isolated intermediates tonnage band (REACH Article 18) ...

**Specific submissions**

The submission is an update

**Dossier specific information**

Phase-in phase-in ...

Reviewed by an assessor

Remarks ...

Submission type header information

Back Next Finish Cancel



## Validation assistant results

- Total number of failures

- Rule number



- Relevant section

- Document name




- Error message



Validation assistant wizard


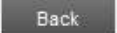

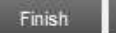
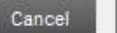
Validated entity: Complete\_fulTB1 / myrtecaïne / 2-[2-(6,6-dimethylbicyclo[3.1.1]hept-2-en-2-yl)ethoxy]-N,N-diethylethanamine / 7712-50-7  
 Time of validation: 2016/03/30 10:29:40  
 Validation scenario: SC0144 - Registration, lead >1000, own 10-100/100-1000/>1000, CSR, own GSU

Submission checks (2)  Quality checks (0) 

"Business rules (1)", "Completeness check rules (1)"

Re-check  Open document  Open document  Filter: All Rules' outcome: All

Rule ^	Section nu...	Section name	Document n...	Message	Rule type	Rule level
BR177				Joint submission lead registrants must include at least one composition which describes the collectively agreed boundaries of the registered substance. To this end, indicate in section 1.2 the 'Type of composition' as 'boundary composition of the substance'. Multiple boundary compositions can be provided, if relevant.	Business rule	 Failure
TCC_ESR_19	6.1.2	Long-term toxicity to fish	Testing proposal	'Administrative data' is not complete. You have indicated the endpoint study record to be a testing proposal by selecting 'experimental study planned' or 'experimental study planned (based on read-across)' in the field 'Type of information'. A testing proposal on vertebrate animals must document the considerations for why the adaptation possibilities provided by the REACH Regulation cannot be used to address the information requirement. The information must be provided in the field 'Justification for type of information' and will be published on the ECHA website. You are advised to use the text template available for the field to ensure that all the relevant information has been provided.	Completeness check	 Failure

Validation assistant - Report     

# Validation assistant results

- Right-click on a failure to access the incomplete document

Validation assistant wizard

Validated entity: Complete\_fullTB1 / myrtecaine / 2-[2-(6,6-dimethylbicyclo[3.1.1]hept-2-en-2-yl)ethoxy]-N,N-diethylethanamine / 7712-50-7  
 Time of validation: 2016/03/30 10:29:40  
 Validation scenario: SC0144 - Registration, lead >1000, own 10-100/100-1000/>1000, CSR, own GSU

Submission checks (2) ! Quality checks (0) ?

"Business rules (1)", "Completeness check rules (1)"

Re-check Open document Open document Filter: All Rules' outcome: All

Rule	Section nu...	Section name	Document n...	Message	Rule type	Rule level
BR177				Joint submission lead registrants must include at least one composition which describes the collectively agreed boundaries of the registered substance. To this end, indicate in section 1.2 the 'Type of composition' as 'boundary composition of the substance'. Multiple boundary compositions can be provided, if relevant.	Business rule	Failure
TCC_ESR_19	6.1.2	Long-term toxicity to fish	Testing proposal	'Administrative data' is not complete. You have indicated the endpoint study record to be a testing proposal by selecting 'experimental study planned' or 'experimental study planned (based on read-across)' in the field 'Type of information'. A testing proposal on vertebrate animals must document the considerations for why the adaptation possibilities provided by the REACH Regulation cannot be used to address the information required. The information provided in the field 'Justification for type of advice relevant' on the ECHA website. You are required to provide the information for the field to ensure that all the	Completeness check	Failure

Validation assistant - Report

Back Next Finish Cancel

The incomplete document is displayed

The screenshot shows a web-based form for administrative data. The form includes several sections with dropdown menus and text input fields:

- Endpoint:** fish early-life stage toxicity
- Type of information:** experimental study planned
- Adequacy of study:** (empty dropdown)
- Study period:** 8 months
- Reliability:** (empty dropdown)
- Rationale for reliability incl. deficiencies:** (empty dropdown)
- Data waiving:** (empty dropdown)
- Justification for data waiving:** (empty text area)

The 'Information Panel' at the bottom contains the following details:

- Type:** Endpoint Study Record
- UUID:** IUC5-7f7accf0-2eb8-4a51-931a-54770f050239
- Dossier UUID:** (empty)

An orange callout box at the bottom right points to a validation icon (a checkmark inside a circle) next to the user name 'SuperUser'.

You can (un-)hide the Validation Assistant using this icon

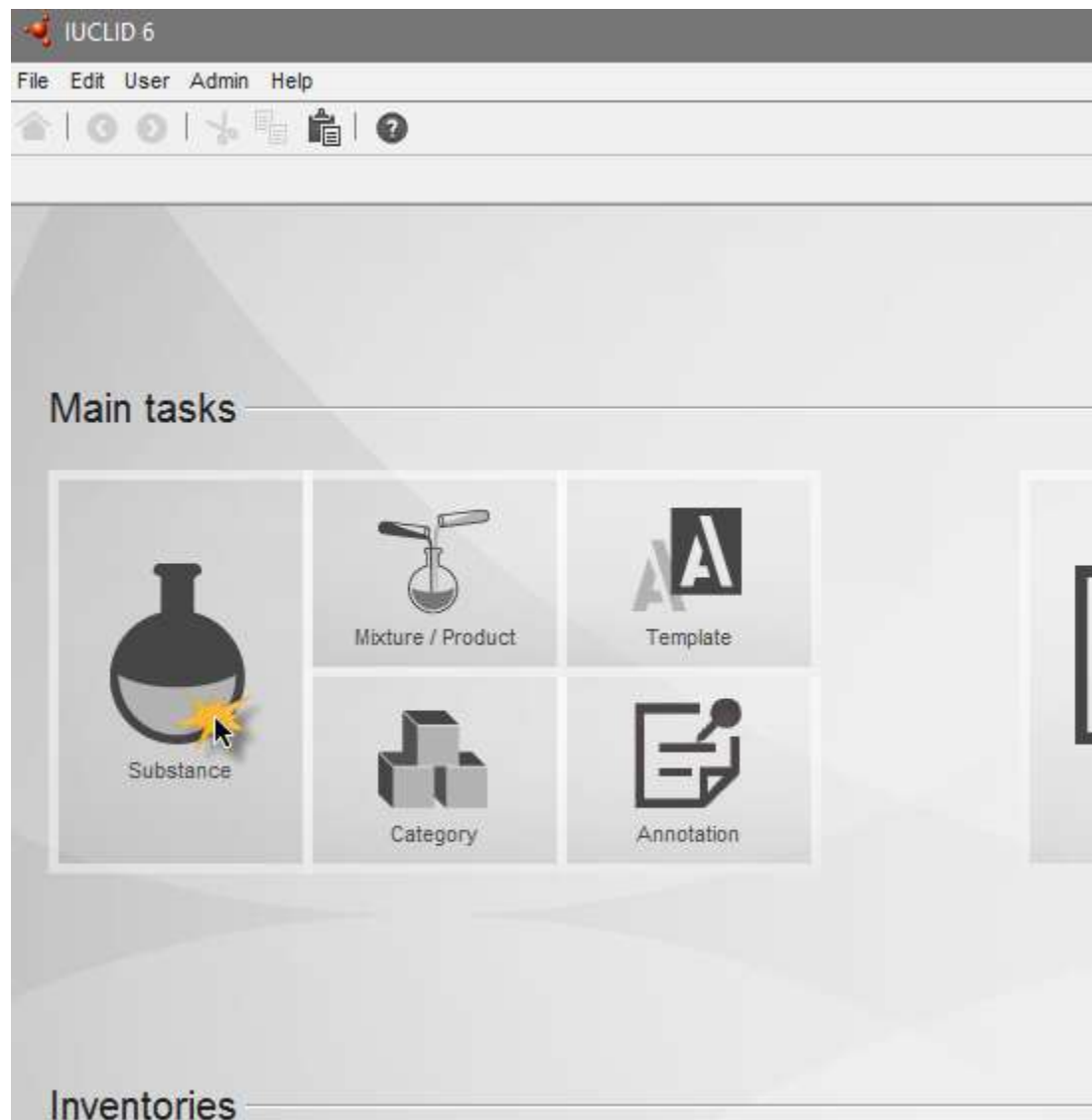
# IUCLID 6 dossier creation

Support slides and examples



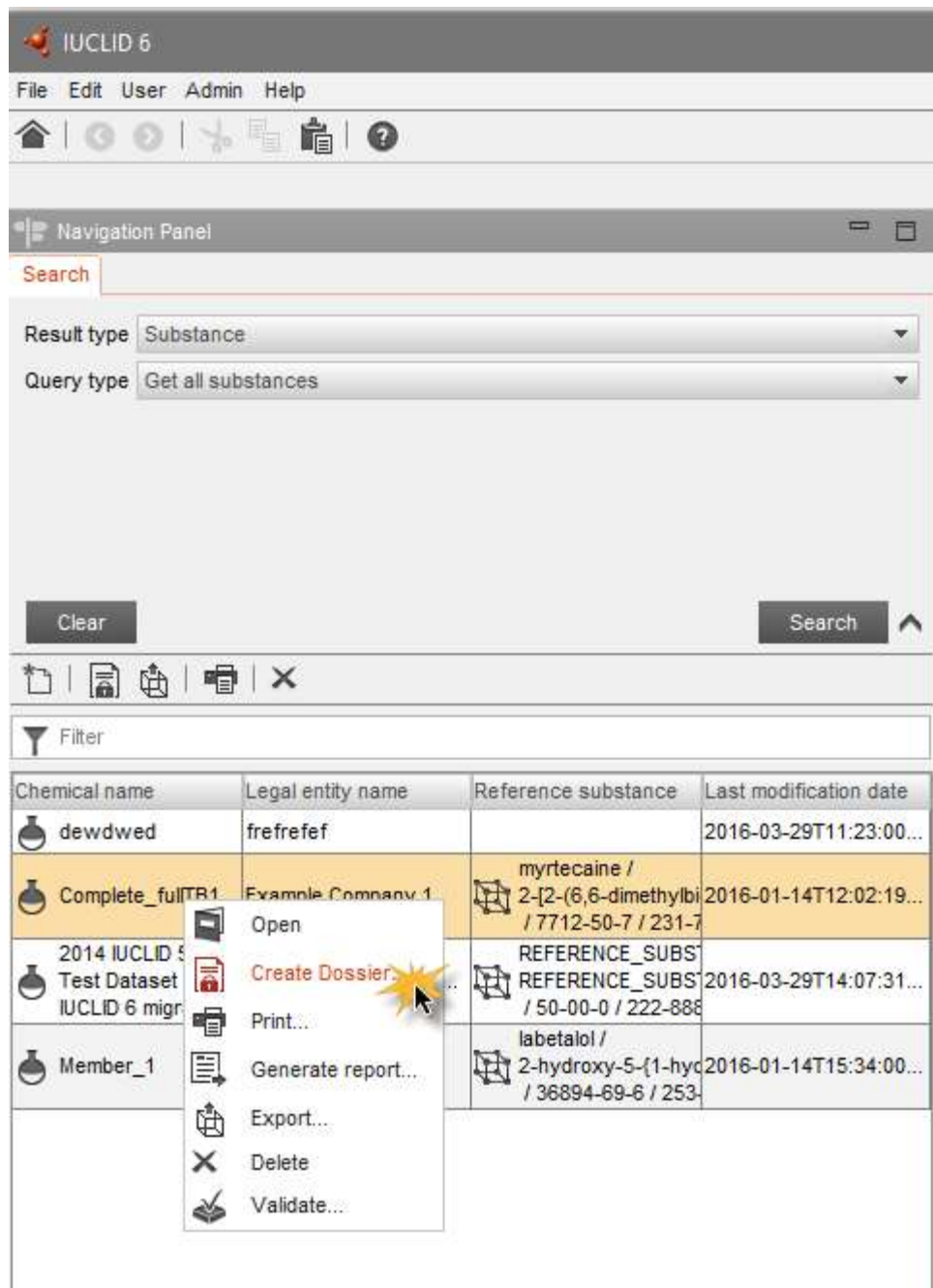
## Dossier creation

- Access your substance datasets



## Dossier creation

- Select the dataset for which you want to create a dossier
- Right-click and create dossier

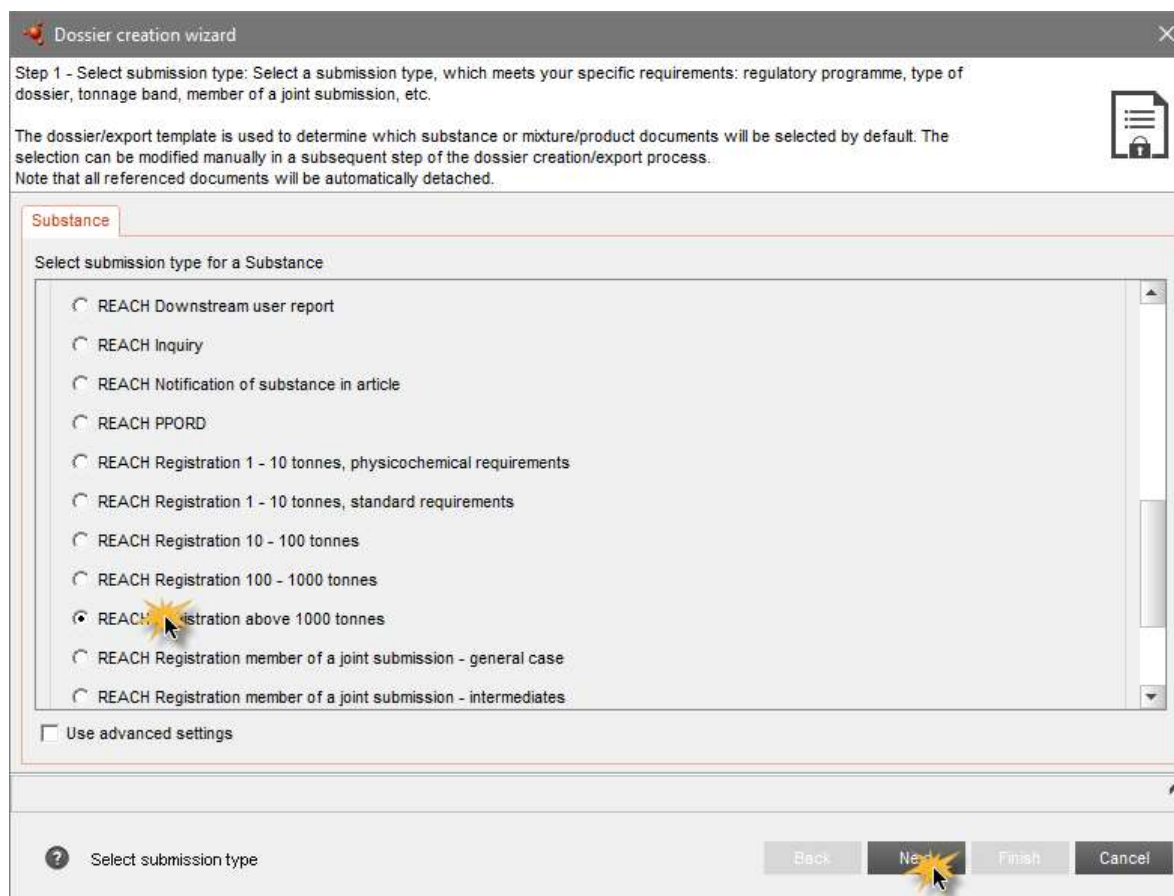


The screenshot shows the IUCLID 6 software interface. At the top, there is a menu bar with 'File', 'Edit', 'User', 'Admin', and 'Help'. Below the menu bar is a navigation panel with a search bar and two dropdown menus: 'Result type' set to 'Substance' and 'Query type' set to 'Get all substances'. A 'Clear' button and a 'Search' button are located below the search bar. Below the search bar is a toolbar with icons for file operations. Below the toolbar is a filter bar. Below the filter bar is a table with the following columns: 'Chemical name', 'Legal entity name', 'Reference substance', and 'Last modification date'. The table contains several rows of data. A context menu is open over the row with 'Chemical name' 'Complete\_fullTR1', 'Legal entity name' 'Example Company 1', and 'Reference substance' 'myrtecaine / 2-[2-(6,6-dimethylbi / 7712-50-7 / 231-7'. The context menu options are: 'Open', 'Create Dossier', 'Print...', 'Generate report...', 'Export...', 'Delete', and 'Validate...'. A mouse cursor is pointing at the 'Create Dossier' option.

Chemical name	Legal entity name	Reference substance	Last modification date
dewdwed	frefrefef		2016-03-29T11:23:00...
Complete_fullTR1	Example Company 1	myrtecaine / 2-[2-(6,6-dimethylbi / 7712-50-7 / 231-7	2016-01-14T12:02:19...
2014 IUCLID 5 Test Dataset IUCLID 6 migr		REFERENCE_SUBST / 50-00-0 / 222-888	2016-03-29T14:07:31...
Member_1		labetalol / 2-hydroxy-5-{1-hyd / 36894-69-6 / 253	2016-01-14T15:34:00...

## Dossier creation wizard

- Select the dossier type (*screenshot example for lead dossiers >1000 t/y*)



Dossier creation wizard

Step 1 - Select submission type: Select a submission type, which meets your specific requirements: regulatory programme, type of dossier, tonnage band, member of a joint submission, etc.

The dossier/export template is used to determine which substance or mixture/product documents will be selected by default. The selection can be modified manually in a subsequent step of the dossier creation/export process.  
Note that all referenced documents will be automatically detached.

**Substance**

Select submission type for a Substance

- REACH Downstream user report
- REACH Inquiry
- REACH Notification of substance in article
- REACH PPORD
- REACH Registration 1 - 10 tonnes, physicochemical requirements
- REACH Registration 1 - 10 tonnes, standard requirements
- REACH Registration 10 - 100 tonnes
- REACH Registration 100 - 1000 tonnes
- REACH Registration above 1000 tonnes
- REACH Registration member of a joint submission - general case
- REACH Registration member of a joint submission - intermediates

Use advanced settings

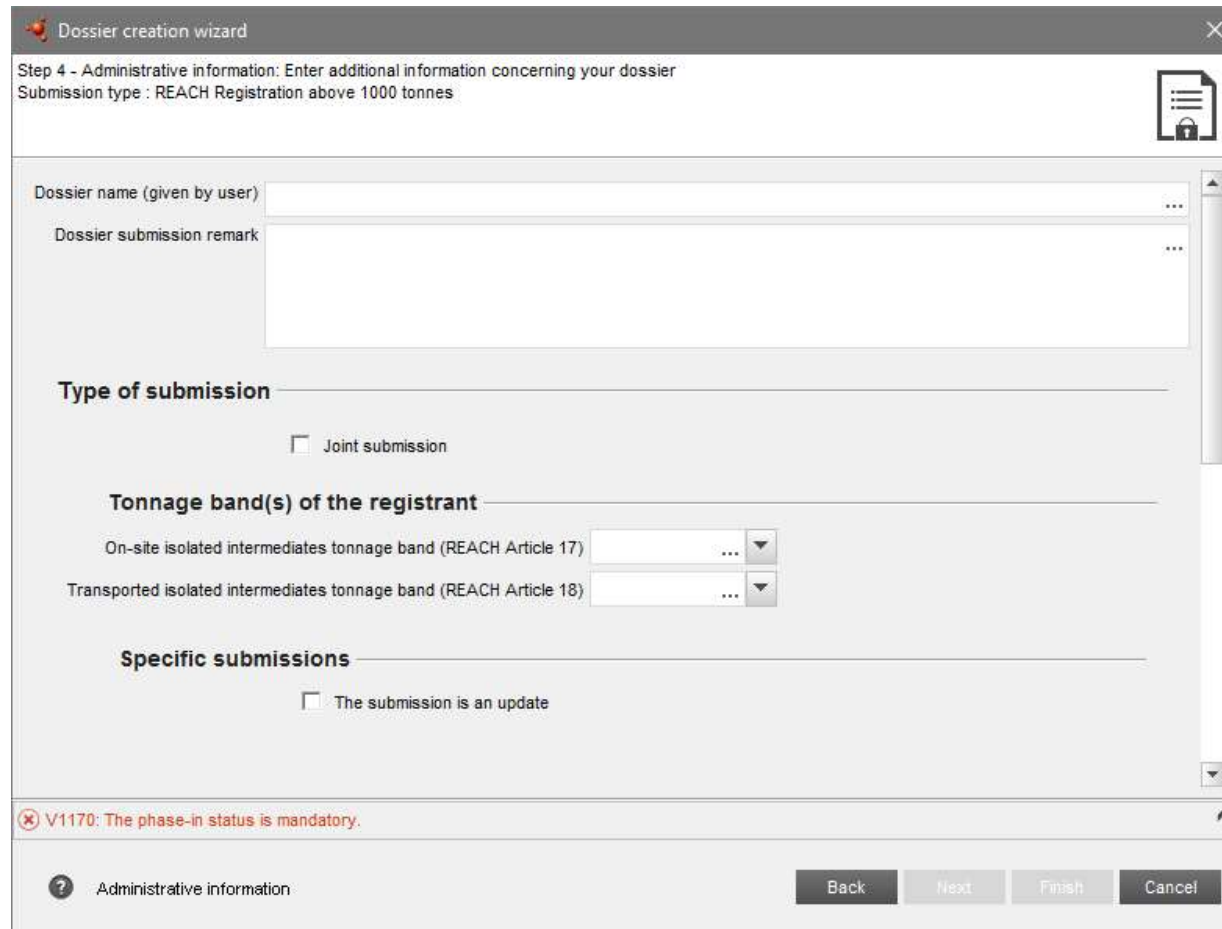
? Select submission type

Back Next Finish Cancel



# Dossier creation wizard

- Fill-in the dossier header



The screenshot shows a software window titled "Dossier creation wizard" with a close button in the top right corner. The main content area is titled "Step 4 - Administrative information: Enter additional information concerning your dossier" and includes the text "Submission type : REACH Registration above 1000 tonnes" and a document icon. Below this, there are two text input fields: "Dossier name (given by user)" and "Dossier submission remark", each with a three-dot menu icon to its right. A section titled "Type of submission" contains a checkbox labeled "Joint submission". Below that is a section titled "Tonnage band(s) of the registrant" with two dropdown menus: "On-site isolated intermediates tonnage band (REACH Article 17)" and "Transported isolated intermediates tonnage band (REACH Article 18)". A "Specific submissions" section contains a checkbox labeled "The submission is an update". At the bottom left, there is a red error message: "V1170: The phase-in status is mandatory." At the bottom right, there are four buttons: "Back", "Next", "Finish", and "Cancel". A status bar at the very bottom shows a question mark icon and the text "Administrative information".