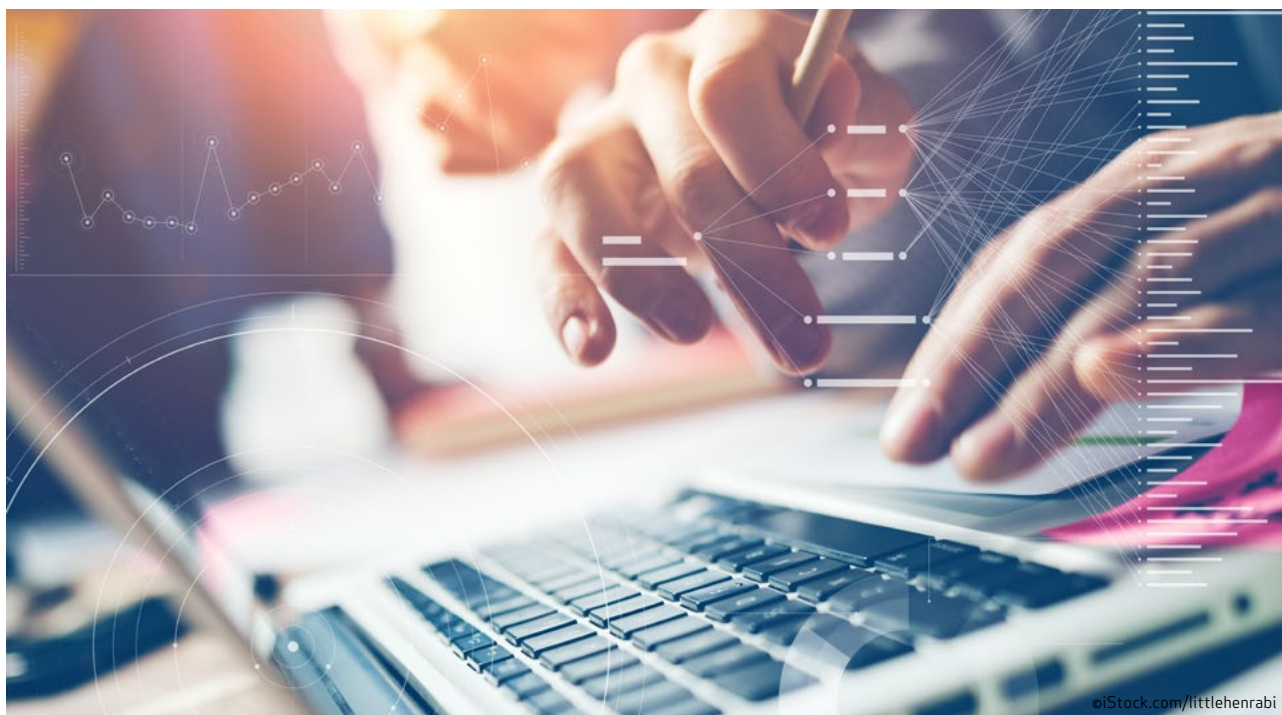


ECHA-20-B-01-EN

How to prepare and submit information to poison centres

Key information for companies preparing and submitting information to poison centres on hazardous mixtures



The ECHA Submission portal is an online tool that industry can use to both prepare and submit information on hazardous mixtures. This information can be used by poison centres to help provide a rapid emergency health responses.

The information contained in a poison centre notification (PCN) is based on a harmonised format, which defines the information requirements established in Annex VIII to the CLP Regulation.



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WHY HARMONISE THE FORMAT?

Before compliance with Annex VIII, information submitted for the purposes of making an emergency health response may vary from Member State to Member State. The introduction of the new PCN format harmonises and reduces inconsistencies in the information made available to medical personnel in different Member States.

The PCN format is compatible with IUCLID 6. This means that industry can take full advantage of IUCLID's capabilities and store their PCN data using ECHA Cloud Services. More information on the PCN format and support material is available on ECHA's Poison Centres website.

HOW DOES THE ECHA SUBMISSION PORTAL WORK?

Companies can use the ECHA Submission portal to conveniently prepare, submit and manage their notifications in one central location.

One of the portal's key features and benefits is that companies can submit to multiple Member States

with a single notification. In addition, an embedded validation assistant will give companies the opportunity to check the quality of their data before submitting it.

Once the data has been submitted, companies will receive a submission number that will allow them to track the status of their notifications and be informed when they have been received and downloaded by relevant Member States.

At any given time, companies will also have access to the submitted information and their submission status through a submission report available in the ECHA Submission portal.

WHAT ARE THE DIFFERENT WAYS TO PREPARE AND SUBMIT PCN INFORMATION?

There are a number of options for a company to prepare and submit information depending on the company's internal systems or the submission system supported by the Member State.



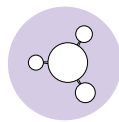
Online through the ECHA Submission portal:

The portal allows users to prepare their notifications using IUCLID Cloud services, alleviating the burden of maintaining, updating and backing up the application. The notification can be submitted directly in the portal or downloaded and saved locally for later submission – either through the portal or through the local submission system of the Member States. The notification will be stored centrally in the portal and will be accessible in ECHA Cloud by the submitting company.



System-to-system service:

For a more automated approach, a system-to-system service is available. With this service, companies can directly prepare their notifications in the IUCLID compatible PCN format (.i6z) within their own systems and automatically transfer them to the ECHA Submission portal. The company will be systematically informed of any inconsistencies in the notification through the portal.



Offline preparation:

As the PCN notification format is IUCLID compatible, notifications can also be prepared offline using IUCLID 6. A PCN user template is available within the tool for those companies that prefer to enter their data manually and store it locally. Notifications prepared offline can either be submitted through the ECHA Submission portal or through the Member State's local system if available.

IS THE USE OF THE ECHA SUBMISSION PORTAL COMPULSORY?

Member States can decide which submission system to use. While most Member States will accept notifications submitted through the ECHA Submission portal, some will continue to operate their national submission systems in parallel. Companies may opt for their preferred submission route where both the ECHA and national systems are available.

The use of the ECHA Submission portal is free of charge, though some Member States may continue to charge fees, as is currently the case in some countries.



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WHEN CAN INDUSTRY START USING THE ECHA SUBMISSION PORTAL?

The ECHA Submission portal is already available to help industry prepare and submit poison centre notifications. Before submitting, companies need to check the “Overview of Member States’ decisions on implementing Annex VIII to the CLP” available on ECHA’s Poison Centres website to see if their relevant Member State has started accepting notifications submitted through the portal.

HOW SECURE IS THE SUBMITTED INFORMATION?

All information submitted by companies through the ECHA Submission portal will be securely forwarded to the corresponding Member States identified in the notifications.

The ECHA Submission portal will maintain the same high level of security that is required for ECHA’s other industry IT systems (such as REACH-IT). Access to PCN data will only be allowed for authenticated users. Once the information is forwarded to the Member State’s appointed body, the responsibility to ensure equivalent security measures is transferred accordingly.

ECHA’s Poison Centres website

<https://poisoncentres.echa.europa.eu>

Q&As and support:

<https://poisoncentres.echa.europa.eu/support>

Overview of Member States’ decisions on implementing Annex VIII to the CLP

https://poisoncentres.echa.europa.eu/documents/22284544/27487986/msd_en.pdf/982d9115-58cb-75c8-80ae-8eb16f5c0009

List of nationally appointed bodies:

<https://poisoncentres.echa.europa.eu/appointed-bodies>

PCN format:

<https://poisoncentres.echa.europa.eu/fi/poison-centres-notification-format>

IUCLID website:

<https://iuclid6.echa.europa.eu/>