

REACHReady Case Study: Bespoke Training



New employee inherits responsibility for REACH and CLP

Introduction

Company M is an importer, trader and distributor of metals and metal products to the construction industry. Recently, their Regulatory Affairs Manager left the company and a new staff member was appointed to take over the responsibility for REACH and CLP compliance. The REACH and CLP records were given to the new employee; however, as the previous Manager had already left, there was no formal handover of the role. During the employee's induction period the company recognised the need for specialist training and guidance on taking on the responsibilities from a predecessor.

Solution

REACHReady prepared a Bespoke in-house training day detailing the duties of the company and the role of the new employee in verifying and maintaining compliance. Prior to the training day, our expert discussed with the new Manager their background and level of knowledge of REACH and CLP. Aspects of our public workshops, '*REACH – the Basics*', '*How compliant are you?*' and '*Maintaining your REACH Registrations*' were then tailored to the company's particular situation. Our trainer researched the registration and CLP status of the company's products and used these examples to illustrate key points, such as substance and dossier evaluation, and how to find contact details for the consortium or Lead Registrant. The training also covered key aspects of IUCLID, and the functionality of REACH-IT.

Results

The new Regulatory Affairs Manager gained a thorough understanding of the ongoing duties of registrants, discovered how to find out information from the ECHA website and how to find and communicate with existing consortia and registrants. They also gained an appreciation of how to use REACH-IT and IUCLID, exploring existing registrations and notifications, and making new submissions. REACHReady concluded the day by advising on a plan of action including making contact with Lead Registrants, bringing up to date the company's record keeping, and updating the existing registrations.

REACHReady has since prepared a short '*Passing on the regulatory role for REACH and CLP in an organisation*' guide. Exclusively for our Gold subscribers, this was written to help companies collate the information necessary for succession planning and compliance management during periods of absence.

Further information

REACHReady's **Bespoke training** offers the opportunity to receive our renowned training in-house and tailored to your specific business needs. Following an initial free telephone consultation, prices for Bespoke training for small groups start at £1,300 plus VAT, plus any associated expenses. We aim to provide a value-for-money service of the highest quality and the flexibility to fit your budget.

For more information please call +44 (0) 20 7901 1444 or email enquiries@reachready.co.uk