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# eXtended EudraVigilance Medicinal Product Report Message (XEVPRM) Step-by-Step guide

Maintenance operations: Nullification of development medicinal product (DMP) entity in the XEVMPD

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Product and sponsor information used in this step-by-step guide is fictitious and intended for demonstration purposes only.

## 1.1. Example specifications

For the purpose of this step-by-step exercise, we will be nullifying our previously submitted DMP with the product name 'ProductX 100ml solution' available in the XEVMPD with the assigned EV Code PRD126017, as it is a duplicate of the same medicinal product with the assigned EV Code PRD126007.

The product information was submitted in the XEVMPD twice, due to error.

#### 1.2. Retrieve the DMP entity in the XEVMPD

- **1)** Log in to the requested EVWEB environment:
  - EVWEB production: <u>https://eudravigilance.ema.europa.eu/x</u>
  - XCOMP (test) environment: <u>https://evtest.ema.europa.eu/x</u>
  - EVWEB training environment: <u>https://eudravigilance-training.ema.europa.eu/x/</u>



2) Select the organisation under which you wish to log on:

EudraVigilance:		Home Restricted Home Public
		Restricted Area
	Select organization	
	Select organization	
	COTORCHBB03042 (NC) - OTORCHBB03042 V Select Cancel for the IK, is from 1.1287, BI Lee appene only to the terminary of Andrean Intered (RI) to the extent foresame in the National on Interchell	

3) In the restricted area, click on 'EVWEB - Art 57 / XEVMPD':

Eudra <b>Vigila</b> Human Restricted		Home Restricted Home Public
Logged In Userhal2045248 (0100cl(00014) ) Human Stateman Text P Structures P Struct	Welcome to the restricted area of the EudraVigilance website To continue, please select one of the available functionalities from the menus on the left of the screen For the UK, as from 1.1.2021, EU Law applies only to the territory of Northern Ireland (NI) to the extent foreseen in the Protocol on Irelan	d/NI

You are now logged in EVWEB; the organisation ID, under which you are logged on, is shown in the top right-hand corner:



**4)** Go to the 'Medicinal Products' section and using the simple or advanced query, retrieve the specific product entry.

For this demonstration, the search is performed for a DMP with part of the name 'ProductX' using the simple query field:

WEB Trader Create and Send Product Reports Medicinal Products MedDRA				, , ,
Reset Application Reset Section Clear Other - 0 0				
Authorised Medicinal Products	ProductX*			
Development Medicinal Products	Num	EV Code	Version	Full Presentation Name
Approved Substances	0001	PRD126017	1/1 Valid	ProductX 100ml solution
Development Substances	0002	PRD126007	2/2 Valid	ProductX 100ml solution
Sources				
MAHs				
Sponsors				
ATC Codes				
-Routes of Administration				
Pharmaceutical Forms				
Master File Locations				
Attachments				

5) The search brings up two DMP records; PRD126017 and PRD126007. As per our example, PRD126017 is a duplicate of PRD126007 and must therefore be nullified.

Select the required medicinal product entity for nullification by ticking the relevant tick-box in the active area:

ProductX*			
Num	EV Code	Version	Full Presentation Name
✓ 0001	PRD126017	1/1 Valid	ProductX 100ml solution
0002	PRD126007	2/2 Valid	ProductX 100ml solution

The product will become available in the tree-view area:

WEB Trader Create and Send Product Reports Medicinal Products MedDRA				
□ Reset Application Reset Section Clear Other - 0 □ Ø				
Authorised Medicinal Products	ProductX*			
Development Medicinal Products	Num	EV Code	Version	Full Presentation Name
Development - PRD126017 - 1/1 Valid - ProductX 100ml solution	<b>0001</b>	PRD126017	1/1 Valid	ProductX 100ml solution
Approved Substances	0002	PRD126007	2/2 Valid	ProductX 100ml solution
Development Substances				
Sources				
MAHs				
Sponsors				
ATC Codes				

6) Click on the product EV Code in the tree-view area; the product details will be displayed in the active area and the operation type buttons, applicable for this DMP, will also become available. In 'Other Operations' select operation type 'Nullify':

WEB Trader Create and Send Product Reports Medicinal Products MedDRA	_			
Reset Application Reset Section Clear XML RTF Update Other Operations     Authorised Medicinal Products	Choose	e one of the available		
Development Medicinal Products		Commands	escription	Name/Value
Development - PRD126017 - 1/1 Valid - ProductX 100ml solution	Press	A - Z to find initial letter	EV Code	PRD126017
Approved Substances	Press Ent	ter to select, Escape to clear	Version	1/1 Valid
Development Substances	Nullify		Туре	Development
Sources	Reinsert		ion Status	Accepted
MAHs		Versi	on Validity	Valid
Sponsors		Version E	Description	Current Valid Version
ATC Codes		Prod	uct Validity	Valid
Routes of Administration		Produ	ct Pending	Assessed
Pharmaceutical Forms		Produ	ict Nullified	No
Master File Locations		Ve	ersion Date	15/09/2021 12:42:46
Attachments		Nou	Version by	UTURGHB03044
Abstract Compositions		New	Version by	INO
		INEW	Nullified	No
H-Queries		Sondor I		110
		Pro	duct Code	PRX-100
		Pro	duct Name	ProductX 100ml solution
		Product 0	ther Name	
			Comment	
				Sponsor
				Pharmaceutical Products (1)
				Drug ATCs (-)
				Drug Indications (1)
				Product Attachments (-)
				Previous Versions ()
				Subsequent Versions ()
				Reporting Names - Presentations ()
				Reporting Names - Scientific ()

By clicking on the 'Nullify' option, the DMP entity will be moved from the 'Medicinal Products' section to the 'Create and Send Product Reports' section:



### 1.3. Create an XEVPRM

1) Click on the 'XEVPRM Message' text in your tree-view area:



The active area will show the 'XEVPRM Number' field; the area next to the 'Message Number' will be highlighted in blue:



2) Click on the 'E' (Text Edit) button or use 'Enter' on your keyboard to activate the field, and you will be able to write the name/number that you wish to assign to you XEVPRM:



**3)** Once you enter the required message number press 'Enter'; the text that you entered will appear in blue:

Description	Name/Value	
Message Number	PRD126017_nullification	
	Products	
	Substances	
	Sources	
	Organisations	
	ATC Codes	
	Pharmaceutical Forms	
	Routes Of Administration	
	Attachments	
	Master File Locations	

4) In the tree-view area, click on the product EV Code/name:



The active area will display the fields of your DMP; the 'Operation type' field displays 'Nullification' as default. It is not possible to assign a different operation type.



**5)** As per our specific example, we are nullifying the product entity. In accordance with the applicable business rules, we must enter the reason for nullification in the 'Comment' field. To do so, click on the area next to the 'Comment' field. The area will be highlighted in blue:

WEB Trader         Create and Send Product Reports         Medicinal Products         MedDRA           □         Reset Application         Reset Section         Clear         Validate         Send         XML         ZIP         RTF         Remove         E         L	R		
B XEVPRM Message	ProductX*		
Products	Description	Name/Value	
Nullification - Development - PRD126017 - ProductX 100ml solution	EV Code	PRD126017	
Pharmaceutical Products (1)	Туре	Development	
Drug ATCs (-)	Operation Type	Nullification	
Drug Indications (1)	Sender Local Code		
Product Attachments (-)	Sponsor	SPONSOR ABC LTD	
Substances	Product Code	PRX-100	
Sources	Product Name	ProductX 100ml solution	
Organisations	Product Other Name		
ATC Codes	Comment		Field must have a specified value
-Pharmaceutical Forms		Pharmaceutical Products (1)	
Routes Of Administration		Drug Indications (1)	
Attachments		Product Attachments (-)	
Master File Loootions		Floduct Autochinents (-)	
tere Master File Locations			

6) Press 'Enter' on your keyboard or click on the 'E' (Text Edit) button:

WEB Trader Create and Send Product Reports Medicinal Products MedDRA			
Reset Application Reset Section Clear Validate Send XML ZIP RTF Remove E L	R		
E-XEVPRM Message	ProductX*		
Products	Description	Name/Value	
Nullification - Development - PRD126017 - ProductX 100ml solution	EV Code	PRD126017	
Pharmaceutical Products (1)	Туре	Development	
Drug ATCs (-)	Operation Type	Nullification	
Drug Indications (1)	Sender Local Code		
Product Attachments (-)	Sponsor	SPONSOR ABC LTD	
Substances	Product Code	PRX-100	
Sources	Product Name	ProductX 100ml solution	
Organisations	Product Other Name		Field must have a specified value
ATC Codes	Comment	Phormacoutical Draduata (1)	Field must have a specified value
Pharmaceutical Forms			
-Routes Of Administration		Drug Indications (1)	
Attachments		Product Attachments (-)	
Master File Locations		()	

7) Type in the required text, then press 'Enter' on your keyboard; the text will be displayed in the relevant field:

WEB Trader         Create and Send Product Reports         Medicinal Products         MedDRA           □         Reset Application         Reset Section         Clear         Validate         Send         XML         ZIP         RTF         Remove         E         L	R
XEVPRM Message	ProductX*
Products	Description Name/Value
<ul> <li>Products</li> <li>Nullification - Development - PRD126017 - ProductX 100ml solution</li> <li>Pharmaceutical Products (1)</li> <li>Drug Indications (1)</li> <li>Product Attachments (-)</li> <li>Substances</li> <li>Sources</li> <li>Organisations</li> <li>ATC Codes</li> <li>Pharmaceutical Forms</li> <li>Routes Of Administration</li> <li>Attachments</li> <li>Master File Locations</li> </ul>	Description     Name/Value       EV Code     PRD126017       Type     Development       Operation Type     Nullification       Sender Local Code     Sponsor SPONSOR ABC LTD       Product Code     PRX-100       Product Name     Product Name       Comment     Product Other Name       Comment     Pharmaceutical Products (1)       Drug Indications (1)     Product Attachments (-)

WEB Trader Create and Send Product Reports Medicinal Products MedDRA						
Reset Application     Reset Section     Clear     Validate     Send     XML     ZIP     RTF     Remove     E     L     R						
E-XEVPRM Message	ProductX*					
⊨ Products	Description	Name/Value				
Nullification - Development - PRD126017 - ProductX 100ml solution	EV Code	PRD126017				
Pharmaceutical Products (1)	Туре	Development				
Drug ATCs (-)	Operation Type	Nullification				
Drug Indications (1)	Sender Local Code					
Product Attachments (-)	Sponsor	SPONSOR ABC LTD				
Substances	Product Code	PRX-100				
Sources	Product Name	ProductX 100ml solution				
Organisations	Product Other Name					
ATC Codes	Comment	Duplicate of PRD126007				
Pharmaceutical Forms		Pharmaceutical Products (1)				
Poutos Of Administration		Drug ATCs (-)				
Attachmente		Drug Indications (1)				
Allachments		Product Attachments (-)				
Master File Locations						

#### 1.4. Validate and send an XEVPRM

1) Validate your XEVPRM by clicking on the 'Validate' button:

WEB Trader Create and Send Product Reports			rts Med	icinal Pr	oducts	М	edDRA						
Reset App	lication	Reset Section	Clear	Validate	Send	XML	ZIP	RTF	Duplicate	Remove	Е	L	R

In case of any errors, a warning message will be displayed. The section(s), where the error(s) occurred will be highlighted in red and/or the fields where information is missing will contain the text 'Field is Mandatory'/'Field must have a specific value'/'Field is Mandatory Optional'. To correct the error(s), you should press 'OK' on the warning message or click on the area highlighted in red in the tree-view area.

**2)** Since we are performing a nullification of a DMP entity and we provided the required information for the 'Comment' field, the validation did not report any errors:



To dismiss the validation message, press 'OK' or 'x' in the right-hand corner of the window.

If you wish, you can save the XEVPRM (**prior to its submission**) for your reference by selecting the relevant button:

WEB Trader Create and Send Product Reports Medicinal Products MedDRA		
Reset Application         Reset Section         Clear         Validate         Send         XML         ZIP         RTF         Remove         E         L	R	
E XEVPRM Message		
Products	Description	Name/Value
Nullification - Development - PRD126017 - ProductX 100ml solution	EV Code	PRD126017
Pharmaceutical Products (1)	Туре	Development
-Drug ATCs (-)	Operation Type	Nullification
Drug Indications (1)	Sender Local Code	
Product Attachments (-)	Sponsor	SPONSOR ABC LTD
Substances	Product Code	PRX-100
Sources	Product Name	ProductX 100ml solution
Organisations	Product Other Name	
ATC Codes	Comment	Duplicate of PRD126007
Pharman strike I Farma		Pharmaceutical Products (1)
		Drug ATCs (-)
-Routes Of Administration		Drug Indications (1)
Attachments		Product Attachments (-)
Master File Locations		

Upon clicking on the required option, a new window will open:

//ev	🧉 https://evtest.ema.europa.eu/x/x.asp?xi=6 - Internet Explorer — 🛛 🛛 🗙							
Summar	ummary							
Temporary (for Export)	Click here for the file Name: userhb03044u40-Send-OTORGHB03044-XEVPRM-PRD126017_nullificati EVPRM Zipped Message Message Number: PRD126017_nullification	ion-2021						
To the Outbox	Name: EVPRM Zipped Message Message Number: PRD126017_nullification							

By clicking on 'here', another window will open, and you will be able to save the file on your computer.

**3)** To send the XEVPRM, click on the 'Send' button. The below message will be displayed on your screen:



If you wish to dismiss the message, click on 'Cancel' or 'x' in the right-hand corner of the message:

Message	from webpage
?	Message Sent Successfully If You want to View the File(s) Sent Click [OK]
	OK Cancel

To view/save **the submitted file**, click on 'OK'; the below window will pop-up, enabling you to save your XEVPRM file on your computer:

ev 🌔 🌔 https://ev	😂 https://evtest.ema.europa.eu/x/x.asp?xi=6 - Internet Explorer — 🗆 🗙								
Summar	У		~						
Temporary (for	Click <u>here</u> for the file								
Export)	Name: userhb03o44u40-Send-OTORGHB03044-XEVPRM-PRD126017_nulli	fication-	-2021-						
	EVPRM Zipped Message Message Number: PRD126017_nullification								
e Tothe	Name:								
Outbox	EVPRM Zipped Message Message Number: PRD126017_nullification								

By clicking on 'here', a new window with the XML file of your submitted XEVPRM will open:



You can save the XML file of the submitted XEVPRM on your computer either by using the 'File'/'Save As' option (if available) or by using Ctrl+S on your keyboard.

You have now successfully submitted an XEVPRM with operation type 'Nullify'(4) for a development medicinal product entity.

#### 1.5. Retrieve the XEVPRM Acknowledgement (XEVPRM ACK)

**1)** In EVWEB, go to the 'Web Trader' section:



2) Click on 'Inbox' (or 'Archived Inbox' under 'Archive', depending on when you decide to retrieve your XEVPRM ACK). The application will appear 'frozen' for a second or two:



After a few seconds, the active area will display XEVPRM ACKs sent to your organisation's ID; the first message will be automatically highlighted in blue:

WEB Trader         Create and Send Product Reports         Medicinal Products         MedDRA           □         Reset Application         Reset Section         Clear         Remote Import         Create Ack         0			r or the ore, u	0 11011 - 1 - EVE 1, EVENI Apple-	romy to the termo
Imported Messages (-)					
Inbox	Num	Name	Num/Count	Date	Size
Outbox	0001	ack_userhb03o44u40-Send-OTORGHB03	1/2	2021/09/15 13:47.33	00000016
Run to Excel Files	0002	ack_userhb03o44u40-Send-OTORGHB03	2/2	2021/09/15 12:44.30	00000016
Bulk Update					
Archive					

To view the ACK name in full, expand the section by placing your cursor on the separator line between 'Name' and 'Num/Count', click and drag towards the right until the full name is visible:

Num	Name	Τ	Num/Count	Date	Size
0001	ack_userhb03o44u40-Send-OTORGHB03O44		1/2	2021/09/15 13:47.33	00000016
0002	ack_userhb03o44u40-Send-OTORGHB03O44	2	2/2	2021/09/15 12:44.30	00000016

Num	Name	Num/Count	Date	Size
0001	ack_userhb03o44u40-Send-OTORGHB03O44-XEVPRM-PRD126017_nullification-2021	1/2	2021/09/15 13:47.33	00000016
0002	ack_userhb03o44u40-Send-OTORGHB03O44-XEVPRM-Insert_ProductX 100ml solution	2/2	2021/09/15 12:44.30	00000016

Based on the XEVPRM number, which you assigned to your message, find the XEVPRM ACK.
 Click on the relevant row with your mouse (the message will be highlighted in blue). Press
 'Enter' on your keyboard or double-click with your mouse, and the XML of the XEVPRM ACK will be displayed on your screen, showing the operation result for the relevant entity:



The ACK confirmed that the nullification of the DMP was successful.

**4)** You can save the XML file of the submitted XEVPRM on your computer either by using the 'File'/'Save As' option (if available) or by using Ctrl+S on your keyboard.

You have now successfully retrieved the XEVPRM Acknowledgement confirming that your product entity was successfully nullified.

In case the nullification would not be successful, the operation result would contain a different message, indicating why the required operation was not performed on the entity.

- The list of negative operation results is available in the 'Ack Failure codes' spread sheet of the <u>EudraVigilance eXtended medicinal product dictionary acknowledgment codes Excel file</u> published on the <u>'Guidance documents' webpage</u>.
  - Based on the acknowledgment, you should amend the information that led to the negative acknowledgement as per the 'operation result' message and resubmit the XEVPRM.
  - In case that the nullification was rejected because the product entity is referred to by others, you can request further information via the <u>EMA Service Desk portal</u>.