



EUROPEAN MEDICINES AGENCY  
SCIENCE MEDICINES HEALTH

# e-DOI, Eudralink and Conference services support

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HCPWP meeting – 5 June 2013

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Medical Information

An agency of the European Union





## e-DOI

- Mandatory for all experts involved in EMA's activities
- On-line form
- Valid for one year
- Submitted with Nomination Form and CV

[http://www.ema.europa.eu/ema/index.jsp?curl=pages/about\\_us/document\\_listing/document\\_listing\\_000178.jsp&mid=WC0b01ac0580028c78](http://www.ema.europa.eu/ema/index.jsp?curl=pages/about_us/document_listing/document_listing_000178.jsp&mid=WC0b01ac0580028c78)



# Purpose of Eudralink

- EudraLink is a Secure File Transfer System
- EudraLink has been designed to enable users to send large amounts of information securely over the Internet
- EudraLink is available to users from the EMA, National Competent Authorities, Pharmaceutical Companies, members of Working Parties / Committees and Experts
- Three Security options are available for sending EudraLink packages depending on the level of confidentiality of the package contents:
  - Recipient must have a EudraLink Account
  - Recipient must enter a User Defined Password (supplied by the package sender)
  - No Password Required



# How to Request a EudraLink Account

- Email or Call the Eudralink Helpdesk on:
  - Tel: +44 (0) 20 7523 7523
  - Email: [eudralink@ema.europa.eu](mailto:eudralink@ema.europa.eu)
- Ask for a EudraLink Account Application Form to be sent to your email address
- Complete the EudraLink Account Application Form and email it back to the EudraLink Helpdesk for processing
- You will be contacted by the EudraLink Helpdesk when your EudraLink Account is ready.



# Meeting and Conferences Support

- **Meeting and conference organisation (MCO)**

- Travel and accommodation arrangement
- Online through mms-e (<https://mmse.ema.europa.eu/mmse/welcome.do>)
- Via email ([bookings@ema.europa.eu](mailto:bookings@ema.europa.eu))

- **Financial Support Services (FSS)**

- Reimbursement of hotel and travel  
[DelegateReimbursements@ema.europa.eu](mailto:DelegateReimbursements@ema.europa.eu)
- Payment of the daily allowance

[http://www.ema.europa.eu/ema/index.jsp?curl=pages/about\\_us/q\\_and\\_a/q\\_and\\_a\\_detail\\_00079.jsp&mid=WC0b01ac05800294a8](http://www.ema.europa.eu/ema/index.jsp?curl=pages/about_us/q_and_a/q_and_a_detail_00079.jsp&mid=WC0b01ac05800294a8)