



Substance, Product, Organisation and Referential (SPOR) communication update

December 2016

Presented by: Agnieszka Laka

SPOR Change Team

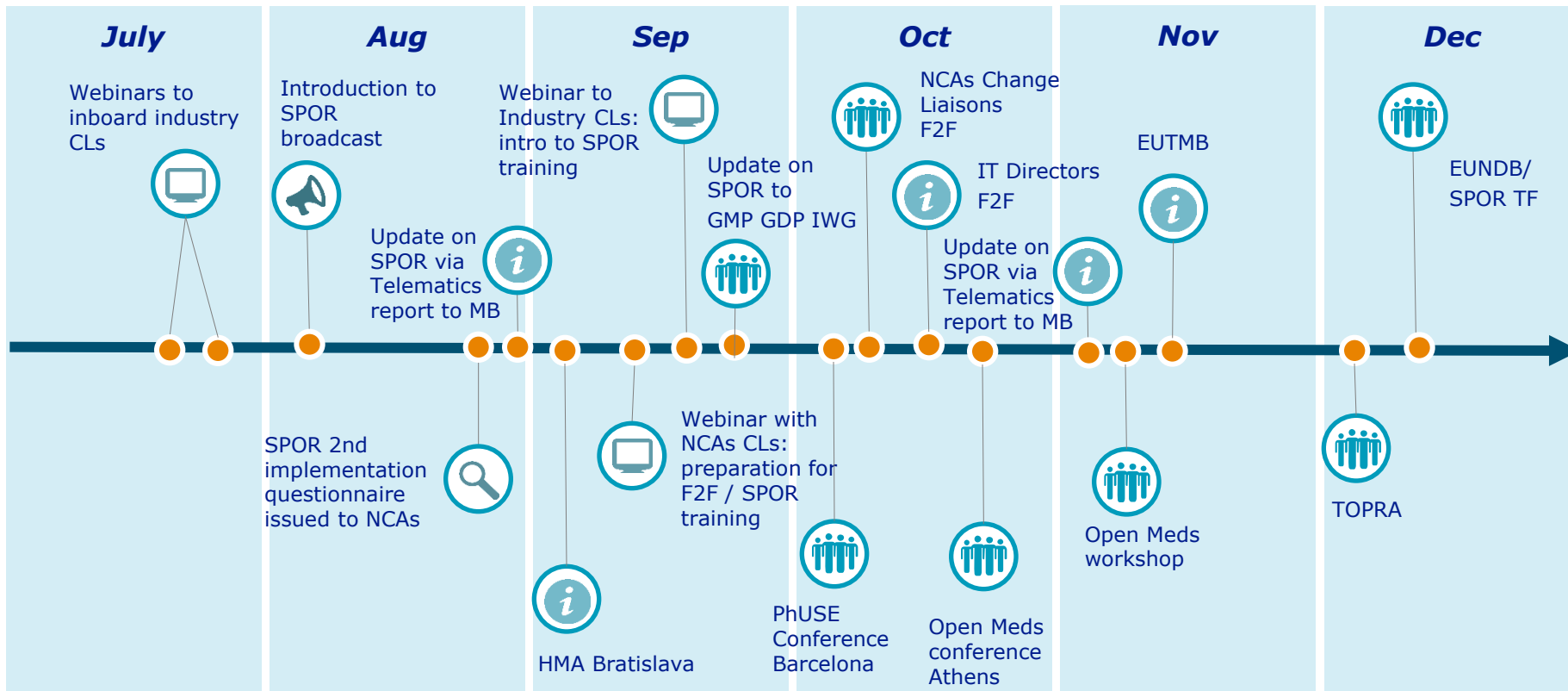


Agenda

- Update on key communication activities since last SPOR TF meeting
- Revision of SPOR stakeholder engagement plans
- Confluence – one place for SPOR Change Network
- Upcoming communication activities

Update on key communication activities since last SPOR TF meeting

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Revision of SPOR stakeholder engagement plans

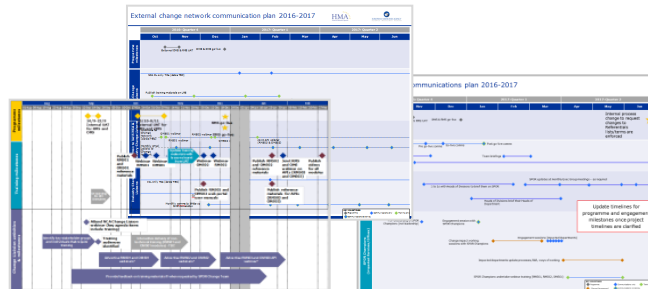
Revision of stakeholder engagement plans

Update on
RMS & OMS UAT
and go live

Impact on change
management
activities, milestones

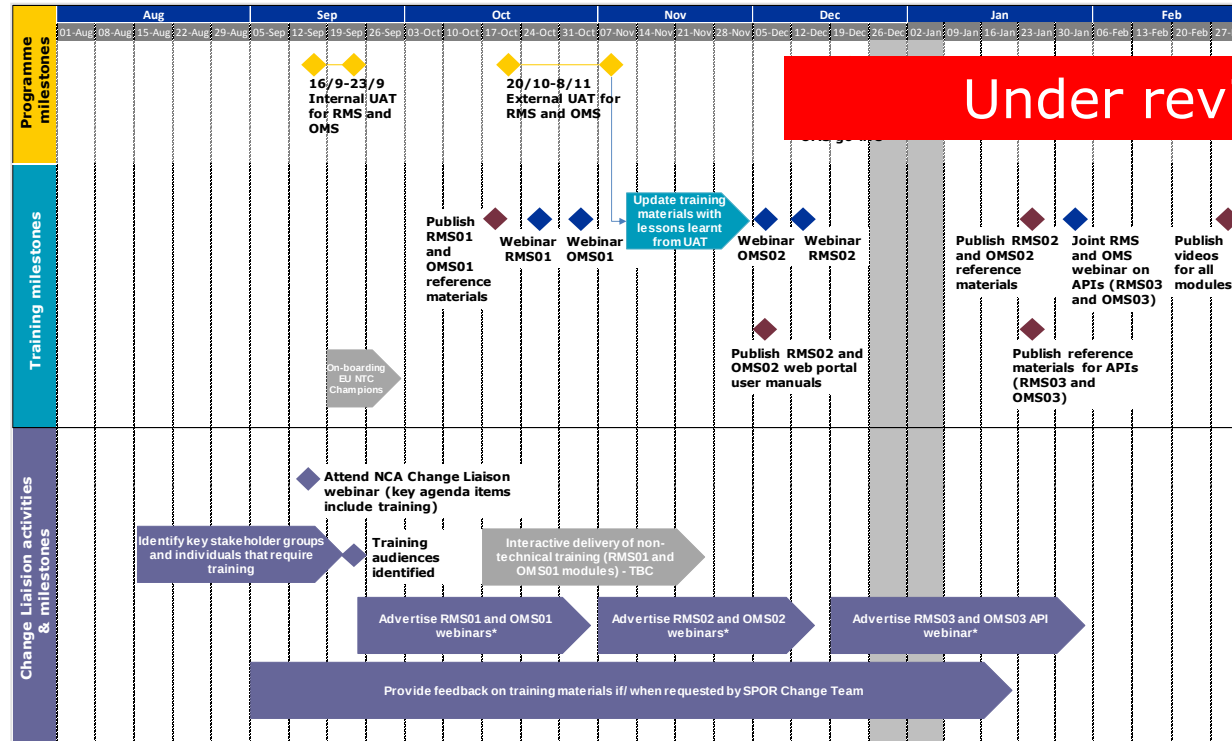
Plans are being
revised

Update
expected in
January

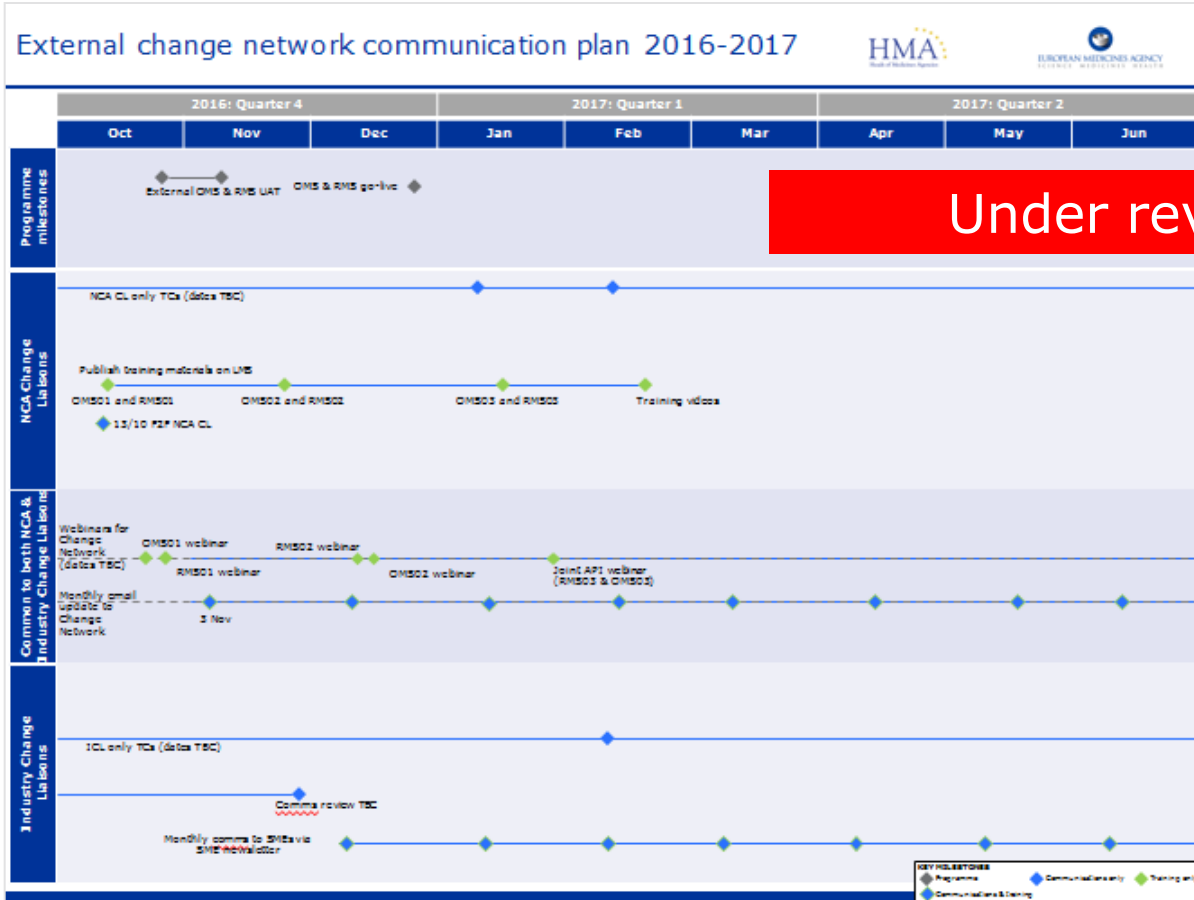


Change Liaisons

Revision of training plan



Revision of stakeholder engagement plan



Confluence – one place for SPOR Change Network

Confluence – one place for SPOR Change Network



Create:

- Knowledge base articles
- FAQ
- Meeting notes



Discuss:

- Give feedback on any page with pinned comments
- Possibility of using a blog



Centralise:

- Capture information that is scattered among email inboxes



Organise:

- Communication material to share with stakeholders
- Share (for info) SPOR selected material presented at external conferences

Confluence – one place for SPOR Change Network

SPOR project
and change
team

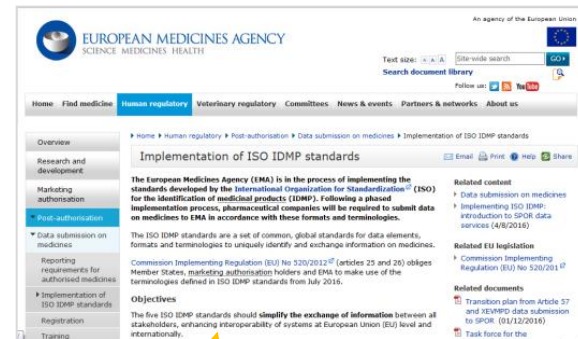


Collaboration
/communication
space for SPOR
change network

SPOR Change
Network



Stakeholders



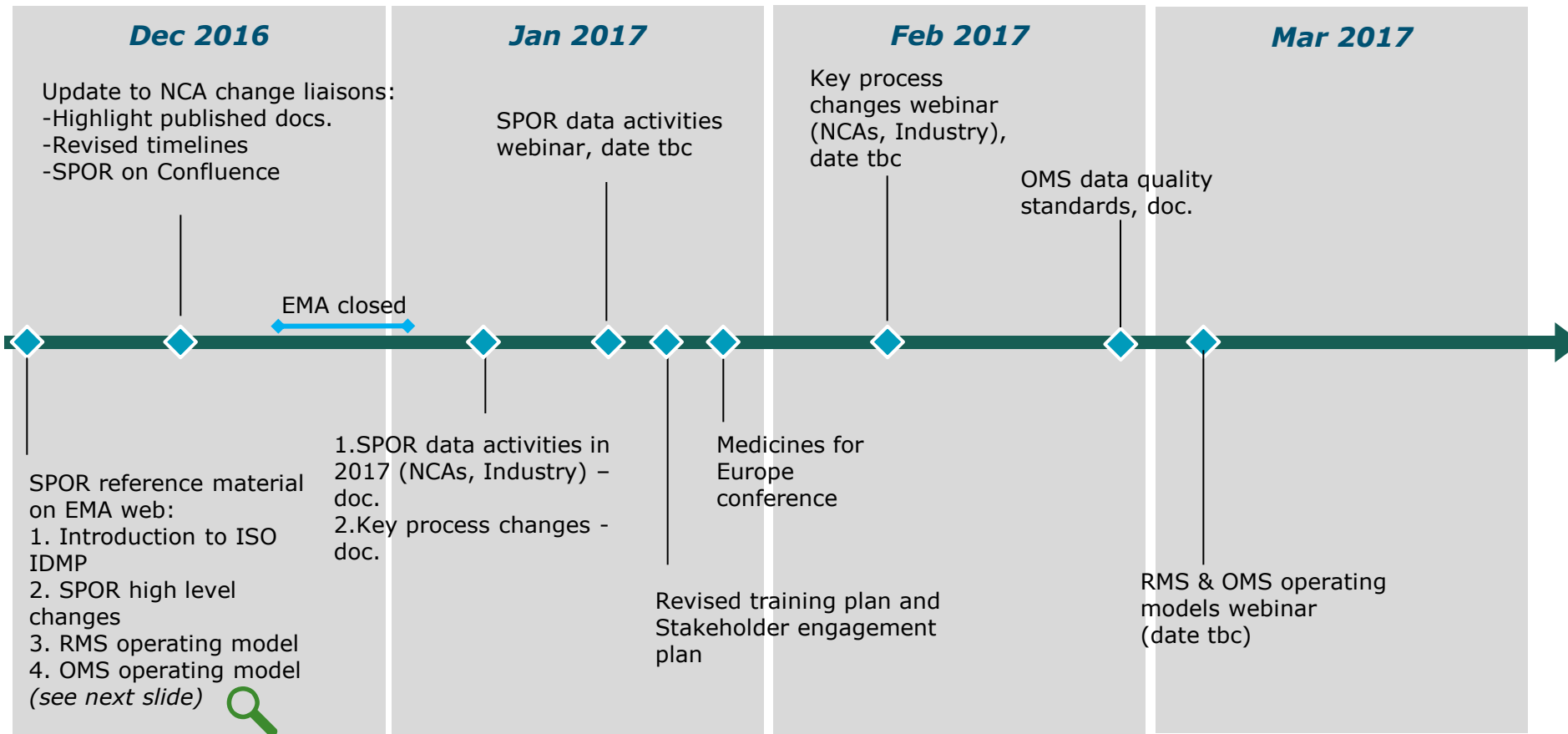
www.ema.europa.eu

Questions, feedback or requests for further information from wider stakeholder group

- EMA is receiving questions from stakeholders concerning SPOR implementation for example in specific NCA
- We have asked NCAs to consider setting up functional e-mail addresses that we can share
- We have received 11 generic e-mail addresses from Industry
- These contacts are published in Confluence
- NCA Change Liaisons have been asked to provide contact e-mail addresses that we can share

Upcoming communication activities

Upcoming communications activities





- **Introduction to ISO IDMP, SPOR programme** - an introduction to standards, how they will be used to advance regulatory activities and the high-level benefits
- **SPOR high level changes** - key changes that will be brought about through the implementation of SPOR
- **RMS operating model** - summarises the operating model and its key features and includes an overview of the RMS user process and the expansion of the Referentials Lists
- **OMS operating model** - summarises the operating model and its key features and includes information on the expansion of the OMS dictionary
- *SPOR Change Liaisons can share these directly with stakeholders and use sections of these to craft their own communication materials*

- Opportunity to translate SPOR related content into the EU official languages – EMA to facilitate translating (change liaisons to be consulted whether this may be required / the content)
- Meeting with EMA stakeholders to plan the approach for the go-live communication (update to change liaisons in January)
- SPOR team to liaise with Committees and Working Parties Secretariats to explore possibility to present SPOR at the meetings to raise awareness
- Opportunity to organise DIA information day on SPOR (spring, autumn at EMA)

Thank you