



EUROPEAN MEDICINES AGENCY
SCIENCE MEDICINES HEALTH

19 January 2012
EMA/CHMP/8910/2012
Press Office

Procedural announcements

CHMP meeting 16-19 January 2012

Improvements to the way procedure numbers are allocated by the European Medicines Agency

Upon receipt of an application, the Agency will allocate a product-related procedure number to every Worksharing and IG (procedure code used for groups of Type IA/IA_{IN} variations) application submitted, in addition to the pre-assigned WS or IG number.

For example within procedure number EMEA/H/C/000222/WS0150/0133/G, "EMEA/H/C/000222" identifies the product, "/WS0150" is the Worksharing number, "/0133" the product-specific sequential number and /G refers in this case to a grouped Worksharing.

Submitting an application

For Initial Marketing Authorisation Applications there is no change. Please continue to quote the pre-submission number provided to you by the Agency when submitting your application.

For Post Authorisation procedures submitted from 23 January 2012 please do not quote a procedure number when filing new applications to the Agency. The procedure number will be allocated and communicated to you by the Agency during validation.

Correspondence relating to an ongoing or finalised procedure

Please quote the Agency-provided procedure number in all related follow-up correspondence during and after the procedure, for example when submitting responses to requests for supplementary information or to questions during validation.

In order to assist Applicants and Marketing Authorisation Holders, we have updated and published a new version of our template cover letter table available on the Agency's website at the following link:

[Template cover letter table](#)

