



EUROPEAN COMMISSION

DIRECTORATE-GENERAL
JOINT RESEARCH CENTRE

Directorate F – Health, Consumers and Reference Materials
Unit F.3 – Chemical Safety and Alternative Methods

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Ispira, 25/9/2018

PARERE Network Members

OFFICIAL INVITATION TO THE JOINT RESEARCH CENTRE OF THE EUROPEAN COMMISSION

Meeting of the Preliminary Assessment of Regulatory Relevance (PARERE) network and the joint meeting of the PARERE and the ECVAM Stakeholder Forum (ESTAF) networks

27-29 November 2018, European Commission Joint Research Centre, Ispra, Italy

Dear Member of the PARERE Network,

I am pleased to invite you to the *Preliminary Assessment of Regulatory Relevance (PARERE) Network meeting and to the Joint Meeting of the PARERE and the ECVAM Stakeholder Forum (ESTAF)* both of which will take place at the European Commission Joint Research Centre, Ispra, Italy, from **27th to 29th November 2018**.

The PARERE meeting will cover feedback and updates from PARERE members and from JRC-EURL ECVAM including an overview of recent test submissions, ongoing assessments and related issues.

Significant time will also be dedicated to presenting the Adverse Outcome Pathways (AOP) framework and the associated programme at the OECD with the intention of exploring opportunities to engage PARERE in relevant aspects.

The joint PARERE-ESTAF meeting will include a presentation from JRC-EURL ECVAM on recent highlights and a workshop to discuss the validation of alternative methods and to gather opinions on key questions and ways forward.

Further details and agendas for both meetings will be circulated in due course.

Meeting practicalities

The PARERE meeting will start at 13:30 on Tuesday 27th November, and finish at 13:00 on Wednesday 28th November 2018. The joint PARERE ESTAF meeting will start at 14:00 on Wednesday 28th November and finish at 13:00 on Thursday 29th November 2018.

Lunches and coffee breaks will be provided by the JRC as well as one social dinner. The JRC will also provide local transportation between the airport, hotel and JRC.

Registration

Please register for this meeting through the web-based "**JRC Events Registration System**" <https://web.jrc.ec.europa.eu/rem/> . Deadline for registration is the **6 November 2018**. The online registration is compulsory for all participants.

Reimbursement

The JRC will pay an accommodation allowance of 100 Euros per night for a maximum of two nights and 1 PARERE representative per Member State. You will have to pay for the hotel and will receive reimbursement after the meeting.

More information about the hotel will be found through the online registration system.

Note that the Commission will not pay any daily allowances or travel for this meeting.

Details on the conditions for reimbursement of your expenses can be found in the attached Information sheet. If you wish to claim such reimbursement, please proceed according to the following steps:

Prior to the meeting you must complete the **"Financial Identification Form"** and a **"Legal Entity Form"**. These can be downloaded at the following addresses:

http://ec.europa.eu/budget/contracts_grants/info_contracts/financial_id/financial_id_en.cfm#en

http://ec.europa.eu/budget/contracts_grants/info_contracts/legal_entities/legal_entities_en.cfm#en

Both forms, together with their annexes, should be sent back to us, JRC-F3-MEETINGS@ec.europa.eu, before the start of the meeting. If you have previously received reimbursement from the European Commission and your personal details have not changed, re-submission of the documents is not required. In this case, please clearly indicate the IBAN-Number of your bank account on the "application for reimbursement of expenses" form (see attached).

Information on how your data will be treated is given in the document "Privacy Statement for Legal Entity and Bank Account Validation" which can also be found under the above-mentioned links.

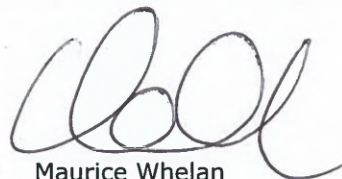
At the start of the meeting you will be requested to complete and to hand in the **"Application for Reimbursement of Expenses"** form (see attached), including its supporting documents.

Please note that all documents necessary for reimbursement must reach the European Commission within at the **latest 30 days after the final day of the meeting**. Beyond this deadline, the Commission is absolved from any obligations to reimburse travel expenses or pay any allowances.

Regarding the processing of your personal data in line with this event, we inform you that when confirming your attendance, we consider you agree to the privacy statement published on this website link: <http://www.jrc.ec.europa.eu/privacy/experts>

For any further questions, please do not hesitate to contact our meeting secretariat; JRC-F3-MEETINGS@ec.europa.eu.

Yours sincerely,



Maurice Whelan

Head of Unit