Molybdenum Consortium

An initiative of the International Molybdenum Association

THIS DOCUMENT IS RELEVANT TO THOSE COMPANIES THAT DID THEIR REACH PRE-REGISTRATIONS ON-LINE DIRECTLY INTO THE REACH-IT SYSTEM. If you did your pre-registration via 'IUCLID5 upload', it is not relevant to you.

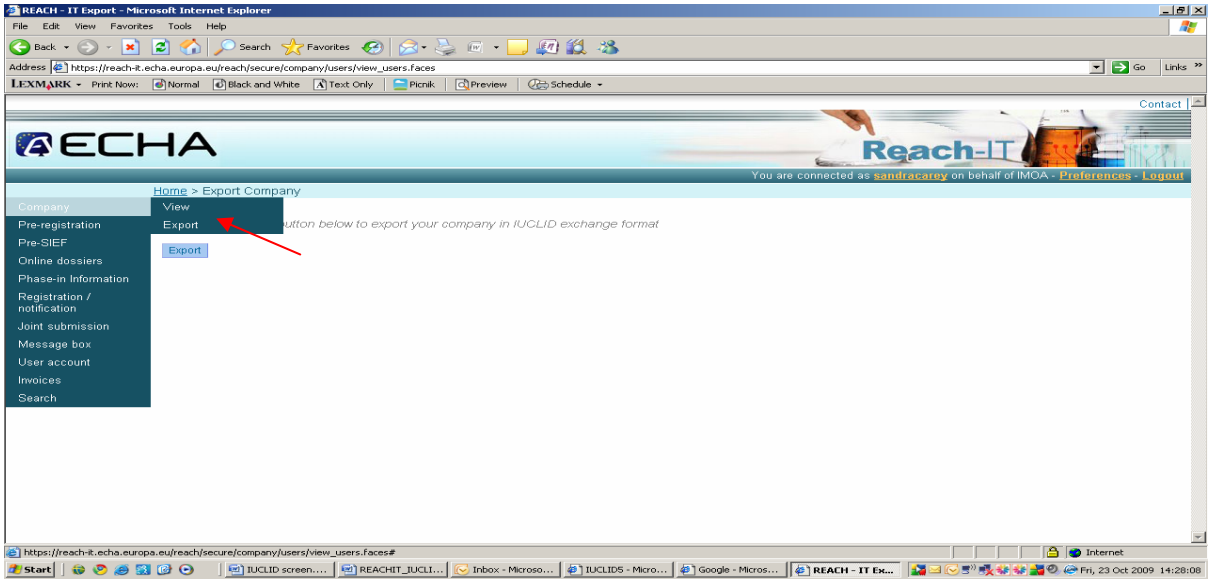
When you originally applied for access to the REACH-IT system, the first thing the system automatically does is create a LEO (Legal Entity Object) for you. This is an electronic file containing the unique identification code of your legal entity, and it is stored within your user section of REACH-IT.

This electronic file needs to be loaded into the IUCLID5 software that you are going to use to prepare your REACH-registration dossier/s, so this documents tells you how to do this.

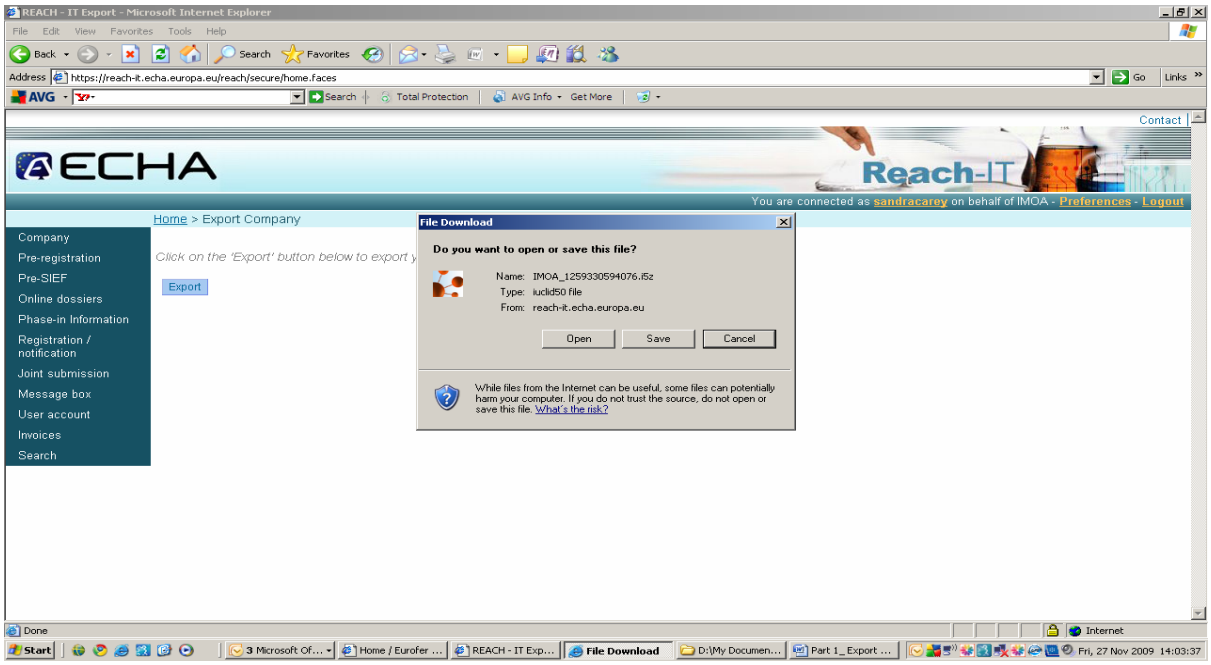
HOW TO EXPORT YOUR LEO from REACH-IT into your computer, ready for IMPORT to IUCLID5.

To access the REACH-IT system: http://echa.europa.eu/reachit/portal_en.asp

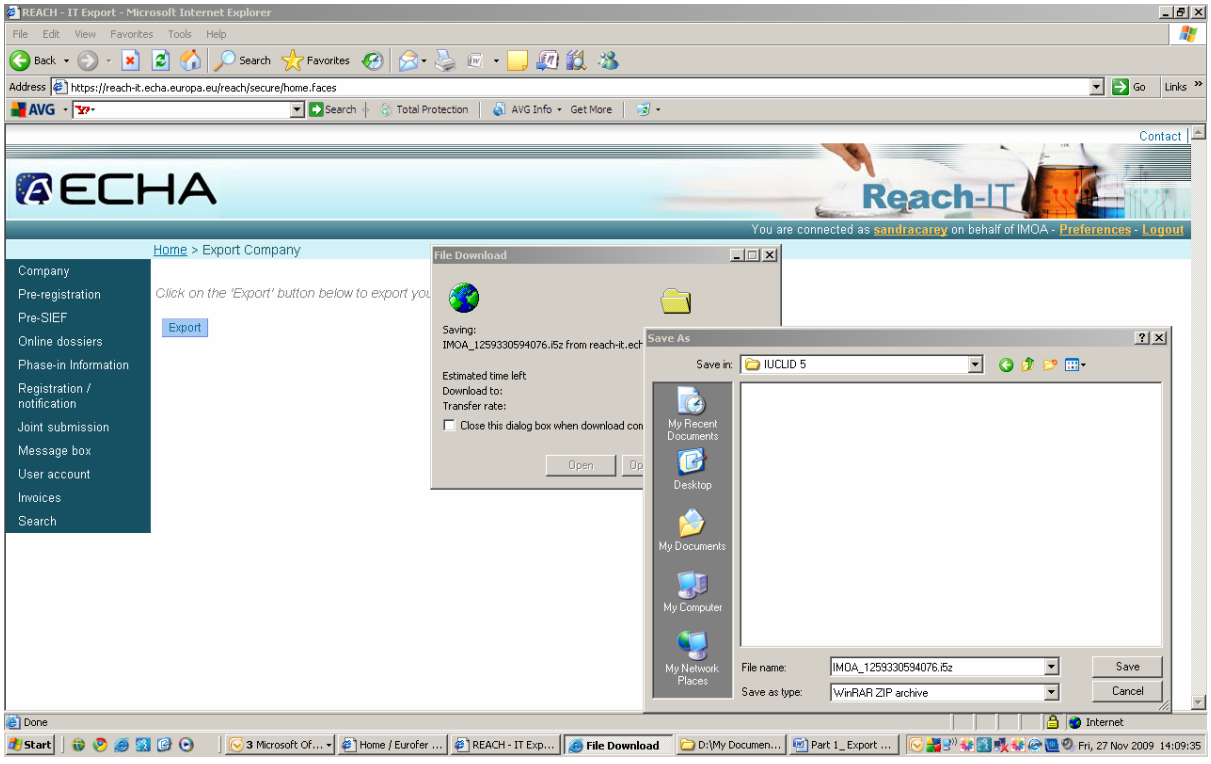
1. **Login where it says' The portal can be accessed here**
2. **Follow the login instructions (User ID/password, etc)**
3. **Then, from the blue menu on the left handside, select COMPANY, then select EXPORT**
4. **Click on Export**



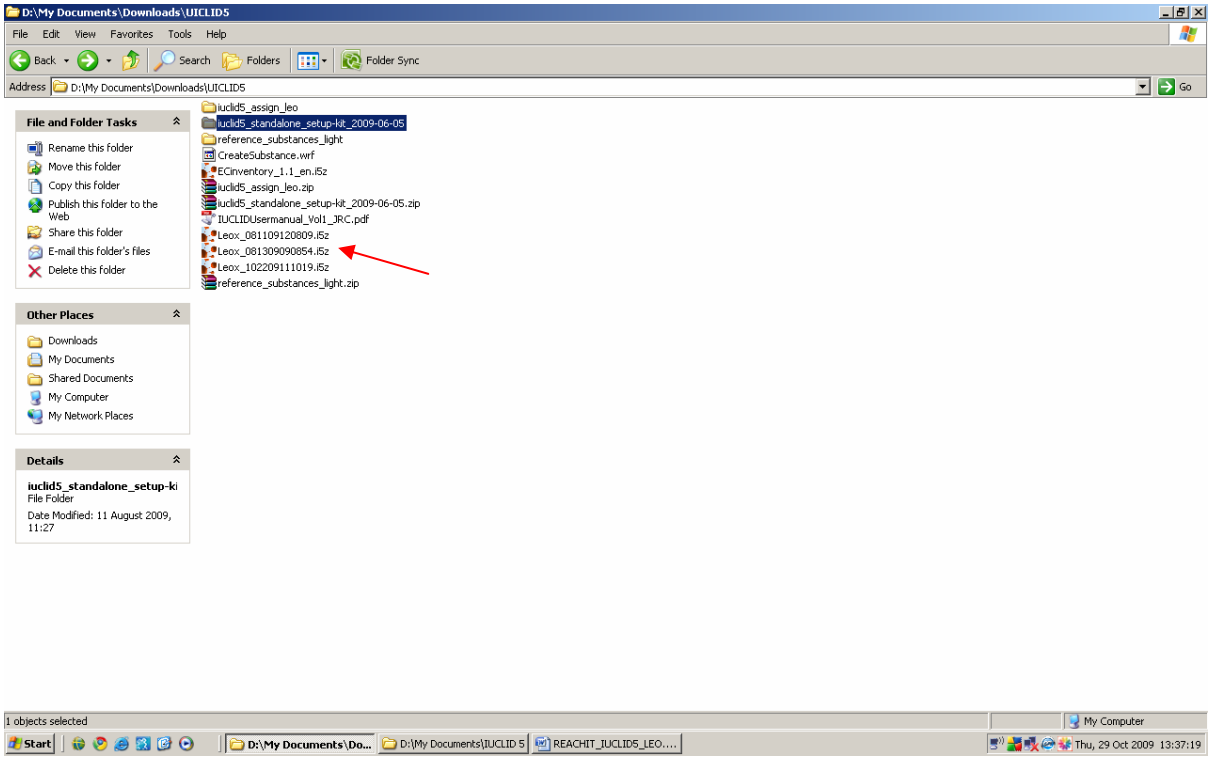
7 – Click on ‘Save’ in the box that pops up.



SAVE your LEO in your computer somewhere that you will find it easily. ‘Desktop’ is a good place.



After downloading, the LEO becomes a LEOX file.



Now your LEOX from REACH-IT is an electronic file in your computer, and is ready to be imported into IUCLID5.

Well done! We will show you how to import the LEOX into the IUCLID5 programme during the MoCon Lead Registrant Workshop on 10 December.