



Regulatory Note

REG2001-02

Communications with Registrants, Applicants and Agents: Electronic Distribution of Information on the PMRA Web Site

Over the last several years, the PMRA has been working to improve efficiency during submission review and expand its capability to more easily communicate with registrants, applicants and agents. Up to now, our major method of communication has been paper based and through the mail or by courier. We believe we can improve our efficiency and at the same time, communicate more quickly and easily with registrants, applicants and agents, by using the Internet.

This Regulatory Note is a follow-up to a November 1999 communication which indicated our intention to make the PMRA Internet site the primary tool for distributing information to our partners and stakeholders. Our target for achieving this is April 1, 2001.

We recognize that it may take some time for everyone to be ready for this new way of receiving information and we expect a period of transition. This Regulatory Note provides information on how to quickly and easily obtain the newest information available.

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1.0 Background

Over the last several years, the Pest Management Regulatory Agency (PMRA) has been working to improve efficiency during the submission review process and expand its capability to more easily communicate with registrants, applicants and agents.

We have been discussing electronic capability with key partners from the pesticide industry and other agencies. Over the last four years, we have held four joint industry–agency information sessions on electronic capability. Together, industry and agency participants have discussed a vision for the future, the issues and possible barriers to achieving this, and how we can move forward. These sessions have been very valuable. They provided good insight into what it will take to be ready for electronic capability and have resulted in several joint industry–agency pilot projects.

We are now at the stage to start implementing some electronic approaches. Our intention is to make the best use of current Internet technology and to incorporate the federal government’s comprehensive Government On-line initiative. An important first step is to improve how we communicate with you.

2.0 Primary method of communicating

On November 17, 1999, the Executive Director communicated by letter, that the PMRA intended to make information and documents available primarily through its Internet site, www.hc-sc.gc.ca/pmra-arla.

This Regulatory Note is a follow-up to that November 1999 communication. It is our intention to make our Internet site the primary tool for distributing information to our partners and stakeholders. Our target for achieving this is April 1, 2001.

We recognize that it may take some time for everyone to be ready for this new way of receiving information and we expect a period of transition. This note outlines the ways this transition will be managed.

3.0 Examples of types of information available on the PMRA Internet site

This is not an exhaustive list and is meant only to provide some examples of the types of information that are now being distributed on the PMRA Internet site.

3.1 Regulatory Documents

- Re-evaluation Documents (REV Series)
- Special Review Announcements (SRA Series)
- Regulatory Proposals (PRO Series)
- Regulatory Directives (DIR Series)
- Science Policy Notice (SPN Series)

- Discussion Documents (DIS Series)
- Regulatory Notes (REG Series)
- Proposed Regulatory Decision Documents (PRDD Series)
- Regulatory Decision Documents (RDD Series)
- Joint Review Announcements (NAFTA-JR Series)
- URMULE Updates (URL Series)

3.2 General Information

- Backgrounders (BGR Series)
- PMRA Points
- Pest Notes (PEST Series)
- Fact Sheets (FACT Series)
- Sustainable Pest Management Series (SPM Series)

3.3 International Initiatives

- Progress Reports of the NAFTA Technical Working Group (TWG) on Pesticides (NAFTA-REP Series)
- NAFTA TWG Meeting Reports (NAFTA-MTG Series)
- Table of Current OECD Pesticide Projects (OECD Series)

3.4 Legislation Information

- Maximum Residue Limits (MRL Series)

4.0 Mechanism to ensure that you receive timely information

We have a responsibility to keep everyone informed about activities, new requirements, proposed changes and other information. Therefore, we have developed a mechanism to keep you informed when new information is being posted on the PMRA Web site.

4.1 Electronically-based communication

The PMRA Internet site provides a feature called SUBSCRIBE/UNSUBSCRIBE. This means that if you SUBSCRIBE to the electronic communications service, you will receive an automatic message via the e-mail advising that new information is available. If at any time you wish to discontinue this service you may UNSUBSCRIBE. Instructions for the SUBSCRIBE and UNSUBSCRIBE features are provided on the PMRA Web site.

The e-mail addresses of those who already receive electronic notices will be transferred to the SUBSCRIBE feature April 1, 2001.

At the end of this document, we have provided a list of what you will need to access the PMRA electronic service.

4.2 Paper-based communication

The response to the November 1999 questionnaire indicated that the majority of respondents wanted to receive information electronically. We recognize that there may be some who do not have the capability to receive information in this manner. However, we encourage the transition to electronic communication, since this will provide easy and fast access to new information. The PMRA will continue to provide paper-based information on a case-by-case basis. If you need to continue receiving paper-based information, please contact the Pest Management Information Service at 1-800-267-6315. If you are calling from outside Canada, please dial +613-736-3799.

5.0 Electronic tool requirements

To access the PMRA Web site, www.hc-sc.gc.ca/pmra-arla, you will need:

- a computer (PC: 486 processor or more / Mac: G3 and up with OS 8.6 or more);
- an Internet browser, such as Netscape or Microsoft Explorer;
- Internet access through an Internet service provider; and
- the Adobe Acrobat Reader software. This software is available free of charge and may be downloaded from the Adobe company's Web site, www.adobe.com, or from the PMRA Internet site at www.hc-sc.gc.ca/pmra-arla.