EUROPEAN MEDICINES AGENCY
SCIENCE MEDICINES HEALTH

Standard operating procedure

Title: Assessment of competing interests of Agency employees		
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1. Purpose

To describe the procedure for assessing competing interest of Agency employees.

The Decisions of check for competing interests described in this SOP are applicable to Agency employees in categories A, B and Y.

The Decisions of check for competing interests described in this SOP are not required for Agency employees in categories C and Z.

A: Executive Director; Chief Medical Officer; scientific and regulatory managers
B: Scientific, regulatory and other administrators involved in product-specific activities
C: Scientific/regulatory assistants; scientific, regulatory and other administrators involved in non-product-specific activities
Y: Executive Director; non-scientific/regulatory managers and administrators
Z: Non-scientific/regulatory assistants

See Annex 4 for further categorisation details.

2. Scope

This SOP applies to all reporting officers across the Agency.

3. Responsibilities

It is the responsibility of the Executive Director and each Head of Division, Task Force, Department, Function, Service, Office and Workstream to ensure that this procedure is adhered to within their own

Division, Task Force, Function, Department, Service, Office and Workstream. The responsibility for the execution of a particular part of this procedure is identified in the right-hand column of Section 9.

4. Changes since last revision

Update of Annex 4 to reflect categories in the new organisational entities. Addition of references to interests in a medical device company.

5. Documents needed for this SOP

- Decision on rules relating to Articles 11, 11a and 13 of the Staff Regulations concerning the handling of declared interests of staff members of the European Medicines Agency and candidates before recruitment (located at MB Decision on rules concerning the handling of declared interests of staff members and candidates)
- Annex 1: Determining involvement in Agency activities in case of interests declared in a pharmaceutical company.
- Annex 2: Determining involvement in Agency activities in case of interests declared in a medical device company.
- Annex 3: Determining involvement in Agency activities in relation to staff members with administrative or technical duties in case of declared personal interests other than interest in a pharmaceutical/medical device company.
- Annex 4: Categorisation of EMA staff.
- Template 1: Decision of checks for competing interests for category A role (available in SAP).
- Template 2: Decision of checks for competing interests for category B role (available in SAP).
- Template 3: Decision of checks for competing interests for category Y role (available in SAP).
- Staff Declarations of interest form (available in SAP).

6. Related documents

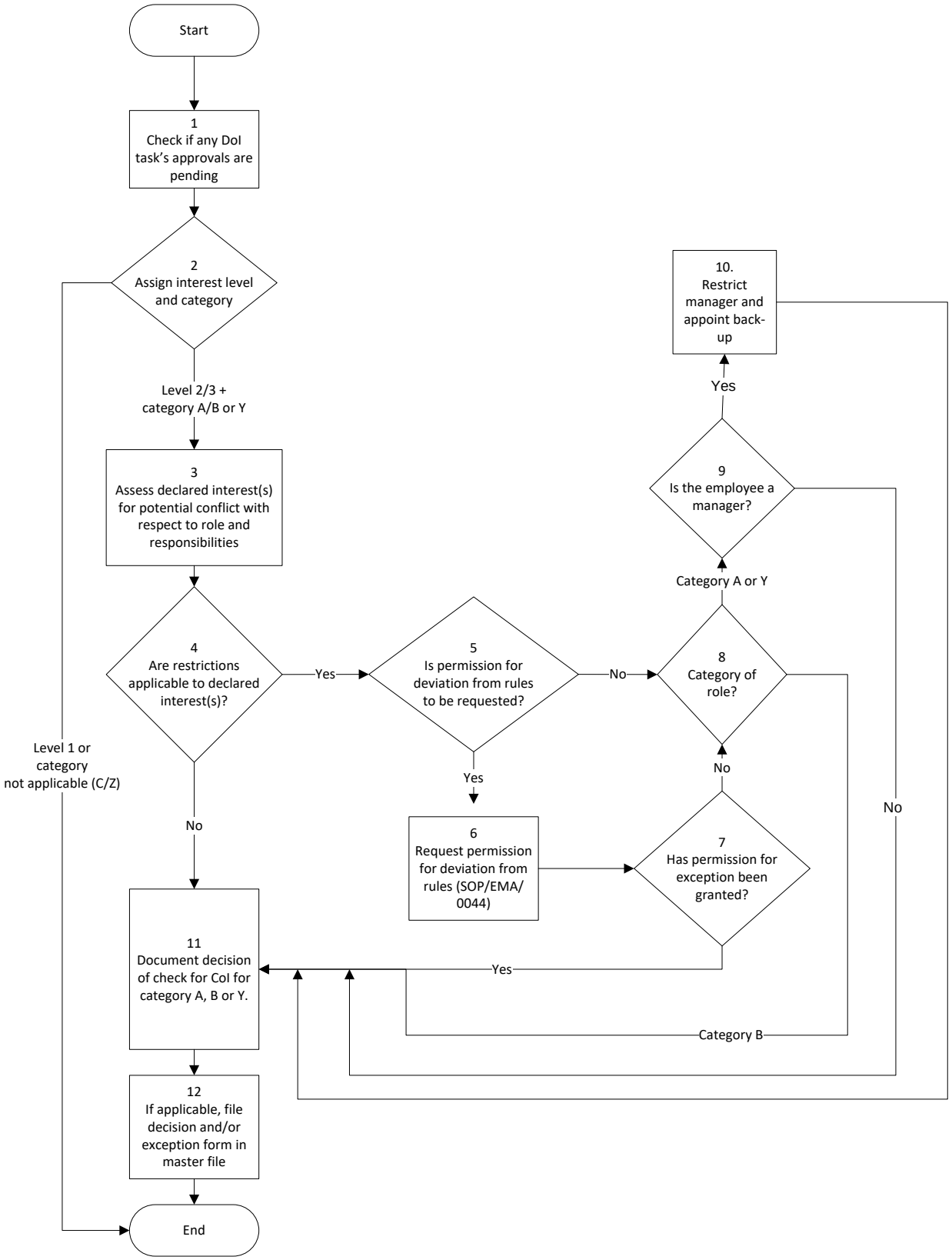
- DoI user manual for managers
- 0044 SOP - Requesting exceptions and recording of non-compliance events

7. Definitions

A-SG-QRM:	Quality assurance, Risk Management and ex-post control coordination function
DoI:	Declaration of interests
DREAM:	Document records electronic archive management
Employee:	Temporary agent, contract agent, national expert on secondment, visiting expert, interim or trainee (contractors are excluded from this definition)
Manager:	Executive Director, Chief Medical Officer, Head of Division, Department, Task Force, Function, Service, Office and Workstream, including deputy managers and acting managers

Reporting officer: Executive Director, Head of Division, Department, Task Force, Function, Service, Office and Workstream including deputy managers and acting managers charged with preparation of the performance evaluation report of the manager or employee.

8. Process map(s)/ flow chart(s)



9. Procedure

Notes

- *Checks for competing interests are conducted at least once a year when the annual DoIs of employees are assessed and an interest level is assigned by the reporting officer.*
- *On completion of a spontaneous or annual declaration of interests by a staff member, the reporting officer shall reassess the declared interests and, in the event of any changes, reassign the staff member to a different interest level.*
- *An employee who changes his duties within the Agency is required to verify the need to update his declaration of interests. On receipt of an updated declaration of interests, the new reporting officer shall assess and, if necessary, reassign the staff member to a different interest level.*
- *The reporting officer shall document the decision of the check of competing interests and the reason for assigning staff member responsibilities related to a specific medicinal product/medical device, where applicable in the case of category A and B role.*
- *The reporting officer shall document the decision of the check of competing interests and the reason for assigning a staff member to the specific procedure or duty, where applicable, in the case of category Y role.*
- *Documented checks are not required when assigning a back-up for short-term absence (e.g. missions, annual leave, sick leave).*
- *When a Manager is to undertake a role listed as category B or Y in the Annex 1, 2 and 3, the check for competing interests must be conducted independently by his/her reporting officer.*

Step	Action	Responsibility
1.	Check if any DoI tasks' approvals are pending in the Manager's approval section in My HR (refer to Manager's user guide). *Note:* *If the employee did not declare any interests, interest level 1 is automatically assigned to the DoI and it will not appear in the approvals section as no action is required.*	Reporting officer
2.	If the interest level has not yet been determined on the basis of the most recent annual/updated valid DoI in My HR (SAP), assess declaration and assign interest level – interest level 1, interest level 2 or interest level 3. In addition, assign a decision type: category A, category B, category Y or not applicable. If the interest level is 1 (i.e. no declared direct or indirect interests or interests in a governing body), a decision of check for potential competing interests is not required. End of procedure. **Interests declared in a pharmaceutical company(ies) (or if category Y, in other companies relating to the staff member duties and providing services to the Agency):**	Reporting officer

Step	Action	Responsibility
	If the interest level is 2 (i.e. declared indirect interests: close family member, principal investigator, investigator) or 3 (i.e. declared direct interests: employment, consultancy, strategic advisory role) but the decision type is category not applicable (role C or role Z), a decision of check for potential competing interests is not required. End of procedure. If the interest level is 2 (i.e. declared indirect interests: close family member, principal investigator, investigator) or 3 (i.e. declared direct interests: employment, consultancy, strategic advisory role) and the decision type is category A, B or Y, go to step 3. **Interests declared in a medical device company:** In the case of declared **past** interests in a medical device company a decision of check for potential competing interest is not required for any category of staff even when the staff member is assigned interest level 2 or 3. End of procedure. For current financial interests in a medical device company (interest level 3) or current close family member's direct interests in a medical device company (interest level 2), and where the decision type is category A or B, a check is required. Go to step 3. *Notes:* • *Category A includes Executive Director, Chief Medical Officer, scientific and regulatory managers.* • *Category B includes scientific, regulatory and other administrators involved in product/medical device-specific activities.* • *Category C includes scientific/regulatory assistants, scientific, regulatory and other administrators involved in non product/medical device-specific activities.* • *Category Y includes non-scientific/regulatory managers and administrators.* • *Category Z includes Non-scientific/regulatory assistants.*	
3.	Check and assess whether interests declared by the employee in the most recent annual/updated valid DoI present a potential conflict with respect to the following: • The staff member's involvement in scientific or regulatory duties, for category A and B roles. • The staff member's involvement in administrative or technical (non-scientific) duties, for category Y.	Reporting officer

Step	Action	Responsibility
	Involvement in the Agency activities is determined by taking into account: – the nature of the declared interest, – the timeframe during which such interest occurred, – the staff member's specific role and responsibilities. For further details, refer to the Rules relating to Articles 11, 11a and 13 of the SR on handling declared interests of staff members of the European Medicines Agency and candidates before recruitment.	
4.	If no restrictions apply to the declared interest(s), go to step 11 If restrictions apply to the declared interest(s), go to step 5.	Reporting officer
5.	If permission to deviate from the Decisions on rules is to be requested, go to step 6. If no deviation from the Decisions on rules is to be requested, go to step 8. *Note: Permission to deviate from the Decisions on rules may be requested if there are exceptional circumstances that preclude you from assigning a medicinal product/medical device or a role to another employee.*	Reporting officer
6.	Request the Executive Director's permission to deviate from the Decisions on rules in order to assign a medicinal product/medical device or role to the employee (refer to SOP/EMA/0044). Provide a justification in the request for exception based on the general principles for determining involvement in activities detailed in the Decisions on rules.	Reporting officer
7.	If permission for an exception is not granted by the Executive Director, go to step 8. If permission for an exception has been granted by the Executive Director, go to step 11.	Reporting officer
8.	If category A or Y was assigned, go to step 9. If category B was assigned, go to step 11.	Reporting officer
9.	If employee is not a manager and category Y was assigned, go to step 11. If employee is a manager and was assigned category Y or A, go to step 10.	Reporting officer
10.	Restrict the manager for the medicinal product/medical device or company and appoint a back-up.	Reporting officer

Step	Action	Responsibility
	• The scientific/regulatory manager (category A) is instructed not to undertake any duties and responsibilities in relation to the declared medicinal product(s)/medical device(s) or medicinal products/medical devices from the declared company(ies). These duties and responsibilities are delegated to his/her back-up. • The non-scientific/regulatory manager (category Y) is instructed not to undertake any duties and responsibilities in relation to the declared company(ies). These duties and responsibilities are delegated to his/her back-up. Continue with step 11.	
11.	Document decision of check for competing interest for category A, B and Y. (see notes below; refer to Manager's user guide for instructions on completing an electronic template A, B or Y). For category B: • if only restrictions from declared company(ies) apply (i.e. if proceeding from step 4), select option 1; • if an exception has been granted (i.e. if proceeding from step 7), select option 2. For categories A and Y: • if no restrictions apply (i.e. if proceeding from step 4), select option 1 • if restrictions are applied (i.e. if proceeding from step 10), select option 2 • if an exception has been granted (i.e. if proceeding from step 7), select option 3. If an exception has been granted, attach a scanned PDF file to the decision of check template. Alternatively, attach a photocopy of the request for exception form to the decision, if an MS Word or customised template is being used (see notes below). A copy of the ED exception must be forwarded to A-SG-QRM. *Notes:* • *Decision of check for competing interests documents must be completed electronically in My HR (SAP) by the reporting officer in order to ensure that a permanent auditable record is available. A version in MS Word must only be used when SAP cannot be accessed. In case of a granted exception, attach a photocopy of the request for exception form to the decision of check form.*	Reporting officer

Step	Action	Responsibility
	• *The database generates automated e-mail messages to notify the reporting officer and/or the manager/employee when an electronic form is passed on from one user to another within the workflow.*	
12.	If applicable, A-SG-QRM files and registers the request for exception.	A-SG-QRM

10. Records

Completed decisions of check for competing interests are retained electronically in SAP.

Annex 1

Summary of the restrictions that are applied to staff members for declared interests in a pharmaceutical company based on their roles and responsibilities.

Declared interests in a pharmaceutical company						
		Involvement of staff members in scientific or regulatory duties			**Involvement of staff members in administrative or technical (non-scientific) duties**	
Declared interest	**Time since declared interest ended (in years)**	**A**	**B**	**C**	**Y**	**Z**
Employee (executive role or lead role in development of medicinal product)	Current interest	**X**	**X**	**X**	**X**	**X**
	0 to 3	**XC/XP**	**XC**	**F**	**F**	**F**
	3 to 5	**XC/XP**	**F**	**F**	**F**	**F**
Employee (cross company role other than executive role, or medicinal product involvement other than lead role in development of medicinal product)	Current interest	**X**	**X**	**X**	**X**	**X**
	0 to 3	**XC**	**XC**	**F**	**F**	**F**
Consultancy to company	Current interest	**X**	**X**	**X**	**X**	**X**
	0 to 3	**XC**	**XC**	**F**	**F**	**F**
Strategic advisory role for company	Current interest	**X**	**X**	**X**	**X**	**X**
	0 to 3	**XC**	**XC**	**F**	**F**	**F**
Financial Interests	Current interest	**X**	**X**	**X**	**X**	**X**
	0 to 3	**F**	**F**	**F**	**F**	**F**
Principal investigator	Current interest	**X**	**X**	**X**	**X**	**X**
	0 to 3	**XP**	**XP**	**F**	**F**	**F**
Investigator	Current interest	**X**	**X**	**X**	**X**	**X**
	0 to 3	**XP**	**XP**	**F**	**F**	**F**
Grant/other funding to organisation/institution	Current interest	**X**	**X**	**X**	**X**	**X**
	0 to 3	**F**	**F**	**F**	**F**	**F**
Close family member	Current interest	**XC**	**XC**	**F**	**F**	**F**
	0 to 3	**F**	**F**	**F**	**F**	**F**

A: Executive Director Executive Director; Chief Medical Officer; scientific and regulatory managers
B: Scientific, regulatory and other administrators involved in product-specific activities
C: Scientific/regulatory assistants; scientific, regulatory and other administrators involved in non product-specific activities
Y: Executive Director; Executive Director; non-scientific/regulatory managers and administrators
Z: Non-scientific/regulatory assistants

Outcome restriction level	**Impact of the outcome**
X	**No involvement in activity allowed.**
XC	**No involvement** with respect to medicinal products from the relevant **company.**
XC/XP	**No involvement** with respect to either medicinal products from the relevant **company (XC)** or in procedures involving the relevant **medicinal product (XP).**
XP	**No involvement** with respect to procedures involving the relevant **medicinal product.**
F	**Full involvement in activity allowed.**

Annex 2

Summary of the restrictions that are applied to staff members for declared interests in a medical device company based on their roles and responsibilities

Declared interest in a medical device company						
		Involvement of staff members in scientific or regulatory duties			**Involvement of staff members in administrative or technical (non-scientific) duties**	
	Time since declared interest ended (in years)	**A**	**B**	**C**	**Y**	**Z**
Employee (executive role or lead role in development of medical device)	Current interest	X	X	X	X	X
	0 to 3	F	F	F	F	F
	3 to 5	F	F	F	F	F
Employee (cross company role other than executive role, or medical device involvement other than lead role in development of medical device)	Current interest	X	X	X	X	X
	0 to 3	F	F	F	F	F
Consultancy to company	Current interest	X	X	X	X	X
	0 to 3	F	F	F	F	F
Strategic advisory role for company	Current interest	X	X	X	X	X
	0 to 3	F	F	F	F	F
Financial interests	Current interest	XC	XC	F	F	F
	0 to 3	F	F	F	F	F
Principal investigator	Current interest	X	X	X	X	X
	0 to 3	F	F	F	F	F
Investigator	Current interest	X	X	X	X	X
	0 to 3	F	F	F	F	F
Grant/other funding to organisation/institution	Current interest	X	X	X	X	X
	0 to 3	F	F	F	F	F
Close family member	Current interest	XC	XC	F	F	F
	0 to 3	F	F	F	F	F

A: Executive Director; Deputy Executive Director; Chief Medical Officer; scientific and regulatory managers
B: Scientific, regulatory, and other administrators involved in medical devices specific activities
C: Scientific/regulatory assistants; scientific, regulatory and other administrators involved in non-medical devices specific activities
Y: Executive Director; Deputy Executive Director; Chief Medical Officer; non-scientific/regulatory managers and administrators
Z: Non-scientific/regulatory assistants

Outcome restriction level	**Impact of the outcome**
X	**No involvement in activity allowed.**
XC	**No involvement** with respect to medical devices from the relevant **company.**
XC/XP	**No involvement** with respect to either medical devices from the relevant **company (XC)** or in procedures involving the relevant medical device **(XP).**
XP	**No involvement** with respect to procedures involving the relevant **medical device.**
F	**Full involvement in activity allowed.**

Annex 3

Summary of the restrictions that are applied in relation to staff members with administrative or technical duties in case of declared personal interests, other than interests in a pharmaceutical/medical device company.

Declared personal interests, other than interests in a pharmaceutical/medical device company						
		Involvement of staff members in scientific or regulatory duties			**Involvement of staff members in administrative or technical (non-scientific) duties**	
Declared interest	**Time since declared interest ended (in years)**	**A**	**B**	**C**	**Y**	**Z**
Employment, consultancy or strategic advisory role in other entities possibly providing services to the EMA (e.g. IT, facilities, administration, catering)	Current interest	**n/a**	**n/a**	**n/a**	**X**	**X**
	0 to 3	**n/a**	**n/a**	**n/a**	**XC-nPhC**	**F**
Financial interest in other entities possibly providing services to the EMA (e.g. IT, facilities, administration, catering)	Current interest	**n/a**	**n/a**	**n/a**	**X**	**X**
	0 to 3	**n/a**	**n/a**	**n/a**	**F**	**F**
Close family member	Current interest	**n/a**	**n/a**	**n/a**	**XC-nPhC**	**F**
	0 to 3	**n/a**	**n/a**	**n/a**	**F**	**F**

A: Executive Director;; Chief Medical Officer; scientific and regulatory managers
B: Scientific, regulatory and other administrators involved in product-specific activities
C: Scientific/regulatory assistants; scientific, regulatory and other administrators involved in non product-specific activities
Y: Executive Director; non-scientific/regulatory managers and administrators
Z: Non-scientific/regulatory assistants

Outcome restriction level	**Impact of the outcome**
n/a	**Not applicable.**
X	**No involvement in activity allowed.**
XC-nPhC	**No involvement** with respect to duties involving the relevant **company (non-pharmaceutical).**
F	**Full involvement in activity allowed.**

Annex 4

Categorisation of EMA staff

A	B	C	Y	Z
ED (Executive Director) DED (Deputy Executive Director)			ED (Executive Director) DED (Deputy Executive Director)	
Heads of Division in: H V S		Assistants in: H V S	Head of Division in: A I	Assistants in: I A
All Heads of Task Force: TDT TDA TRS		Administrators in: TDA-HCD TDA-CTS	Heads of Department and Service in: A I	
Head of Department in: AF-IP AF-IA AF-LD		Administrators and Assistants in: AF-IP AF-IA	Administrators in: A I	
		Assistants in AF-LD		
Heads of Department in: H V S	Administrators in: H* (except in H-QA-SEC) V S-PH-MHI S-PH-IND S-CO-MPR S-CO-OLD S-DP-ATD S-DP-COP	Administrators in: H-QA-SEC		
Heads of Office in: H V S		Administrators in: S-PH-PAT S-PH-HCA		
Heads of Workstream in: TDA TRS TDT-BRI	Administrators in: TDA-DAT TDA-MET TRS TDT-BRI	Assistants in: TDA TRS TDT-BRI	Heads of Workstream and administrators in: TDT-DCX TDT-PMO TDT-CLA	Assistants in: TDT-DCX TDT-PMO TDT-CLA
Heads of Office in: AF-HTV AF-LD-PHL AF-LD-GAF AF-LD-LTO AF-CMO ED-EXO	Administrators in: AF-HTV AF-LD-PHL AF-LD-GAF AF-LD-LTO AF-CMO ED-EXO	Assistants in: AF-HTV AF-LD-PHL AF-LD-GAF AF-LD-LTO AF-CMO ED-EXO	Head of Service and administrators in: AF-INS AF-AUD	Assistants in: AF-INS AF-AUD

* Product leads/scientific administrators in all Therapeutic Areas offices in the context of their activities relating to the EURD list administration can be considered as category C for assessment of competing interests within the scope of this SOP.

Individual organisational entities:

ED + AF	Manager	Administrator (or administrator equivalent role)	Assistant (or assistant equivalent role)
ED	A		
ED-EXO	A	B	C
AF-HTV	A	B	C
AF-INS	Y	Y	Z
AF-IP	A	C	C
AF-IA	A	C	C
AF-AUD	Y	Y	Z
AF-LD	A	B	C
AF-LD-PHL	A	B	C
AF-LD-GAF	A	B	C
AF-LD-LTO	A	B	C
AF-CMO	A	B	C
H-DIVISION	**A**		
H-TA*	A	B	C
H-TA-ONC	A	B	C
H-TA-INF	A	B	C
H-TA-NEU	A	B	C
H-TA-ECV	A	B	C
H-TA-IMM	A	B	C
H-TA-ATH	A	B	C
H-EG	A	B	C
H-EG-SCA	A	B	C
H-EG-PME	A	B	C
H-EG-OME	A	B	C
H-EG-TRA	A	B	C
H-QS	A	B	C
H-QS-QUA	A	B	C
H-QS-ISP	A	B	C
H-QS-PHV	A	B	C
H-QS-REF	A	B	C
H-QA	A	B	C
H-QA-SEC	A	C	C
H-QA-PRO	A	B	C
H-QA-LAB	A	B	C
H-QA-REG	A	B	C
H-QA-EPG	A	B	C
V-DIVISION	**A**		
V-EI	A	B	C
V-EI-BIO	A	B	C
V-EI-PHS	A	B	C
V-SR	A	B	C
V-SR-SUR	A	B	C
V-SR-ROS	A	B	C

V-VSS	A	B	C
TDT - TASK FORCE	**A**		
TDT-DCX	Y	Y	Z
TDT-BRX	A	B	C
TDT-PMO	Y	Y	Z
TDT-CLA	Y	Y	Z
TDA - TASK FORCE	**A**		
TDA-RWE	A	B	C
TDA-DAT	A	B	C
TDA-MET	A	B	C
TDA-HCD	A	C	C
TDA-CTS	A	C	C
TRS - TASK FORCE	**A**		
TRS-SME	A	B	C
TRS-RNI	A	B	C
TRS-SAM	A	B	C
S-DIVISION	**A**		
S-PH	A	B	C
S-PH-MHI	A	B	C
S-PH-PAT	A	C	C
S-PH-HCA	A	C	C
S-CS-IND	A	B	C
S-CO	A	B	C
S-CO-MPR	A	B	C
S-CO-OLD	A	B	C
S-DP	A	B	C
S-DP-ATD	A	B	C
S-DP-CDP	A	B	C
I-DIVISION	Y		
I-CIO	Y	Y	Z
I-CA	Y	Y	Z
I-CA-HMS	Y	Y	Z
I-CA-VMS	Y	Y	Z
I-CA-BSS	Y	Y	Z
I-SP	Y	Y	Z
I-SP-CDI	Y	Y	Z
I-SP-IPA	Y	Y	Z
I-SP-BPA	Y	Y	Z
I-CS	Y	Y	Z
I-CS-DWP	Y	Y	Z
I-CS-ITS	Y	Y	Z
I-CS-RDM	Y	Y	Z
A	**Y**		
A-ICR	Y	Y	Z
A-SG	Y	Y	Z

A-SG-SPB	Y	Y	Z
A-SG-DEV	Y	Y	Z
A-SG-QRM	Y	Y	Z
A-FI	Y	Y	Z
A-FI-PFS	Y	Y	Z
A-FI-ACC	Y	Y	Z
A-FI-PRE	Y	Y	Z
A-ST	Y	Y	Z
A-ST-TAS	Y	Y	Z
A-ST-SMS	Y	Y	Z
A-ST-RPP	Y	Y	Z
A-ST-MSS	Y	Y	Z
A-ST-FSS	Y	Y	Z

AF-AUD:	Audit Office
AF-CMO:	Chief Medical Officer
AF-IA:	International Affairs Department
AF-INS:	Information Security
AF-IP:	Institutional and Policy Department
AF-LD:	Legal Department
AF-LD-PHL:	Pharma Law and Support to Core Business Office
AF-LD-GAF:	General Affairs and Anti-Fraud Office
AF-LD-LTO:	Litigation Office
AF-HTV:	Health Threats and Vaccines Strategy Office
ED:	**Executive Director**
ED-EXO:	Office of the Executive Director
H-Division:	**Human Medicines Division**
H-TA	Therapeutic Areas Department
H-TA-ATH:	Advanced therapies and Haematological diseases
H-TA-ECV:	Endocrine and cardiovascular diseases
H-TA-IMM:	Therapies for immune and inflammatory diseases
H-TA-INF:	Vaccines and therapies for infectious diseases
H-TA-NEU:	Therapies for neurological and psychiatric disorders
H-TA-ONC:	Oncology and haematology
H-EG:	Scientific Evidence Generation Department
H-EG-SCA:	Scientific Advice
H-EG-PME:	Paediatric Medicines
H-EG-OME:	Orphan Medicines
H-EG-TRA:	Translational Sciences
H-QS:	Quality and Safety of Medicines Department
H-QS-QUA:	Pharmaceutical Quality
H-QS-ISP:	Inspections
H-QS-PHV:	Pharmacovigilance
H-QS-REF:	Referrals
H-QA:	Committees and Quality Assurance Department
H-QA-SEC:	Meeting Secretariat

H-QA-PRO:	Procedures
H-QA-LAB:	Labelling
H-QA-REG:	Regulatory Affairs
H-QA-EPG:	Expert panels and groups
I-Division:	Information Management Division
S:	**Stakeholders & Communication Division**
S-CO:	Communication Department
S-CO-MPR:	Media and Public Relations
S-CO-OLD:	Online and Corporate Design
S-DP:	Documents Access and Publication Department
S-DP-ATD:	Access to Documents
S-DP-CDP:	Clinical Data Publication
S-PH:	Public and Stakeholders Engagement Department
S-PH-MHI:	Medical and Health Information
S-PH-PAT:	Patients Liaison
S-PH-HCA :	Healthcare Professionals Liaison
S-PH-IND:	Industry Liaison
TDT:	**Digital Business Transformation Task Force**
TDT-DCX:	Digital Change
TDT-BRX:	Business and Regulatory Intelligence
TDT-PMO:	Portfolio Management Office
TDT-CLA:	Lean Agile Centre of Excellence
TDA:	**Data Analytics and Methods Task Force**
TDA-DAT:	Data Analytics
TDA-MET:	Methodology
TDA-HCD:	Healthcare Data
TDA-CTS:	Clinical Trials Systems
TDA-HTF:	Clinical Trials Transformation
TRS:	**Regulatory Science and Innovation Task Force**
TRS-SME:	SME Office
TRS-RNI:	Research and Innovation
TRS-SAM:	Supply and availability of medicines
V:	**Veterinary Medicines**
VE-EI:	Evaluation and Innovation Support Department
VE-EI-BIO:	Veterinary Biologicals and Emerging therapies
VE-EI-PHS:	Veterinary Pharmaceuticals
VE-SR:	Surveillance and Regulatory Support Department
VE-SR-SUR:	Veterinary, Risk and Surveillance
VE-SR-ROS:	Veterinary, Regulatory and Organisational Support
VE-SR-RAR:	Veterinary, Regulatory Affairs and Referrals
V-VSS:	Veterinary Strategic Support
I-Division:	**Information Management Division**
A-Division:	**Administration and Corporate Management Division**