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PDM – URF

Participant Data Management & Unique Registration Facility



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URF - PDM

- **PIC** – Participant Identification Code
- **LEAR** – Legal Entity Appointed Representative
- **URF** – Unique Registration Facility
- **PDM** – Participant Data Management
- **CVT** – Central Validation Team



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- The URF was deployed over the weekend of 26-27 April
- Web interface for self-registering of new entities and for access by the LEAR of each organisation to its data



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The screenshot shows a web browser window titled "Initial Registration Form | PRODUCTION - Microsoft Internet Explorer". The address bar shows the URL: <https://ec.europa.eu/research/participants/urf/secure/new/InitialRegistrationRequest.do>. The browser's menu bar includes File, Edit, View, Favorites, Tools, and Help. The toolbar contains icons for Back, Forward, Stop, Home, Search, Favorites, and other standard browser functions. The page content features a blue header with the "URF Unique Registration Facility" logo and a navigation menu with links for HOME, USERS, FAQ, User Manual, and Important Legal Notice. The main content area has a dark red background and contains a "PARTICIPANT REGISTRATION" section with a right-pointing arrow. To the left of this section is an "Initial Registration Form" section with the text: "Please fill the following fields to start the registration process." Below this text is the "SEVENTH FRAMEWORK PROGRAMME" logo. The registration form itself is titled "NEW PARTICIPANT?" and includes the following fields: "Legal name of the organisation", "Your First name", "Your Last name", "Your E-mail", and a CAPTCHA image showing the word "skitmer". There are "SUBMIT" and "2007-11" buttons at the bottom of the form. The browser's status bar at the bottom shows "Done" and "Local intranet".



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PDM | Participant Data Management | PRODUCTION - Microsoft Internet Explorer provided by European Commission

Address: http://wlsrg1.cc.cec.eu.int:9241/pdmurfw/pdm/registry/RegistrySearchById.do?comparisonSystemParticipantId=202255&searchSystem=REGISTRY

Welcome: porcusa - PDMURF Release 2.0.3.5

PDM
Participant Data Management

MAIN MENU

IDENTIFICATION

NEW
ONGOING

VALIDATION

NEW
ONGOING

MAINTENANCE

LEAR Management

REGISTRY

REPORTING

- REPORT A
- REPORT B
- REPORT C
- REPORT D

REGISTRY SEARCH

Business Name: REGISTRY PIC: VAT Number:

Legal Name: ABAC FEL ID: Country:

OMM ID: IOMM ID:

first elements displayed, no pagination, no sorting yet

View	REGISTRY PIC	NAME	COUNTRY	ADDRESS	VAT NUMBER
	999697909	JRC CAPITAL MANAGEMENT CONSULTANCY & RESEARCH GMEH	Germany	MARBURGER STRASSE 16	DE167866342
	999992304	COMMISSION OF THE EUROPEAN COMMUNITIES - DIRECTORATE GENERAL JOINT RESEARCH CENTRE - JRC	Belgium	Rue de la Loi 200	N/A

ORGANISATION DATA ADDRESS DATA CONTACT DATA FP7 ACCOUNT DATA LINKS

REGISTRY DATA

PIC	999992304
Legal name	COMMISSION OF THE EUROPEAN COMMUNITIES - DIRECTORATE GENERAL JOINT RESEARCH CENTRE - JRC
Business name	JRC
Official language	English
Translated name 1	English
language 1	
Legal form	UNK
VAT number	N/A
Registration number	N/A
Registration date	01-01-1900
Registration authority	N/A
Nace code	
Registration country	Belgium

Done Local intranet



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- One Legal Entity Appointed Representatives (LEAR) to be nominated for each organisation involved in grants and negotiations
- The forms and guidance for the appointment of LEARs available at http://cordis.europa.eu/fp7/urf-lear_en.html



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Central Validation Team

- Simplification – once validated, **PIC** lets you achieve more (submission, NEF, etc) by doing less
- The Central Validation Team validates on behalf of all research DGs
- Your **PIC** is your pass to various systems, e.g. EPSS



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- PIC usage in EPSS

Electronic Proposal Submission Service (EPSS)



CORDIS: EPSS

Registration - Personal Details

Call Selected: FP7-ICT-2007-C

Sub-Scheme Selected: CP-FP-INFSO

Please fill in your details below. Note that you must provide entries marked with an asterisk.

PIC info?

PIC

999710713

Clear PIC Info

[View PIC data](#)



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PDM – URF Reporting

- Done by eFP7 Service Desk Team (DG DIGIT)
- The first weeks of operations:

463 user self-registrations from the URF since 28th April
459 ECAS accounts created, incl. the creation of the LEAR
672 new participants validated in the PDM since 28th April
147 LEARs activated their accounts in ECAS



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Frequently asked questions

1. What is the PIC of our organisation ?
2. Who is the LEAR ?
3. Has our organisation already received the PIC ?
4. How can I get a PIC ?
5. Validation process status
6. Our organization received 2 PICs (temporary PICs / duplicate registration)
7. Confusion of codes OMM/iOMM/ with PIC / NEF / EPSS
8. How to use PIC in EPSS ?
9. Who is the contact point for our organization ?
10. Where to send LEAR documents ?



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Important links:

Guidance and forms for LEAR appointment:

http://cordis.europa.eu/fp7/urf-lear_en.html

URF interface for self-registration of new entities and for access by LEARs:

<https://ec.europa.eu/research/participants/urf/>

Technical helpdesk of URF:

DIGIT-EFP7-SUPPORT@ec.europa.eu

Mail box of Central Validation Team:

RTD-URF-VALIDATION@ec.europa.eu

LEAR mailbox:

RTD-LEAR-VALIDATION@ec.europa.eu

Questions about FP7

www.ec.europa.eu/research/fp7