



## Speakers



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# Computer Validation

- Introduction to Risk Management
- The GAMP® 5 Approach

31 March and 1-3 April 2020 | Vienna, Austria

17 November and 18-20 November 2020 | Copenhagen, Denmark



Learn How to Plan, Implement and Document Effectively  
Computer Validation Activities

## Highlights

- The EU GMP Guide Annex 11
- 21 CFR Part 11
- The GAMP® 5 Lifecycle
- Practical Risk Management – ICH Q9 and FMEA Methodology
- Validation Planning
- Change Control
- Validation Documentation
- Presentation to Inspectors
- Learning by doing: up to 10 Workshops

Including implications of  
EU GMP Annex 11 “computerised systems”

## Objective

- You get to know the current risk management approaches of ICH Q9 and GAMP®5
- You become familiar with the latest methods and tools for risk analysis and can assess their relevance to practice in the validation of computerised systems
- You learn how the activities involved in the validation of computerised systems can be controlled efficiently by means of risk management
- In 4 workshops you can apply the procedures and discuss them

## Background

The current GMP regulations and guidelines (ICH Q9, GAMP®5, EU GMP Guide Annex 11 “Computerised Systems”) focus more and more on the topic of risk management. However, the regulations do not offer much concrete advice on how its principles should be translated into practice during the validation and operation of computerised systems. Therefore, it is the aim of this course to provide you with practice-oriented guidance in performing this task.

## Target Audience

This Education Course is directed at employees from Production, Quality Control / Quality Assurance, Engineering, IT who have to deal with risk assessment and risk management in the field of computer validation.

## Programme

### Introduction – What do you want from this day?

- Capturing delegates expectations
- Sharing and reducing to key points in groups
- Sharing with all delegates and tutors

### An Introduction to Risk Management (including ICH Q9)

- Definition of “Quality Risk Management”
- Principles of Quality Risk Management
- Application of the principles in validation
- Methods of assessing and controlling risk
- Regulatory expectations for risk management

### Risk Management the GAMP 5 Way

- The importance of Risk-based Decision Making
- How the GAMP 5 Risk Management Approach aligns with ICH Q9
- The 5-Steps you will need to follow described in detail
- Risk Management throughout the System Lifecycle
- Short workshop on Risk Identification and Risk Analysis

### Risk Assessment the GAMP 5 Way

- The simple GAMP®5 Risk Assessment Method
- Assessment Scales for computerised systems that work
- Functional Risk Assessments and Risk Reduction Strategies
- Using risk to determine Test Rigour



#### Workshop 1: Risk Assessment in Validation Risk management applied to a computer system

- Evaluating identified risks
- Classification of risks into H, M, L
- Controls to mitigate unacceptable risks
- Links to the validation plan and protocols

*In this workshop, delegates will use the GAMP methodology. The participants will work on a case study in which the risks associated with a computer system are assessed and managed to reduce the testing workload in validation.*



#### Workshop 2: Risk Management in Validation Risk management applied to a control system

- What are the conclusions from the risk assessment?
- What options do you have to mitigate (reduce) the higher risks?
- How will the output affect the protocol?

*Based on a real case study, delegates will use the same risk assessment techniques to determine where to focus the qualification of a packaging line.*

### An Introduction to Risk Ranking

- What is risk ranking
- How is it carried out
- How is it documented?
- A few useful applications



#### Workshop 3: Applying Risk Ranking to determine periodic review priorities

- How is severity determined?
- How can scales be created?
- Ranking the risks
- Developing a risk-based action plan.

*Delegates will apply the techniques of risk ranking to determine which systems present the highest risk to the patient and should therefore be reviewed first.*

## Objectives

This is why you should attend this course:

- You will systematically be introduced to the principles and methods of the validation of computerised systems (according to GAMP®)
- You will learn the skills to plan, implement and document effectively validation activities for computerised systems and to assess them with respect to their GxP compliance
- You have the opportunity to practically apply the theoretical foundations in 6 workshops

## Background

Computerised systems are a central factor determining work sequences in the pharmaceutical industry. Their use increases product safety and saves time and costs of manual intervention. This creates the requirement and necessity, however, to validate all computerised systems which can influence the quality of pharmaceutical products.

The basis of the education course will be the current requirements for the validation of computerised systems like GAMP® and their GxP-oriented application in practice.

Experts from the pharmaceutical industry and from the GAMP® Committee will show you efficient ways to validate your computerised systems.

## Target group

This course is directed towards specialists and executives in the pharmaceutical industry entrusted with the planning, implementation and evaluation of the validation of computerised systems.

## 1st Day

Introduction – What the participants expect  
An open session capturing the expectations of the delegates

### Laws, Regulations and Guidelines for Computer Validation

- The historical perspective
- Current regulations and regulatory guidelines from US
- New regulatory guidance (GAMP® 5, GAMP® Good Practice Guides, ASTM)
- New industry guidance
- Regulatory training
- Harmonisation

### Electronic Records and Signatures

- What Part 11 means – Now!
- Identify e-records in predicate rules
- Identify risks to records
- Identify appropriate controls for records

### The GAMP® 5 Approach to Computer Validation

- Validation needs structure
- The GAMP® approach
- What is new in GAMP® 5
- General validation activities
- The GAMP® Categorisation System
- Life Cycle cost reduction

### The EU Annex 11 “Computerised Systems”

- What are the important points?
- How can you implement it?



#### Workshop 1: Self Evaluation of Compliance with regulatory expectations

### User Requirements Specifications (URS)

- Why do we need user requirements and specifications?
- What should a URS look like – and who should be involved?
- How to capture requirements effectively
- How does User Requirements documentation go wrong?



#### Workshop 2: Evaluation of a User Requirements Specification

A short review of the URS and how to write specifications, as a prelude to a workshop in which delegates will evaluate a real requirement specification

- What is a URS?
- Why is it important?
- Contents of a URS
- Characteristics of good specifications
- Testable specifications

### Risk Management

- Q9 process
- GAMP®5 five steps approach
- Practical approach to Risk Management
  - High Level Risk Assessment – HLRA
  - System Risk Assessment – SRA
  - Functional Risk Assessment - FRA

## 2nd Day

### Validation Planning

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- Why is a validation plan important?
- Definitions and regulatory expectations
- Building risk management into planning phase
- Structure and contents of validation plans
- Discussion of best approach
- The impact of scalability



#### Workshop 3: Validation Planning

Based on considerations of the type of application, knowledge of the supplier and how it will be used, delegates will work out the best approach to delivering the benefits of a GxP system

- What are the risks associated with delivering the system?
- What options do you have to manage the most critical risks?
- How can they best be managed?
- What are the key issues to monitor to ensure delivery of the project benefits?

### Specifications, Design Review and Traceability

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- What sorts of specifications are needed?
- How are they constructed?
- Can they be combined?
- How to carry out a design review?
- How to construct a traceability matrix?



#### Workshop 4: Risk Management in Protocol Planning

Based on a real case study, delegates will use the same risk assessment techniques as in Workshop 2 to determine where to focus the qualification of a packaging line.

- Risk management applied to a control system
- Using FMEA to assess risks to be managed and controlled in validation
- Identifying options to mitigate (reduce) the higher risks
- Using the output in creating the testing protocol

### Protocols, Test Scripts and Deviation Management

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- Principles of Risk-Based Qualification
- Leveraging the Supplier
- Commissioning vs Qualification
- Test Script Design
- Deviation Management



#### Workshop 5: Managing Deviations

In this workshop examples of deviations will be examined and methods of resolution discussed.

The examples are based on real-life protocols.

- Test failures found during IQ/OQ
- Manage the deviations
- Suggest solutions
- Using the output in creating the testing protocol

### Change Control

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- Regulatory requirements
- Configuration management
- Responsibilities
- Planned/unplanned changes
- Classification
- Sources of changes



#### Workshop 6: Change Control

The participants will work on a number of case studies and define the change control activities needed.

- Change Control forms
- Approval process
- Standard Changes
- Committees

## 3rd Day

### Automation Aspects

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- System Overview / Specifications
- GAMP® and risk analysis
- Findings & consequences

### Validation Reporting & Presentation to Inspectors

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- The link between the plan and the report
- Key documents
- Validation summary reports
- Style and emphasis
- Managing the inspection

### Regulatory Comments

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- Recent general trends
- Highlights from Warning Letters and 483s
- Lessons we must learn

### Introduction to IT Infrastructure Qualification

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- The qualification lifecycle
- How to deal with user requirements
- Qualification documentation
- Critical issues
- Qualification summary report

## Accommodation

CONCEPT HEIDELBERG has reserved a limited number of rooms in the conference hotel. You will receive a room reservation form/POG when you have registered for the conference. Reservation should be made directly with the hotel. Early reservation is recommended.

## Registration

Via the attached reservation form, by e-mail or by fax message.  
Or you register online at [www.gmp-compliance.org](http://www.gmp-compliance.org).

## Conference language

The official conference language will be English.

## Organisation and Contact

ECA has entrusted Concept Heidelberg with the organisation of this event.

### CONCEPT HEIDELBERG

P.O.Box 10 17 64  
69007 Heidelberg, Germany  
Phone +49(0)62 21/84 44-0  
Fax +49(0)62 21/84 44 34  
[info@concept-heidelberg.de](mailto:info@concept-heidelberg.de)  
[www.concept-heidelberg.de](http://www.concept-heidelberg.de)

### For questions regarding content please contact:

Dr. Andreas Mangel (Operations Director) at  
+49(0)62 21/84 44 41, or at  
[mangel@concept-heidelberg.de](mailto:mangel@concept-heidelberg.de).

### For questions regarding reservation, hotel, organisation etc. please contact:

Mr Rouwen Schopka (Organisation Manager) at  
+49(0)62 21/84 44 13, or at  
[schopka@concept-heidelberg.de](mailto:schopka@concept-heidelberg.de).

## Social Event

On 1 April / 18 November, you are cordially invited to a social event. This is an excellent opportunity to share your experiences with colleagues from other companies in a relaxed atmosphere.



## Speakers



Frank Behnisch  
CSL Behring GmbH, Germany

Frank is Senior Manager Project Engineering at CSL Behring GmbH in Marburg, Germany. He is member of the GAMP® D-A-CH „steering committee“ and chairman of a GAMP® Special Interest Group (SIP) for “Small Systems”.



Yves Samson, Kereon AG  
Basel, Switzerland

Yves is founder of Kereon AG, Basel. He is member of GAMP Europe Steering Committees, chairman and co-founder of GAMP Francophone and edited the French version of GAMP 4 and GAMP 5. Within ISPE he was an active member of the working group “IT Infrastructure Compliance and Control”.



Dr Robert Stephenson  
Rob Stephenson Consultancy, UK

Rob joined Pfizer Sandwich UK in 2000 as member of their Quality Unit operating within the IT group. As a long-standing member of the GAMP Europe Steering Committee Rob has contributed material to GAMP®5 and the ISPE GAMP Good Practice Guide on “A Risk-Based Approach to Operation of GxP Computerized Systems” for which he was co-leader.



If the bill-to-address deviates from the specifications on the right, please fill out here:

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Reservation Form (Please complete in full)

Computer Validation: Introduction to Risk Management

- 31 March 2020, Vienna, Austria
- 17 November 2020, Copenhagen, Denmark

Computer Validation – The GAMP 5 Approach

- 1-3 April 2020, Vienna, Austria
- 18-20 November 2020, Copenhagen, Denmark

Title, first name, surname

Department

Company

Important: Please indicate your company's VAT ID Number

Purchase Order Number, if applicable

City

ZIP Code

Country

Phone / Fax

E-Mail (Please fill in)

**General terms and conditions**

If you cannot attend the conference you have two options:

1. We are happy to welcome a substitute colleague at any time.
2. If you have to cancel entirely we must charge the following processing fees:
  - Cancellation until 2 weeks prior to the conference 10 %
  - Cancellation until 1 week prior to the conference 50 %
  - Cancellation within 1 week prior to the conference 100 %

CONCEPT HEIDELBERG reserves the right to change the materials, instructors,

or speakers without notice or to cancel an event.

If the event must be cancelled, registrants will be notified as soon as possible and will receive a full refund of fees paid. CONCEPT HEIDELBERG will not be responsible for discount, airfare penalties or other costs incurred due to a cancellation.

Terms of payment: Payable without deductions within 10 days after receipt of invoice.

Important: This is a binding registration and above fees are due in case of can-

cellation or non-appearance. If you cannot take part, you have to inform us in writing. The cancellation fee will then be calculated according to the point of time at which we receive your message.

In case you do not appear at the event without having informed us, you will have to pay the full registration fee, even if you have not made the payment yet. Only after we have received your payment, you are entitled to participate in the conference (receipt of payment will not be confirmed)! (As of January 2012).

German law shall apply. Court of jurisdiction is Heidelberg.

**Privacy Policy:** By registering for this event, I accept the processing of my Personal Data. Concept Heidelberg will use my data for the processing of this order, for which I hereby declare to agree that my personal data is stored and processed. Concept Heidelberg will only send me information in relation with this order or similar ones. My personal data will not be disclosed to third parties (see also the privacy policy at [http://www.gmp-compliance.org/eca\\_privacy.html](http://www.gmp-compliance.org/eca_privacy.html)). I note that I can ask for the modification, correction or deletion of my data at any time via the contact form on this website.

## Date & Venue March 2020

### Introduction to Risk Management

Tuesday, 31 March 2020, 09.00 h – 18.00 h  
(Registration and coffee 08.30 h - 09.00 h)

### Computer Validation – The GAMP 5 Approach

Wednesday, 1 April 2020, 09.00 h – 17.30 h  
(Registration and coffee 08.30 h - 09.00 h)  
Thursday, 2 April 2020, 08.30 h – 17.30 h  
Friday, 3 April 2020, 08.30 h – 13.00 h

Radisson Blu Park Royal Palace Hotel, Vienna  
Schlossallee 8

1140 Vienna, Austria

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## Date & Venue November 2020

### Introduction to Risk Management

Tuesday, 17 November 2020, 09.00 h – 18.00 h  
(Registration and coffee 08.30 h - 09.00 h)

### Computer Validation – The GAMP 5 Approach

Wednesday, 18 November 2020, 09.00 h – 17.30 h  
(Registration and coffee 08.30 h - 09.00 h)  
Thursday, 19 November 2020, 08.30 h – 17.30 h  
Friday, 20 November 2020, 08.30 h – 13.00 h

Radisson Blu Scandinavia Hotel

Amager Boulevard 70

2300 Copenhagen S, Denmark

Phone +45 33 96 50 00

Scandinavia.meetings.events@radissonblu.com

## Fees (per delegate plus VAT)

### Computer Validation: Introduction to Risk Management

ECA Members € 790

APIC Members € 840

Non-ECA Members € 890

EU GMP Inspectorates € 445

The conference fee is payable in advance after receipt of invoice and includes conference documentation, lunch and all refreshments. VAT is reclaimable.

### Computer Validation – The GAMP® 5 Approach

ECA Members € 1,790

APIC Members € 1,890

Non-ECA Members € 1,990

EU GMP Inspectorates € 995

The conference fee is payable in advance after receipt of invoice and includes conference documentation, social event including dinner on the first day, two lunches and all refreshments. VAT is reclaimable.

## Save money and book both courses:



ECA Members € 2,190

APIC Members € 2,290

Non-ECA Members € 2,390

The conference fee is payable in advance after receipt of invoice and includes conference documentation, three lunches, social event including dinner on April 1 / November 18 and all refreshments. VAT is reclaimable.