



## Speakers



Dr Markus Funk  
Concept Heidelberg, Germany



Alfred Hunt  
Hunt Pharma Solutions, Ireland



Mag.pharm. Andreas Kraßnigg  
Austrian Agency for Health and Food  
Safety (AGES), Austria



Dr Martin Melzer  
gempex, Germany



Anil Rattu  
Roche, U.K.

Supported by the  
European GDP Association



An ECA Foundation Interest Group

# The GDP Audit

## How to conduct and pass GDP Audits and Inspections



Live Online Training on 13/14 December 2023



## Highlights

- Regulatory Requirements and Expectations
- Audit Management (from Preparation to Follow-Up)
- Typical Audit Findings
- Industry Case Examples
- Quality Oversight
- Communication in an Audit

All participants will receive:  
- an SOP on Self-Inspection  
- a Checklist for GDP Compliance

## Objectives

The EU-GDP Guidelines highlight the need for an effective quality management system and appropriate controls for all partners and service providers in the distribution chain (like manufacturers, wholesalers, warehouses and transport and logistics providers).

But who needs to audit which service provider - and how? And who will be inspected by the authorities? And how can I prepare myself?

In this live online training course, you will learn

- How to plan and conduct audits efficiently
- How to prepare yourself when being audited
- How to face the various challenges
- What communication techniques are needed
- How you can avoid and solve conflicts

## Background

Qualification of partners, like for example with audits, is a core element to implement the GDP requirements.

Initial and continuous professional training for auditors is of utmost importance as the authorities expect highly qualified personal performing audits. Therefore, the ECA has developed the programme at hand to give you a detailed overview about important matters to consider and to discuss important tasks and challenges of GDP audits.

On the other hand, you will learn how to prepare your company to pass an inspection or customer audit and how to assure the most positive outcome.

## Target Audience

This education course is designed for all managers, supervisors and other staff members who are involved in audits of pharmaceutical storage, transportation, cold chain and distribution activities.

## Moderator

Dr Markus Funk

## Programme

### Regulatory Part

#### Overview: Regulatory Requirements and Guidance

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- EU-GMP Guidelines
- EU-GDP Guidelines
- Other Guides
- Who needs to audit?
- Expectations of the Authorities

#### Regulatory Inspections and typical GDP Deviations

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- GDP inspections
  - Who will be inspected
  - Different kinds of inspections
  - Approach
  - Classification of audit findings
- Examples of frequent observations and typical audit findings:
  - Storage
  - Transport
  - Wholesalers

### Audit Management Part

#### Part 1: Planning the Audit

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- Evaluation of the distribution chain/Risk based planning
- Audit planning and resource planning
- Auditor training and qualification

#### Part 2: Audit Execution

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- Aide Memoire vs. Checklist (benefits and risks)
- Audit strategy during the audit
- Audit report and classification of findings

#### Part 3: Audit Follow-Up

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- Follow-up of corrective/preventive actions (CAPA)
- Development of Key Quality Performance Indicators (KQPI)
- CAPA efficiency evaluation in the follow-up audit



Q&A sessions after each presentation ensure interaction and that your questions are answered.

## Practical Part

### The Psychology of Audits

- Understanding why people show certain behaviour
- The challenge of appropriate communication in an audit
- When things go wrong: conflict management

### GDP Audits - the Devil is in the Detail

- Learning from industry experience
- How to find and handle the real problems
- Unexpected cases - different expectations

### GDP Certification to Quality Oversight beyond the Audit

- Preparation for the GDP audit
- Auditing and qualifying service providers: a look behind the scenes - what can go wrong
- Deviation management
- Beyond GDP - Staying ahead of the game for IVD/MDs Product Quality specifics

#### About the European GDP Association:

The European GDP Association aims to support Pharmaceutical Industry, Authorities and Logistic Providers with regard to the implementation of Good Distribution Practice.

It represents all stakeholders e.g. from Pharmaceutical Industry, Authorities and Logistic Providers and supports all members and stakeholders by providing them information and support in the implementation of GDP.

The Association is a not for profit organisation under the umbrella of the ECA Foundation. Membership is free to all individuals involved in Good Distribution Practice (currently more than 2.000 members).

[www.good-distribution-practice-group.org](http://www.good-distribution-practice-group.org)



#### GMP/GDP Certification Scheme

Building on your education the ECA GMP/GDP certification programmes provide you with the appropriate supplement to acquire this qualification. This training course is the first element for your additional certification. Simply choose any three courses within the programme according to your professional interest. Your certificate is then valid for two years. To renew it, you can pick any training from the ECA courses and conferences list within that two-years period – allowing you to broaden your knowledge in GMP and GDP compliance.

Please find more information at [www.gmp-certification.org](http://www.gmp-certification.org)

## Speakers



**Dr Markus Funk**  
Concept Heidelberg GmbH, Germany

Dr Markus Funk is Director Operations at Concept Heidelberg. Before that he was Deputy Head of Quality Assurance at Lipoid GmbH in Ludwigshafen and Head of Quality Management at HWI pharma services GmbH in Rülzheim.



**Alfred Hunt**  
Hunt Pharma Solutions, Ireland

Alfred Hunt is a consultant. From 2008 until 2015 he was an Inspector with the Health Products Regulatory Authority (HPRA), formerly the Irish Medicines Board (IMB). He was also key member of the European Medicines Agency (EMA) drafting group which developed the revised EU GDP Guidelines (2013/C 343/01).



**Mag.pharm. Andreas Kraßnigg**  
Austrian Agency for Health and Food Safety (AGES)

Mag.pharm. Andreas Kraßnigg is Head of Inspections at the Austrian Agency for Health and Food Safety (AGES) and the Austrian Federal Office for Safety in Health Care (BASG).



**Dr Martin Melzer**  
gempex GmbH

Dr Martin Melzer is Principal Consultant at gempex GmbH, Germany. Before that he was consultant for GMP/GDP aspects, GMP Inspector in a German Field Inspectorate in Germany, QA/QC manager at a production site for AP/and finished products, and head of laboratory for plant medicinal products.



**Anil Rattu**  
Roche Diagnostics Ltd, U.K.

Anil Rattu is Quality Manager, Global Distribution Quality. He leads and ensures GDP compliance of Roche's Supply Chain network of hubs, local sales affiliate warehouses and 3PL partners.

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)



## The GDP Audit Live Online Training on 13/14 December 2023

Title, first name, surname

Department

Company

Important: Please indicate your company's VAT ID Number

Purchase Order Number, if applicable

City

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Phone / Fax

E-Mail (Please fill in)

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GERMANY

### 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 4 weeks prior to the conference 10 %
    - Cancellation until 3 weeks prior to the conference 25 %
    - Cancellation until 2 weeks prior to the conference 50 %
    - Cancellation within 2 weeks 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 cancellation.

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**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 [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 of the Live Online Training

Wednesday, 13 December 2023, 9.00 h – 15.30 h

Thursday, 14 December 2023, 9.00 h – 15.30 h

All times mentioned are CET.

## Technical Requirements

We use Webex for our live online training courses and webinars. At [www.gmp-compliance.org/training/online-training-technical-information](http://www.gmp-compliance.org/training/online-training-technical-information) you will find all the information you need to participate in our events and you can check if your system meets the necessary requirements to participate. If the installation of browser extensions is not possible due to your rights in the IT system, please contact your IT department. Webex is a standard nowadays and the necessary installation is fast and easy.

## Fees (per delegate, plus VAT)

ECA Members € 1,690

European GDP Association Members € 1,690

APIC Members € 1,790

Non-ECA Members € 1,890

EU GMP Inspectorates € 945

The conference fee is payable in advance after receipt of invoice.

## 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).

## Presentations/Certificate

The presentations will be made available to you prior to the Live Online Training as PDF files. After the event, you will automatically receive your certificate of participation.

## Conference language

The official conference language will be English.

## You cannot attend the Live Event?

We also offer many of the training courses and conferences as recordings. This means that you can watch the videos of the event „on demand“ – whenever it suits you – on our web server. It is quite uncomplicated and doesn't require any software – you simply watch the video on your browser. You can find all recorded events at [www.gmp-compliance.org/recordings](http://www.gmp-compliance.org/recordings).

## Organisation and Contact

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

CONCEPT HEIDELBERG

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### For questions regarding content:

Dr Markus Funk (Director Operations) at  
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