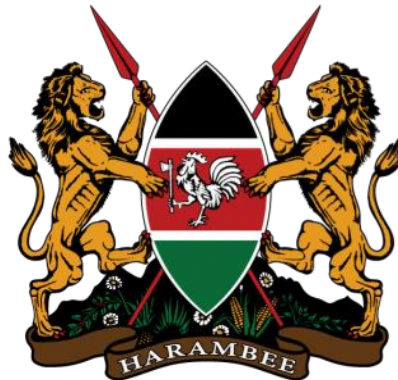


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Rev. No. 0



REPUBLIC OF KENYA

MINISTRY OF HEALTH

PHARMACY AND POISONS BOARD

**GUIDELINES ON SUBMISSION OF
DOCUMENTATION FOR REGISTRATION OF
BIOTHERAPEUTIC PRODUCTS**

AUGUST 2018

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Prepared by Quality Assurance Officer - DPER

Sign.....

Date.....

Director, Product Evaluation and Registration

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Date.....

Checked by Head, Quality Management

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Authorized by Registrar

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Date.....

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FOREWARD

These guidelines have been developed to provide guidance to applicant for marketing authorization of Biotherapeutic products in the Kenya .

The work has been compiled by the East African Community (EAC) Experts Working Group (EWG) on Medicines Evaluation and Registration. The team relied on their experiences and knowledge on Biotherapeutic products regulation of the respective Partner States, World Health Organization (WHO) and other key partners in the biotechnology sector.

The guidelines therefore provide product dossier requirements in support of market authorization of vaccines. One of the means for ensuring that products meet the required standards of quality, safety and efficacy is by conducting product specific pre-marketing assessments to determine whether the product should be registered. Submission of adequate documentation on quality, safety and efficacy of a Biotherapeutic product will enable Pharmacy and Poisons Board to use the information and other factors to assess the suitability of the product for the intended use.

Compliance to these guidelines in the submission of applications will facilitate processing of applications and subsequent registration of the products. This will enable the product to be available to the consumers in a timely manner.

IMPLEMENTATION RESPONSIBILITY AND EXISTING LEGAL FRAMEWORK

The Pharmacy and Poisons Board will ensure that the Biotherapeutic product dossiers submitted for market authorization are complying with requirements as stipulated in the technical guidelines and in accordance with the relevant policies, laws, legal frameworks, guidelines, manuals and procedures existing in Kenya.

INTRODUCTION

Pharmacy and Poisons Board requires that all medicinal products intended to be marketed in Kenya meet the acceptable standards of quality, safety and efficacy and at the same time be assessed to have been produced in facilities that comply with current Good Manufacturing Practices (GMP). This Guideline is made to provide guidance to applicants on the procedure for registering Biotherapeutic products in the Kenya.

SCOPE

The guidelines apply, in principle, to all biologically active protein products, which are used in the treatment of human diseases including those prepared by recombinant DNA technology using prokaryotic or eukaryotic cells. The guidelines also apply to protein products used for in vivo diagnosis (e.g. monoclonal antibody products used for imaging), products used for ex vivo treatment, and those intentionally modified by, for example, PEGylation, conjugation with a cytotoxic drug, or modification of rDNA sequences. Some aspects of these guidelines may apply to products produced in transgenic animals and plants. However, specific issues for such products can be found in the relevant documents published by WHO and Pharmacy and Poisons Board should be consulted for specific advice on these products.

Whole blood, cellular blood components and Protein products used for in vitro diagnosis are not within the scope of these guideline.

ABBREVIATIONS AND ACRONYMS

BMRs	-	Batch Manufacturing Records
CMC	-	Chemistry, Manufacturing and Controls
CA	-	Clinical Assessor
DNA	-	Deoxyribonucleic Acid
DP	-	Drug Product
DS	-	Drug Substance
EAC	-	East African Community
EMA	-	European Medicines Agency
EU	-	European Union
GCP	-	Good Clinical Practice
GLP	-	Good Laboratory Practice
GMP	-	Good Manufacturing Practice
ICH	-	International Council for Harmonization
INN	-	International Non-proprietary Names
MOA	-	Mechanism of Action
NCE	-	New Chemical Entity
NMRA	-	National Medicines Regulatory Authority
Ph. Eur	-	European Pharmacopeia
PK/PD	-	Pharmacokinetic/Pharmacodynamic
PBRER	-	Periodic Benefit-Risk Evaluation Report
RMP	-	Risk Management Plan
WHO	-	World Health Organization

GLOSSARY

For the purposes of these guidelines, the following definitions shall apply:

Acceptance criteria

Means the product specifications and acceptance/rejection criteria, such as acceptable quality level and unacceptable quality level, with an associated sampling plan, that is necessary for making a decision to accept or reject a lot or batch (or any other convenient subgroups of manufactured units).

Anti-drug antibody

An antibody that binds to the active substance of a biotherapeutic product.

Anti-product antibody

An antibody that binds to the active substance, impurities or excipients of a biotherapeutic product.

Biomarkers

A laboratory measurement that reflects the activity of a disease process, correlates (either directly or inversely) with disease progression, and may also be an indicator of a therapeutic response. A genomic biomarker is a measurable DNA and/or RNA marker that measures the expression, function or regulation of a gene.

Biotherapeutic

A biological medicinal product with the indication of treating human diseases.

Comparability exercise

The activities – including study design, conduct of studies, and evaluation of data that are designed to investigate whether a pre-change product and a post-change product are highly similar

Critical quality attribute

A physical, chemical, biological or microbiological property or characteristic that is selected for its ability to help indicate the consistent quality of the product within an appropriate limit, range or distribution to ensure the desired product quality.

Drug product

A pharmaceutical product type in a defined container closure system that contains a drug substance, generally in association with excipients.

Drug substance

Means any component that provides pharmacological activity or other

direct effect in the diagnosis, cure, mitigation, treatment, or prevention of disease, or to affect the structure or any function of the body of man or animals.

Expiry date

The date given on the individual container (usually on the label) of a product up to and including which the drug substance and drug product are expected to remain within specifications, if stored as recommended. The expiry date is established for each batch by adding the shelf-life period to the date of manufacture.

Good clinical practice (GCP)

Means a standard for the design, conduct, performance, monitoring, auditing, recording, analyses, and reporting of clinical trials that provides assurance that the data and reported results are credible and accurate, and that the rights, integrity, and confidentiality of trial subjects are protected.

Good laboratory practice (GLP)

A quality system concerned with the organizational process and conditions under which nonclinical health and environmental safety studies are planned, performed, monitored, recorded, archived and reported.

Good manufacturing practice (GMP)

That part of the pharmaceutical quality assurance process, which ensures that products are consistently produced, and meet the quality standards appropriate to their intended use as required by the marketing authorization. In these guidelines, GMP refers to the current GMP guidelines published by WHO.

Local Technical Representative

A person or company with sufficient pharmaceutical expertise that is incorporated within *the specific country* and who will be responsible for facilitating communication with the Applicant and when the product is registered shall assume all legal responsibilities.

Immunogenicity

The ability of a substance to trigger an immune response or reaction (e.g. development of specific antibodies, T cell response, or allergic or anaphylactic reaction).

Impurity

Any component present in the drug substance or drug product that is not the desired product, a product-related substance, or excipient including buffer components. An impurity may be either process- or product-related.

In-process control

Checks performed during production in order to monitor and, if necessary, to adjust the process to ensure that the intermediate or product conforms to its specifications. The control of the environment or equipment may also be regarded as a part of in-process control.

In-silicomodeling

A computer-simulated model.

Master cell bank (MCB)

An aliquot of a single pool of cells which generally has been prepared from the selected cell clone under defined conditions, dispensed into multiple containers and stored under defined conditions.

Non-human primates (NHPs)

Primates used as models for the study of the effects of drugs in humans prior to clinical studies.

Pharmacodynamics (PD)

The study of the biochemical and physiological effects of drugs on the body and the mechanisms of drug action and the relationship between drug concentration and effect. One dominant example is drug-receptor interactions. PD is often summarized as the study of what a drug does to the body, as opposed to pharmacokinetics which is the study of what the body does to a drug.

Pharmacogenomics

The study of the pharmacological correlation between drug response and variations in genetic elements has become of increasing importance for drug development. Such variations can have effects on the risk of developing adverse drug reactions as well as on the response to treatment. Variations in drug pharmacokinetics and metabolic pathways can cause higher drug concentrations in some patients, resulting in increased drug toxicity, and/or lower drug concentrations in some patients, resulting in decreased drug effects.

Pharmacokinetics (PK)

The study and characterization of the time course of drug absorption, distribution, metabolism and elimination. Pharmacokinetics is a quantitative analysis of how living systems handle foreign compounds.

Pharmacovigilance

The activities that are carried out after a medicinal product is marketed in order to observe and manage in a continuous manner the safety and the efficacy of the products.

rDNA-derivedbiotherapeutics

Biotherapeutics prepared by recombinant DNA technology, i.e. all biologically active protein products which are used in the treatment of human diseases and which are prepared by rDNA technology.

Recombinant DNA technology

Technology that joins together (i.e., recombines) DNA segments from two or more different DNA molecules that are inserted into a host organism to produce new genetic combinations. It is also referred to as gene manipulation or genetic engineering because the original gene is artificially altered and changed. These new genes, when inserted into the expression system, form the basis for the production of rDNA-derived protein(s).

Risk management plan

A detailed description of the activities that continuously ensure patients' safety and their benefit from a medicinal ingredient. A risk management plan includes pharmacovigilance and many other elements.

Shelf-life

The period of time during which a drug substance or drug product, if stored correctly, is expected to comply with the specification, as determined by stability studies on a number of batches of the product. The shelf-life is used to establish the expiry date of each batch.

Source material/starting material

Any substance of a defined quality used in the production of a biological medicinal product, but excluding packaging materials.

Specification

Means a list of tests, references to analytical procedures and appropriate acceptance criteria, which are numerical limits, ranges, or other criteria for the tests described. It establishes the set of criteria to which an drug substance or drug product should conform to be considered acceptable for its intended use.

Working cell bank (WCB)

The working cell bank is prepared from aliquots of a homogeneous suspension of cell obtained from culturing the master cell bank under defined culture conditions.

MODULE 1: ADMINISTRATIVE AND PRODUCT INFORMATION

Module 1 should contain all administrative documents (for example, application forms and certifications), labelling, general correspondence and annexes (environmental assessments and overseas evaluation reports), as needed.

Documents should be organized in the order listed below. Generally, all of the documents in Module 1, other than the annexes, should be provided in a single volume. The annexes to the module should be submitted in separate volumes. Official language is English as a mandatory language for all medicinal products.

1.1 Cover Letter

Applicant should include a Cover Letter with all applications. A copy of the letter should be placed at the beginning of Module 1. The applicant shall sign the cover letter

1.2 Comprehensive table of Content for all modules

Module 1 should include a comprehensive table of contents for the entire application. The comprehensive table of contents should include a complete list of all documents provided in the application by module. In the table of contents, the location of each document should be identified by referring to the volume numbers that contain the relevant documents.

1.3 Application form

An application to register a biotherapeutic product must be accompanied by a completed [Application Form \(Annex 1\)](#). The application form should be dully filled electronic MS word with the relevant information and attachments, dated, signed and stamped appropriately.

The dated, signed and stamped page can be scanned and attached to the respective section. The application form can be downloaded from Website: **www.Pharmacyboardkenya.org** under guidelines section.

1.4 Product Information

Provide copies of all package inserts, labels and any information intended for distribution with the product to the patient.

1.4.1 Summary of product characteristics (SmPC)

The SmPC is the basis of information for healthcare professionals on how to use the medicinal product safely and effectively.

A summary of characteristics of the biotherapeutic product under evaluation should be submitted.

For more guidance refer EAC Guidelines on Format and Content of Summary of Products Characteristics for guidance on preparation of SmPC (EAC/TF-MED/MER/FD/GDL/N4R0).

1.4.2 Container labeling

Product should be labeled as prescribed in the EAC Guidelines on container labeling for guidance on preparation of product labeling (EAC/TF-MED/MER/FD/GDL/N5R0).

1.4.3 Package insert

Patient information leaflet (PIL): All medicinal preparations with potential for long-term use and self-administered injections and Over the Counter (OTC) must contain a patient information leaflet. Languages used for PIL and labeling should be clearly expressed in English . Refer EAC Guidelines on PIL for guidance on preparation of PIL (EAC/TF-MED/MER/FD/GDL/N6R0).

1.4.4 Mock-up and specimens

If the product applied for registration has a specimen or mock-up of the sample(s) presentation of the medicine available at the time of initial application should be included in Module 1.4.4.

The purpose of this is to provide an example of the product, including accessories, if any, to verify that they correspond to what is described for the characteristics of the product under evaluation.

If there are multiple strengths and/or pack sizes, one representative specimen or mock-up for each will be sufficient. If batch number and expiry date are to be printed on the label.

If there are multiple strengths and/or pack sizes, one representative specimen or mock-up for each will be sufficient. If batch number and expiry date are to be printed on the label during packaging, a statement to this effect should accompany the labels. If mock-ups or specimens are not available at the time of initial application, a text version may be submitted, however, mock-ups or specimens must be submitted to the Board, during the evaluation process and prior to finalization of the application

1.5 Information regarding experts.

A declaration should be sent signed by each of the experts who performed the product evaluation from the standpoint of quality, nonclinical studies and clinical studies. Attach a summary of their academic records and employment experience and state the professional relationship between the experts and the applicant of market authorization.

A sample of declaration form is provided as ***Annex II***.

1.6 Certificate of Good Manufacturing Practices (GMP)

A certificate of GMP compliance should be submitted. This should include manufacturers that are involved in any stage of the production process, for example manufacturer(s) of the finished biotherapeutic product, active substance(s), the diluents, and those responsible for labelling and packaging of the finished biotherapeutic product.

1.7 Good Clinical Practice (GCP) and/or Good Laboratory Practice (GLP)

Provide evidence such as accredited certificate for GCP or GLP for the sites participating in the clinical studies.

1.8 Regulatory Status

1.8.1 Registration status from countries with Stringent Drug Regulatory Authorities (SDRAs)

Provide the registration status of the biotherapeutic product applied for registration in the countries with SRAs. Evidence(s) of the same should be submitted with the application.

1.8.2 Registration status in EAC Partner States

Provide registration status of the biotherapeutic product applied for registration in the countries in the EAC region and attach evidence(s) for the same.

1.8.3 List of countries in which a similar application has been submitted

Provide list of countries in which a similar application has been submitted, Dates of submission (if available) and the status of these applications should also be stated. If applicable, detail approvals (with indications) and deferrals, withdrawals and rejections with reasons in each case should be stated as well.

1.8.4 Statement on whether an application for the product has been previously rejected, withdrawn or repeatedly deferred in the EAC Partner States

A declaration whether a marketing application for the biotherapeutic product has been rejected prior to submission of the application in EAC should be submitted. If the product has been rejected, repeatedly deferred, withdrawn or suspended then reasons should be stated.

1.9 Manufacturing and Marketing authorization

Provide a Certificate of Pharmaceutical Product in the format recommended by the World Health Organization issued from the Country of release of the product.

Also if available, evidence for prequalification of the biotherapeutic product by WHO should also be submitted.

1.10 Product samples

A minimum of two samples of each pack size applied for registration should be submitted together with the application. The samples should be provided in the form in which it shall appear on the market for physical evaluation.

1.11 Authorization of the local technical representative

Letter issued by the applicant authorizing the company to represent it and market the product in Kenya should be submitted.

1.12 Environmental risk assessment:

Evaluation of the possible environmental risks posed by the use and/or disposal of the biotherapeutic product should be submitted, also, proposals in that regard and the indications or warnings to be included on the product label should as well be submitted.

MODULE 2: OVERVIEWS AND SUMMARIES

The purpose of this module is to summarize the quality (chemical, pharmaceutical, and biological), nonclinical and clinical information presented in modules III, IV, and V in the market authorization application. The experts who draft these summaries should take an objective approach to the decisive points related to the quality of the product, clinical and nonclinical studies performed, report all pertinent data for the evaluation, and refer to the corresponding tables included in modules III, IV, and V. The information in module II should be presented in the following order:

2.1 General table of contents.

A general index should be included of the scientific information contained in modules II to V.

2.2 Introduction.

A summary of the type of product, composition, mechanism of action, and indications proposed for the biotherapeutic product.

2.3 Overall quality summary.

A general summary of the quality of the product should be presented, related to the chemical, pharmaceutical, and biological aspects. This summary should refer exclusively to the information, data, and justifications included in module III or in other modules of the registration document. *This section should follow format as specified in the Quality Overall Summary(QOS) template presented for Human vaccine Guideline (Refer to QOS of Human vaccine Guideline)*

2.4 Overview and summary of the nonclinical studies

A comprehensive and critical assessment of the results of the evaluation of the biotherapeutic product in animals and in vitro testing should be presented and the safety characteristics of the same for use in humans should be defined.

Overview and summary of the results of the pharmacological, pharmacokinetic, and toxicological tests on animals and/or *in vitro*. The data should be presented as a written and tabulated summary, in the following order:

- i. Introduction
- ii. Written pharmacological summary
- iii. Tabulated pharmacological summary
- iv. Written pharmacokinetic summary (when appropriate)
Tabulated pharmacokinetic summary (when appropriate)

- v. Written toxicological summary
Tabulated toxicological summary

2.5 Overview and summary of the clinical studies

This section should include a critical analysis of the clinical study results included in the clinical summary and in module V. Information should include a summary of the clinical development of the product, the design of the pivotal studies, and the decisions related to the clinical studies and their performance and it should include an overview of the clinical conclusions and an evaluation of the risks/benefits in relation to the results of the clinical studies and justification of the proposed dosages. All the data related to efficacy/effectiveness and safety assessed through the development of the product should be summarized in this section be presented, as well as any study limitations. Summaries should include all the clinical studies performed and synopsis of each study.

The data should be presented in a written and tabulated summary in the following order:

- i. Introduction
- ii. Index
- iii. Detailed discussion of the development of the product
- iv. Overview of immunogenicity
- v. Overview of the efficacy
- vi. Overview of the safety
- vii. Conclusions and risk/benefit analysis
- viii. Bibliography

2.6 Non-clinical written and tabulated Summaries

The Nonclinical Overview should be presented in the following sequence:

- Overview of the nonclinical testing strategy
- Pharmacology
- Pharmacokinetics
- Toxicology
- Integrated overview and conclusions
- List of literature references

2.7 Clinical Summary

- Biopharmaceutic Studies and Associated Analytical Methods
- Clinical Pharmacology Studies
- Clinical Efficacy
- Clinical Safety
- Literature References

Synopses of Individual Studies

In general, clinical overview and summaries should not exceed 50 pages.

MODULE 3: QUALITY (CHEMISTRY, MANUFACTURING AND CONTROLS)

3.1 Table of contents of module three

3.2.S. Drug substance

The information requested under this section should be supplied individually for each active substance used in the final rDNA derived biotherapeutic product.

3.2.S.1 General information

3.2.S.1.1 Nomenclature

Information concerning the nomenclature of the active substance (e.g. proposed INN name, Pharmacopeial name, proprietary name, company/laboratory code (could include trade mark name), other names or codes, if any) and identification number of production strain should be provided.

Where an International Non-proprietary Name (INN) is available for rDNA-derived biotherapeutic, the INN should be used. The proper name should be the equivalent of the INN in the language of the country of origin.

A list of any inactive substances, which may be present in the bulk active substance, should be provided.

3.2.S.1.2 Structure

The structural formula, molecular formula and molecular weight should be provided as well as the schematic amino acid sequence indicating glycosylation sites or other post-translational modifications and relative molecular mass, as appropriate.

3.2.S.1.3 General properties

A list of physicochemical and other relevant properties of the active substance, including biological activity should be provided. The description of an rDNA-derived biotherapeutics should indicate the biological system in which it is produced (e.g. bacterial, fungal or mammalian cells) as well as the presentation of the drug product.

Refer to ICH Q6B

3.2.S.2 Manufacture

3.2.S.2.1 Manufacturer(s)

The name, physical address and responsibility of each manufacturer, including contractors, and each production site or facility involved in the manufacturing and testing should be provided. The physical address should include units and blocks for each production site.

The sites or facilities involved in creation, testing and storing of the cell banks should be listed.

3.2.S.2.2 Description of manufacturing process and process controls

Information on the manufacturing process should be presented in the form of a flow diagram which indicates each step of the process including identification of the critical steps and points at which process controls are conducted.

A narrative description of the manufacturing process including information on cell bank and cell culture, harvest(s), purification and modification reaction including filling storage and shipping conditions should be provided. The in-process controls for each step or stage of the process should be indicated. Explanation should be provided on batch numbering system and any pooling of harvest or intermediates as well as scale of culture and batch

a) Cell culture

The following information should be provided:

- i. Flow diagram from working cell bank (WCB) through harvest;
- ii. Information for each stage should be provided (population doublings, cell concentrations, volumes, pH, cultivation time, temperature) and transfers between steps.
- iii. Description of each step including any media, materials or additives used for both cell growth and for induction;
- iv. Information with respect to operating parameters for each stage with links to section 3.2.S.2.4 (in-process controls) or specifications. Detailed information with respect to Production at infinite passage, continuous culture production and control of host-cell/vector characteristics at the end of production cycles for rDNA derived biotherapeutics can be referenced in ICH Q5D, ICH Q5B and WHO TRS 987, Annex 4;

b) Purification

The following information should be provided:

- i. Flow diagram from crude harvest, extraction and purification to final step to obtain final active substance;
- ii. Information for each stage should be provided (pH, conductivity, processing times, hold times, elution profiles, fraction (selection) including viral inactivation step(s);
- iii. In-process controls, including acceptance criteria, should be described in detail and should be validated. Special attention should be given to the removal of viruses, nucleic acid, host cell proteins and impurities considered to pose a risk of immunogenicity;
- iv. Particular attention should be given to demonstrating the removal and/or inactivation of possible contaminating viruses and residual DNA from products manufactured using continuous cell lines;
- v. Description of each step including scale (columns, membranes), lifetime usage for resins/membranes, regeneration, buffers used, and transfer between steps;
- vi. Reprocessing steps should be described with criteria.

Further guidance on control of residual cellular DNA from continuous cell line (rDNA) and virus clearance can be obtained from WHO TRS 987, Annex 4; http://www.who.int/biologicals/biotherapeutics/TRS_987_Annex4.pdf?ua=1 and ICH Q5A

c) Drug substance filling, storage and transport

The following information should be provided:

- i. Procedure used to fill active substance into container with associated process controls and acceptance criteria;
- ii. Container closure system, storage and shipping conditions;
- iii. Free/thaw or re-filtration procedures;
- iv. Hold times should be specified.

3.2.S.2.3 Control of materials

Information on raw materials used in cell culture and purification should be described with respect to raw material grade or specification, product contact filter, media composition, resins and contact membranes.

Control of source and starting materials of biological origin (viral safety information) should be summarized and detailed information should be provided in 3.2.A.2.

a) Source, history and generation of cell substrate

A description of the host cell, its source and history, and of the expression vector used in production, including source and history, should be provided in details. The description should include details of the origin and identity of the gene being cloned as well as the construction, genetic elements contained and structure of the expression vector. An explanation of the source and function of the component parts of the vector, such as the origins of replication, promoters, or antibiotic markers, should be provided in addition to a restriction-enzyme map indicating at least those sites used in construction.

Further information on cell substrate source, analysis of expression construct used to genetically modify cells and incorporate in the initial cell clone for Master cell bank can be obtained in the ICH Q5A; ICH Q5B; ICH Q5C; ICH Q5D; WHO TSR 987, Annex 4 guidances.

b) Cell Banking system, characterisation and testing

Information on the cell banking system; quality control activities and cell line stability during production and storage (including procedures used to generate the Master and Working Cell Bank(s)) should be provided in details.

Information should include MCB and WCB, future WCB and End of Production Cell Bank and establishment of limit of in vitro cell age (LIVCA).

The type of cell bank system used, the size of the cell bank(s), the container (vials, ampoules, or other appropriate vessels) and closure system used, the methods for preparation of the cell bank(s) including the cryoprotectants and media used, and the conditions employed for cryopreservation or long-term storage should all be documented and described in detail.

For animal cells and animal derived cell banks, reference should be made to WHO TRS 978, Annex 3.

3.2. S.2.4 Control of Critical Steps and Intermediates

Testing and acceptance criteria for the control of critical steps in the manufacturing processes should be provided.

Stability/Micro data to support hold times of process intermediates should be provided. Supportive data to be presented in section 3.2.S.2.5

Further requirement can be obtained in ICH Q6B:

3.2. S.2.5 Process Validation and/or evaluation

a) Validation summaries of each unit operation, hold times, sanitary processing, and virus validation

Sufficient information on validation and evaluation studies to demonstrate that the manufacturing process (including reprocessing steps) is suitable for its intended purpose and to substantiated selection of critical process controls (operational parameters and in-process tests) and their limits for critical manufacturing steps (e.g. cell culture, harvesting, purification, and modification) should be provided. Virus validation will also need to be discussed in 3.2.A.2.

b) Outline Validation strategy and scale used to complete studies

Information should include a description of the plan for conducting the study and the results, analysis and conclusions from the executed study (ies).

c) Reference analytical procedures used for analysis

The validation of corresponding assay and analytical methods should be cross-referenced or provided as part of justifying the selection of critical process controls and limits. For manufacturing steps, intended to remove or inactive viral contaminants, the information from evaluation studies should be provided

Validation process should include for example: Facilities, cleaning and microbiological control, Cell growth and harvesting e.g. Cell growth kinetics and antibody productivity profiles demonstrated for each bioreactor for appropriate timeframe, Removal of media components/additives during purification and Capacity of purification process to remove contaminating virus.

Refer to EMA/CHMP/BWP/187338/2014

3.2. S.2.6 Manufacturing Process Development

a) Development program outline, scale(s) and tools used (design of experiment, FMEA, statistical evaluations)

The developmental history of the manufacturing process, as described in 3.2. S. 2.2, should be provided.

b) Process description and batch information from development scale(s)

i. Outline any changes through development scale up to commercial (clinical batches)

The description of change(s) made to the manufacture of drug substance batches used in support of the marketing application (e.g. non-clinical or clinical studies) including for example, changes to the process or critical equipment. The reason for the change should be explained. Relevant information on drug substance batches manufactured during development, such as the batch number, manufacturing scale and use (e.g. stability, non clinical reference material) in relation to the change should also be provided.

ii. **Major changes need to be assessed for potential impact on product quality**

The significance of change should be assessed by evaluating its potential to impact the quality of the drug substance (and/or intermediate, if appropriate). For manufacturing changes that are considered significant, data from comparative analytical testing on relevant drug substance should be provided along with a discussion of the data including a justification for selection of the test and assessment of results.

iii. **Selection of tests and results used to assess manufacturing changes during development**

Testing used to assess the impact of manufacturing changes on the drug substance(s) and the corresponding finished drug product(s) may also include non-clinical and clinical studies in other modules of the submission should be included.

iv. **Process Characterisation shall include:**

Establishment of operating parameters and in process controls for commercial scale manufacture.

Elimination of operating parameters/in process controls based on development work that deemed them non-critical.

Freeze/thaw development data used to set number of cycles for drug substance.

Post approval – Comparability assessment of current to proposed change including side-by-side batch release data, Co-mixture analysis with reference standard and subset of initial characterisation testing to evaluation primary, secondary and tertiary structure.

It is recommended that information on study design and product knowledge should be presented in this section.

Refer to ICH Q5E and ICH Q11

3.2.S.3.1 Elucidation of Structure and other characteristics

Details on Primary, secondary and higher order structure of product and product related substances, Post-translational forms – glycoforms information on Biological activity, Purity and Immunochemical properties (where relevant) should be provided.

3.2.S.3.2 Impurities

Information should be provided on both process and product related impurities with links back to section 3.2.S.2.2 and 3.2.S.2.4 for detailed information on removal and control of the respective impurities. There should be an Investigation of impurities (e.g. aggregates including dimers and higher multiples of the desired product).

3.2.S.4. Control of active Substance

3.2.S.4.1 Specification

At minimum release specifications for drug substance shall include appearance and description, identity, purity and potency. Information on the source, including as appropriate species of animal, type of microorganism should be included in the specifications, etc.

For initial applications, acceptance criteria shall be based on data from pre-clinical/clinical, development, consistency of the lots and stability data as appropriate. Any specification changes post approval should take into consideration clinical experience when tightening specifications.

Further requirements can be obtained in *ICH Q6B and WHO TRS 987*, Annex 4, particularly Appendix 2

3.2.S.4.2 Analytical Procedures

The analytical procedure used for testing the active substance should be provided in sufficient detail to enable reproducible testing by another laboratory.

Analytical procedure summaries should be provided that minimally includes the following subsections: Principle, Procedure and Data Analysis.

3.2.S.4.3 Validation of Analytical Procedures

Analytical validation information, including experimental data for the analytical procedure used for testing the drug substance should be provided. Typical validation characteristics to be considered are selectivity, precision (repeatability, intermediate precision and reproducibility), accuracy, linearity, range, limit of quantitation, limit of detection, robustness, and system suitability.

Analytical method validation data should be performed to provide assurance of the method transferability to an additional testing site post initial approval.

3.2. S.4.4 Batch Analysis

Description of batches and results of three batch analyses should be provided. Results should be presented for three commercial batches against acceptance criteria. Consideration to include graphs and/or gels for those tests that are qualitative or where specification is “Comparable to Reference Material”.

3.2. S.4.5 Justification of Specification

Justification for the active substance specification should be provided.

Rationale for use of tests for specific quality attributes taking into account the specifications and linking to manufacturing process, stability of active substance, pre-clinical/clinical studies and analytical procedures should be provided.

3.2.S.5 Reference Standard

Quality information of Reference standard or material used for testing of active substance should be provided. The information should include a description of manufacturing process of reference standard, and where appropriate Characterisation, stability and storage of the reference standard should also be detailed.

3.2.S.6 Container Closure system

A description of the container closure systems for the drug substance should be provided, including specifications for their component materials. The specifications should include description and identification (and critical dimensions with drawings where appropriate). Suitability and compatibility of the materials of construct with active substance should also be demonstrated, literature reference may suffice when applicable.

3.2.S.7 Stability

Stability studies should include: Storage conditions i.e Temperature and relative humidity for accelerated and stress Conditions.

Refer to TRS WHO TRS 987, Annex 4, ICHQ1A and ICH Q5C.

3.2 DRUG PRODUCT

This section should contain information on the final drug product including all drug substances and excipients. If any proprietary preparation or mixtures are used as components, a complete statement of composition and other information that will properly describe and identify these materials should be provided.

For all ingredients of human or animal origin, testing results or certificates of analysis demonstrating freedom from adventitious agents should be provided as in section 3.2.A.2.

3.2.P.1. Description and composition of drug Product

A description of the finished biotherapeutic product and its composition should be provided. The information provided should include:

- a) Description of the dosage form;
- b) Composition, i.e., list of all components of the dosage form, and their amount on a per-unit basis (including overages, if any, the function of the components, and a reference to their quality standards (e.g., compendial monographs or manufacturer's specifications)
- c) Description of accompanying reconstitution diluents (s) if any;
- d) Type of container and closure used for the dosage form and accompanying reconstitution diluent, if applicable
- e) Overages need to be justified – not intended to compensate for inadequate stability or manufacturing process.

Tables provided under section 2.3.P.1. of the QOS should be used to summarize the information for this part.

3.2.P.2. Pharmaceutical development

Information and data on the development studies conducted to establish the dosage form, the formulation manufacturing process, container closure system, microbiological attributes and usage instructions as appropriate for the purpose specified in the application, should be presented. Additionally, this section should identify and describe the formulation and process attributes (clinical parameters) that may influence batch reproducibility, product performance and drug product

quality.

Manufacturing process changes made during clinical study programme should be explained and justified. A link between formulation development and clinical batches should also be provided.

Supportive data and result from specific studies or published literature may be included within or attached to the Pharmaceutical Development Section. Additional supportive data may be referenced to the relevant non-clinical sections of the application. The report should include the following:

3.2.P.2.1 Drug Substance:

The description and properties of the active substance should be provided. Compatibility with the rest of the components in the finished biotherapeutic product, including preservatives and other additives should be demonstrated, where applicable.

3.2.P.2.2 Drug Product:

Information on the development of the formulation, considering the proposed route of administration should be provided. Details on the physicochemical and biological properties of the product, indicating the relevant parameters for developing the drug product should be included. In addition, justification of final qualitative/quantitative formula of the drug product should be provided.

3.2.P.2.3 Development of the manufacturing process:

Description of the selection and optimization of the manufacturing process, particularly for critical aspects should be provided.

3.2.P.2.4 Container closure system selected:

Information on the materials selected, protection against humidity and light, compatibility of the materials should be provided.

Information on the suitability of the container closure system used for the storage, transportation (shipping) and use of the drug product should be discussed. Results of extractable study should be presented and depending on the results, also a leachable study with e.g. placebo in final container should be presented.

3.2.P.2.5 Microbiological Attributes

Information on the integrity of the container closure system to prevent microbial contamination should be presented.

3.2.P.2.6 Compatibility

Information on the compatibility of the drug product with the manufacturing process contacts (e.g; online filters, bags), container closure system including dosage devices where applicable and diluents should be provided.

3.2.P.3 Manufacture processes of the drug product

3.2.P.3.1 Manufacturer;

Name(s), physical address(es) including unit(s) and/or block(s) and functions of each manufacturing site involved in all stages of the processes should be listed.

Valid manufacturing licence and/or certificates of GMP compliance of the sites and other pertinent organizational information for each manufacturer responsible for any portion of the manufacture or testing operations for the biotherapeutic products should be provided.

3.2.P.3.2 Batch formula:

Batch lot formula should be provided that includes a list of all components of the dosage form to be used in the manufacturing process, their amounts on a per batch basis, including overages and a reference to their quality standards should be provided.

3.2.P.3.3 Description of the manufacturing process:

A flow diagram should be presented giving the steps of the process, indicating the points where materials enter the process. The critical steps and points at which process controls, intermediate tests or final product controls are conducted should be identified.

A narrative of the manufacturing process, equipment and materials used, the room or area where the operation is performed (may reference the simple floor diagram), in process controls, and the critical points identified should be provided.

3.2.P.3.4 Control of critical and intermediate steps:

Tests and acceptance criteria developed to identify the critical steps in the manufacturing process should be provided with justification. A listing of the in-process controls and tests performed on the product at each step should be submitted. Specifications for intermediate products should be provided and they should be followed during routine production.

3.2.P.3.5 Validation and/or evaluation of the processes:

Description, documentation, and results of the studies on validation and/or evaluation of the manufacturing process, should be provided for the critical steps or critical tests employed in the manufacturing process. It is also necessary to provide information on the viral safety of the product, when applicable.

A product quality review may be submitted in lieu of the information below.

The following information should be provided:

- a) A copy of the process validation protocol, specific to the biotherapeutic, that identifies the critical equipment and process parameters that can affect the quality of the product and defines testing parameters, sampling plans, analytical procedures and acceptance criteria;
- b) A commitment that three consecutive, production-scale batches of the biotherapeutic will be subjected to prospective validation in accordance with the above protocol. The applicant should submit a written commitment that information from these studies will be available for verification.
- c) Validation information relating to the adequacy and efficacy of any sterilization process (e.g. medicinal product, packaging component should be submitted).

The process validation report should include inter alia the following:

- a) A reference to the current master production document;
- b) A discussion of the critical equipment;
- c) The process parameters that can affect the quality of the biotherapeutic (critical process parameters (CPPs)) including challenge experiments and failure mode operation;
- d) Details of the sampling: sampling points, stages of sampling, methods of sampling and the sampling plans (including schematics of blender/ storage bins for uniformity testing of the final blend);
- e) The testing parameters/ acceptance criteria including in-process and release specifications and including comparative dissolution profiles of validation batches against the batch(es) used in the bioavailability or biowaiver studies;
- f) The analytical procedures or a reference to appropriate section(s) of the dossier;
- g) The results/data obtained.

Refer to EMA/CHMP/CVMP/QWP/BWP/70278/2012

3.2.P.3.6 Description of the batch identification system:

Information on how the lots are defined in the stage of filling, lyophilisation (if it applies) and packaging should be provided.

3.2.P.4 Control of excipients

3.2.P.4.1 Specifications;

Information on the specifications for all the excipients employed in the formulation should be provided. List of raw materials meeting in-house specifications including the tests performed and specifications of Biological starting materials (human or animal origin) with information on the requirements to avoid risk of transmissible spongiform encephalopathies (TSEs) and human diseases (HIV, hepatitis, etc) in the final product including Certificate of Suitability (CEP) should be included. The information should be provided as appendices to module 3. (3.2.A)

3.2.P.4.2 Analytical procedures;

Description or bibliographic reference of the analytical methods used to control all the excipients employed in the formulation should be submitted.

3.2.P.4.3 Validation of the analytical procedures

All analytical methods used to control the excipients in the final formulation should be validated and validation reports provided if applicable.

3.2.P.4.4 Justification of specifications

Justification for the proposed specifications of the excipients should be provided.

3.2.P.4.5 Substances of Human or Animal Origin

For excipients of human or animal origin, information should be provided regarding the source/origin, description of the quality tests performed, specifications, determination of adventitious agents and viral safety.

Additionally, testing results or certificates of analysis demonstrating their freedom from adventitious agents should be provided.

3.2.P.4.6 Novel excipients

When used for the first time , formulated biotherapeutic product for human use or for a new route of administration, detailed information should be provided on the manufacture, characterization, and control, and data supporting safety established in nonclinical and clinical studies in relation to the drug substance used.

3.2.P.5 Control of the finished biotherapeutic product

3.2.P.5.1 Specifications of the biotherapeutic product;

Specifications for the drug product should be provided. At minimum, specification should contain test and acceptance criteria for description and appearance, identity, quantity, potency, purity and impurities;

For Intermediate Products (as appropriate): Highlight the list of the routine tests performed and specifications for intermediates.

3.2.P.5.2. Analytical procedures of the drug product

Detailed information on the analytical procedures used for quality control of the drug product should be provided. This section should not be presented as summaries or references.

3.2.P.5.3.Validation of the analytical procedures;

Information on the validation of the analytical procedures for the drug product, including experimental data should be provided. This information should include complete description of the protocol used for each bioassay, the control standards, the validation of inherent variability of test and the establishment of acceptance limits for each assay.

3.2.P.5.4. Batch analysis;

A description of all batches selected to assure the identity, purity, strength and/or potency, as well as the lot-to-lot consistency of the drug product and the specifications used for the drug product should be submitted.

Description should include (size, origin and use) and test result of all relevant batches e.g pre-clinical, clinical pilot, scale-up, and if available production-scale batches) used to establish specification and evaluate consistency in manufacturing.

Provide certificates of analysis and analytical results for at least three consecutive batches signed by authorized personnel

3.2.P.5.5 Characterization and/or determination of impurities

Details on the characterization and/or determination of impurities, as applicable, depending on the nature of active substance and method used to manufacture the biotherapeutic product should be provided.

3.2.P.5.6 Justification of specifications

Justification of the proposed biotherapeutic product specifications should be provided.

3.2.P.6 Reference standards and materials

Information on the reference standards and/or materials used for testing of the finished biotherapeutic product should be provided.

3.2.P.7 Container Closure System

Detailed description of the container closure system used for the drug product plus any accessories accompanied with it should be provided. The description should include the type and form of container closure system, including the materials of which they are made and quality specifications.

Detailed information concerning the supplier(s), address(es), and the results of compatibility, toxicity and biological tests should be included.

When a delivery device is presented as part of the drug product (e.g. prefilled syringe, single-use autoinjector), it is important to demonstrate the functionality of such a combination, such as the reproducibility and accuracy of the dispensed dose under testing conditions which should simulate the use of the drug product as closely as possible.

For multi-use containers such as vials or cartridges for a pen injector, proper in-use stability studies should be performed to evaluate the impact of the in-use period of the vial or the assembled device on the formulation and the functionality of the pen injector. Dose accuracy should be demonstrated for the first and last dose delivered. In addition, the effect of multiple injections/withdrawals on the closure system should be demonstrated.

Description should also be used on the specialized devices used to monitor consistency of delivery if they are intended to become an important part of the product's container closure system.

3.2.P.8 Stability of the Drug Product:

3.2.P.8.1 Protocols and results of the stability study that justify the proposed validity period.

Stability study report including the study protocol, specifications, analytical methods, detailed description of the container closure system for the product evaluated, storage conditions (temperature and relative humidity) and results for at least three lots of drug product prepared from different lots of drug substances should be provided and the reports should contain conclusions as well as proposed validity period.

A minimum of twelve months' data at the time of submission should be provided in cases where storage periods greater than six months are requested, unless otherwise justified. For storage periods of less than six months, the stability data should cover the whole proposed shelf life. The stability studies should be submitted in controlled documentation.

Stability studies under accelerated and stress conditions, including the impact of the container closure system, should also be provided.

Refer to ICH Q5C, WHO TRS 953 Annex 2 and WHO TRS 962 Annex 3.

For drug products that require reconstitution, in use stability studies should be provided.

3.2.P.8.2 Post-approval stability program:

Include the stability program or stability commitment to be carried out once the drug product is in the market, including the number of batches to be included in the study each year and the tests to be performed. These results should be submitted periodically to update the information on the stability of the drug product.

3.2.P.8.3 Stability data:

Evidence should be provided to demonstrate that the product is stable for the proposed validity period under the indicated storage conditions.

The stability of each dosage form should be separately documented.

The summary results, which support the proposed expiration-dating period, under recommended conditions, in the final container and closure system, should be provided.

Stability data submitted should be for at least three consecutive batches and include the following:

- a) Information on stability of drug product, quality control methods and rationale for the choice of tests for determining stability.

- b)** Information on the dates of manufacture of the lots, the lot numbers, the vial and dose size, and the scale of production.

For lyophilized products the data supporting the shelf-life of the product following reconstitution should be included.

If the drug product is frozen, data supporting the stability of the product through a stated number of freeze-thaw cycles should be provided.

A plan for an on-going stability program should be provided. This should include the protocol to be used, number of final lots to be entered into the stability protocol each year and how such lots will be selected. A stability study protocol should be provided.

The policy for assigning the date of manufacture of each component as well as the final product (e.g. combination formulation) and diluents, as appropriate should be described.

3.2.P.8.4 Shipping

Details should be provided on the measures used to guarantee adequacy of temperature and humidity conditions for shipping the drug product from the place of production to the place of final sale, including all the storage and distribution stages and indicating the controls performed in each of the stages. Declaration should be signed by quality control personnel.

Reference:

WHO TRS 999, Annex 2;

http://www.who.int/biologicals/areas/vaccines/Annex_2_WHO_Good_manufacturing_practices_for_biological_products.pdf?ua=1.

3.2. A APPENDICES

3.2.A.1 Facilities and Equipment (name, manufacturer)

A diagram should be provided illustrating the manufacturing flow including movement of raw materials, personnel, waste, and intermediate(s) in and out of the manufacturing areas. Information should be presented with respect to adjacent areas or rooms that may be of concern for maintaining integrity of the product.

Information on all developmental or approved products manufactured or manipulated in the same areas as the applicant's product should be included.

A summary description of product-contact equipment, and its use (dedicated or multi-use) should be provided. Information on preparation, cleaning, sterilisation, and storage of specified equipment and materials should be included, as appropriate.

Information should be included on procedures (e.g., cleaning and production scheduling) and design features of the facility (e.g., area classifications) to prevent contamination or cross-contamination of areas and equipment, where operations for the preparation of cell banks and product manufacturing are performed.

3.2.A.2: Adventitious Agents Safety Evaluation (name, dosage form, manufacturer)

Information assessing the risk with respect to potential contamination with adventitious agents should be provided in this section (Information on control or avoidance of non-viral adventitious agents (TSE, bacteria, mycoplasma) should be supported by TSE certificates of suitability and ensure Raw material and/or production process controls in place)

For non-viral adventitious agents: Detailed information should be provided on the avoidance and control of non-viral adventitious agents (e.g., transmissible spongiform encephalopathy agents, bacteria, mycoplasma, fungi). This information can include, for example, certification and/or testing of raw materials and excipients, and control of the production process, as appropriate for the material, process and agent.

For further guidance refer WHO Recommendations for the evaluation of animal cell cultures as substrates for manufacture of biological medicinal products and for characterization of cell banks. TRS 978 annex 3.

For viral adventitious agents: Detailed information from viral safety evaluation studies should be provided in this section. Viral evaluation studies should demonstrate that the materials used in production are considered safe, and that the approaches used to test, evaluate, and eliminate the potential risks during manufacturing are suitable.

For further guidance refer ICH Q5A, Q5D, and Q6B.

Materials of Biological Origin: Information essential to evaluate the virological safety of materials of animal or human origin (e.g. biological fluids, tissue, organ, cell lines) should be provided. (See related information in 3.2.S.2.3, and 3.2.P.4.5). For cell lines, information on the selection, testing, and safety assessment for potential viral contamination of the cells and viral qualification of cell banks should also be provided. (See related information in 3.2.S.2.3).

Testing at appropriate stages of production: The selection of virological tests that are conducted during manufacturing (e.g., cell substrate, unprocessed bulk or post viral clearance testing) should be justified. The type of test, sensitivity and specificity of the test, if applicable, and frequency of testing should be included. Test results to confirm, at an appropriate stage of manufacture, that the product is free from viral contamination should be provided. (See related information in 3.2.S.2.4 and 3.2.P.3.4).

Viral Testing of Unprocessed Bulk: In accordance with Q5A and Q6B, results for viral testing of unprocessed bulk should be included.

Viral Clearance Studies: In accordance with Q5A, the rationale and action plan for assessing viral clearance and the results and evaluation of the viral clearance studies should be provided. Data can include those that demonstrate the validity of the scaled-down model compared to the commercial scale process; the adequacy of viral inactivation or removal procedures for manufacturing equipment and materials; and manufacturing steps that are capable of removing or inactivating viruses. (See related information in 3.2.S.2.5 and 3.2.P.3.5).

For further guidance refer ICH Q5A, Q5D, and Q6B.

3.2.A.3 Excipients

3.2.R: Executed Batch Manufacturing Record

Provide executed batch manufacturing record of at least one batch of the drug product

3.3 LITERATURE REFERENCES

Key literature referenced should be provided, if applicable.

MODULE IV: NON CLINICAL STUDIES

Non-clinical studies should comply with the World Health Organization's Guidelines on Non-clinical Evaluation, WHO Technical Series No. 9984, 2014, or most recent version.

Pre-clinical testing is a prerequisite to moving Biotherapeutic products from the laboratory to the clinic and includes all aspects of testing such as product characterization, proof of concept of effectiveness and safety testing in animals conducted prior to clinical testing in humans.

The submission in this section should be organised as summarised below:

4.1 Table of contents of module4

4.2 Reports on studies

4.2.1 Pharmacology

4.2.1.1 Pharmacodynamic studies

4.2.2 Pharmacokinetics (when applicable)

4.2.3 Toxicology

4.2.3.1 Single-Dose Toxicity (in order by species, by route)

4.2.3.2 Repeat-Dose Toxicity (in order by species, by route, by duration; including supportive toxicokinetics evaluations)

4.2.3.3 Genotoxicity

4.2.3.3.1 In vitro

4.2.3.3.2 In vivo (including supportive toxicokinetics evaluations)

4.2.3.4 Carcinogenicity (including supportive toxicokinetics evaluations)

4.2.3.4.1 Long-term studies (in order by species; including range-finding studies that cannot appropriately be included under repeat-dose toxicity or pharmacokinetics)

- 4.2.3.4.2 Short- or medium-term studies (including range-finding studies that cannot appropriately be included under repeat-dose toxicity or pharmacokinetics)
- 4.2.3.4.3 Other studies
- 4.2.3.5 Reproductive and Developmental Toxicity (including range-finding studies and supportive toxicokinetics evaluations) (If modified study designs are used, the following sub-headings should be modified accordingly.)
 - 4.2.3.5.1 Fertility and early embryonic development
 - 4.2.3.5.2 Embryo-fetal development
 - 4.2.3.5.3 Prenatal and postnatal development, including maternal function
 - 4.2.3.5.4 Studies in which the offspring (juvenile animals) are dosed and/or further evaluated.
- 4.2.3.6 Local Tolerance
- 4.2.3.7 Other Toxicity Studies (if available)
 - 4.2.3.7.1 Antigenicity
 - 4.2.3.7.2 Immunotoxicity
 - 4.2.3.7.3 Mechanistic studies (if not included elsewhere)
 - 4.2.3.7.4 Dependence
 - 4.2.3.7.5 Metabolites
 - 4.2.3.7.6 Impurities

Refer to ICH M3R2 and ICH S6

MODULE V: CLINICAL STUDIES

The clinical studies should follow the World Health Organization's Guidelines on the quality, safety and efficacy of biotherapeutic protein products prepared by recombinant DNA technology, 2013 or most current version and ICH E6 Applicants should be familiar with these guidelines when submitting applications for marketing authorisation.

This section details Particulars of tests which have been performed in human beings regarding the efficacy of the finished biotherapeutic products and the indications for which it will be used (clinical trials).

Clinical studies shall be designed and conducted to meet WHO and ICH GCP guidelines.

Tabulated summary of the clinical development program of the rDNA, in which critical parameters that may have changed during the clinical development.

Clinical summary: Provide detailed summary and interpretation of the safety and efficacy data obtained from clinical studies that supports the current prescribing information.

Clinical Expert Report: Applicant shall provide an independent clinical expert report on the clinical studies (evidence of expertise and independence should be provided)

Reference:

WHO TRS 987, Annex 4 Guidelines on the quality, safety and efficacy of biotherapeutic protein products prepared by recombinant DNA technology or most current version

WHO TRS 850 (1995) *Annex 3: Guidelines for good clinical practice (GCP) for trials on pharmaceutical products or most current version.*

REPORTS ON CLINICAL STUDIES

The submission in this section should be organised as summarised below

5.1 Table of contents of module5

5.2 Reports of Clinical studies

- 5.2.1 Phase I studies**
- 5.2.2 Phase II studies**
- 5.2.3 Phase III studies**
- 5.2.4 Special considerations**
- 5.2.6 Phase IV studies**

6. POST MARKET SURVEILLANCE FOR BIOTHERAPEUTIC PRODUCT

In this section, applicant should provide the following post approval commitments:

- a) Periodic safety update report (PSUR) in accordance to ICH Guideline E2C (R2) Periodic benefit-risk evaluation report (PBRER).
- b) Risk management plan in the format prescribed as per ICH Q 10 (Risk management plan guidelines) and *WHO guidelines on the quality, safety and efficacy of biotherapeutic protein products prepared by recombinant DNA technology, 2013* .

**Annex 1: APPLICATION FORM FOR REGISTRATION OF
BIOTHERAPEUTICS AND SIMILAR BIOTHERAPEUTIC PRODUCTS**

Form 1	APPLICATION FOR REGISTRATION OF BIOTHERAPEUTICS AND SIMILAR BIOTHERAPEUTIC PRODUCTS	
To	THE REGISTRAR PPB OFFICES, LENANA ROAD, DRUG REGISTRATION DEPARTMENT, P.O. BOX 27663-00506, NAIROBI.	
Application Number		
Date of submission of the dossier		
Name of the 1st Assessor		Signature
Name of the 2nd Assessor		Signature
Date of 1st Assessment		
Date of 2nd Assessment		
CONCLUSION OF THE ASSESSMENT RECOMMENDED <i>(no outstanding issues)</i> QUERY RAISED <i>(Indicate the sections where query is raised)</i> REJECTED <i>(indicate the module(s) that led to the rejection)</i> <i>(Please delete which does not apply)</i>		
TYPE OF APPLICATION – HUMAN PRODUCT		
MODULE 1: ADMINISTRATIVE INFORMATION		
SECTION 1: PARTICULARS OF THE PRODUCT		

1.11 Name and address of Applicant**Company name:****Address:****Country:****Telephone:****E-Mail:****1.12 Type of Medicinal Product Application (Tick where appropriate)**

New (Innovator) BIOTHERAPEUTIC PRODUCT

OR

SIMILAR BIOTHERAPEUTIC PRODUCT.

*For PPB use only***1.2 Trade/Proprietary name (proprietary Product name):***For PPB use only***1.3 Approved / INN / generic name of the drug substance***For PPB use only***1.4 Strength of drug substance(s) per unit dosage form of the product and specifications of the drug substance(s), including the reference/ monograph standard for each drug substance(s).***For PPB use only***1.5 Dosage form****1.5.1 Pharmaceutical Dosage form of the product:**

1.5.2	Specifications of the Finished Pharmaceutical Product:
1.5.3	Route(s) of administration (use current list of standard terms - European Pharmacopoeia):
<i>For PPB use only</i>	
1.6	Packing/Pack size of the product:
1.6.1	Pack size:
1.6.2	Primary packing materials:
1.6.3	Secondary packing materials:
<i>For PPB use only</i>	
1.7	Visual Description of the product (Add as many rows as necessary)
<i>For PPB use only</i>	
1.8	1.8 Proposed Shelf life of the product (in months):
1.8.1	Proposed shelf life (after reconstitution or dilution) (if applicable):
1.8.2	Proposed shelf life (after first opening container):
1.8.3	Proposed storage conditions:
1.8.4	Proposed storage conditions after first opening:
<i>For PPB use only</i>	
1.9	Pharmacotherapeutic group and ATC Code
1.9.1	Pharmacotherapeutic group:
1.9.2	ATC Code:
1.9.3	If no ATC code has been assigned, please indicate if an application for ATC code has been made:
1.9.4	Proposed indication(s) for the product:
<i>For PPB use only</i>	
1.10	Indicate Legal category
1.10.1	POM (Prescription only Medicine) unless otherwise, provide justification)
<i>For PPB use only</i>	
1.11	Country of origin or country of release:
<i>For PPB use only</i>	

1.12	Product Marketing Authorisation in the country of origin. (Attach certificate of pharmaceutical product from competent regulatory authority) If not registered, state reasons
<input type="checkbox"/> Authorised Country: Date of authorisation: Proprietary name: Authorisation number: <input type="checkbox"/> Refused Country: Not applicable Date of refusal (dd-mm-yyyy): Reason for Refusal:	<input type="checkbox"/> Withdrawn (by applicant after authorisation) Country: Date of withdrawal (dd-mm-yyyy): Proprietary name: Reason for withdrawal: <input type="checkbox"/> Suspended/revoked (by competent authority) Country: Not applicable date of suspension/revocation (dd-mm-yyyy): Reason for suspension/revocation:
<i>For PPB use only</i>	
1.12.1	Registration status from countries with Stringent Regulatory Authorities (SDRAs) where applicable SDRAs - Documents to be attached:
<i>For PPB use only</i>	
1.12.2	List of countries in which a similar application has been submitted
<i>For PPB use only</i>	
1.12.3	Statement on whether an application for the Marketing Authorisation has been previously rejected, withdrawn or repeatedly deferred in the EAC Partner States
<i>For PPB use only</i>	

1.12.4 Certificates of approval of Drug Substances(s)/ immunogenic s substance(s) Master (DMF) by Stringent Regulatory Authority

1.12.4 Certificates of approval of Drug Substances(s)/ immunogenic s substance(s) Master (DMF) by Stringent Regulatory Authority

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1.12.5 Manufacturing Licence and Product Licence

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1.13 Certificate of Analysis from a WHO Prequalified Laboratory in Kenya and the lot release certificate issued by the regulatory authority of country of origin for those samples submitted with the application

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1.14 Name(s) and complete address (es) of the manufacturer(s)

1.14.1 Name and complete address(es)of the manufacturer(s) of the FPP, including the finished pharmaceutical product release if different from the manufacturer.

Marketing Authorisation Holder:

Company name:

Address:

Country:

Telephone:

E-Mail:

Manufactured By:

Company) Name:

Address:

Country:.

Telephone:

Telefax :

If the manufacturer is different to 1.1 above, explain the relationship

1.14.2	Name(s) and complete address (es) of the manufacturer(s) of the Drug substance
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The active immunogenic substance: (Add as many rows as necessary)

Company) Name:

Office Address :

Country :

Telephone :

Fax :

Contact Person :

E-mail :

For PPB use only

1.15 Compliance to Good Manufacturing Practice (GMP) and Good Clinical Practice

1.15.1 Good Manufacturing Practice (GMP) from PPB

1.15.2 Good Clinical Practice (GCP) or Good Laboratory Practice (GLP)

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1.16 .1 Name and complete address of the Local Technical Representative of Manufacture (for finished pharmaceutical Product)

Company name:

Address:

Country:

Telephone:

E-Mail:

If the Local Technical Representative is different to 1.1 above, explain and provide evidence for the relationship:

1.16 .2 Name and address (physical and postal) of the person or company responsible for pharmacovigilance

	<p>Company name:</p> <p>Address:</p> <p>Country:</p> <p>Telephone:</p> <p>E-Mail:</p>
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<i>For PPB use only</i>	
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1.17	Product Information
1.17.1	Summary of Product Characteristics (SPC):
1.17.2	Prescribers/Patient information leaflet:
1.17.3	Mock-ups and Photo scan of the product:

1.18

1.18 Batch number(s) and Batch Types of the final product used in

Clinical studies:

Stability studies:

Validation/production scale batches Validation/production scale batches:

Comments:

Comments: Provide Reasons for comments , e.g batch numbers N/A

Qualitative and Quantitative composition of the drug substance(s) and excipient(s)

A note should be given as to which quantity the composition refers (e.g. 1 Vial).

Name of drug substance(s)*	Quantity / dosage unit	Unit measure	of	Reference/ monograph standard
1.				
2.				
e.t.c				
Name of excipient(s)				
1.				
2.				
e.t.c				

Note: * Only one name for each substance should be given in the following priority: INN**, Pharmacopoeia, common name, scientific name

** The drug substance should be declared by its recommended INN, accompanied its salt or hydrate form if relevant.

Details of averages should not be included in the formulation columns but stated below:

- Drug substance(s):

- Excipient(s):

1.19	State the reference/monograph standard such as British Pharmacopeia, United States Pharmacopeia, Ph. Eur, Japanese Pharmacopeia, In-house monograph e.t.c. used for Finished Medicinal Product.
1.20	Name and address (physical and postal) of the Contract Research Organisation(s) where the clinical studies of the product were conducted. (If applicable)

Name: N/A

Company name:

Address:

Country:

Telephone:

Telefax:

E-Mail:

1.21 DECLARATION BY AN APPLICANT

	<p>I, the undersigned certify that all the information in this form and accompanying documentation is correct, complete and true to the best of my knowledge. I further confirm that the information referred to in my application dossier is available for verification during GMP inspection. I also agree that I shall carry out pharmacovigilance to monitor the safety of the product in the market and provide safety update reports to the National Medicines Regulatory Authority. I further agree that I am obliged to follow the requirements of Kenya, and Legislations and Regulations which are applicable to medicinal products.</p> <p style="text-align: center;">Name:</p>
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Position in the company:

Signature:

Date:

Official stamp:.....

** Note: If fees have been paid, attach proof of payment*

PPB use only

OVERALL QUERIES AND RECOMMENDATIONS FOR THIS MODULE

Annex II: EXPERT DECLARATION FORM

The following is an example of a suitable declaration form:

Quality /Non-clinical / Clinical (delete those not appropriate)

I, the undersigned, declare that I have:

- i. the suitable technical or professional qualifications to act in this capacity (for more information, refer to the enclosed curriculum vitae).

- ii. fully examined the data provided by the applicant and have provided references to the literature to support statements made that are not supported by the applicant's original data. This report presents an objective assessment of the nature and extent of the data.

- iii. provided a report based on my independent assessment of the data provided.

- iv. based my recommendations, regarding suitability for registration, on the data provided herewith. I have considered the attached data and have recommended as to suitability for registration of the intended dose forms and presentations according to the proposed product information document.

I further declare that this expert report represents my own view.
Further, I declare the following to be the full extent of the professional relationship between the applicant and myself:

.....
.....
.....

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