

GMP



GMP for the Warehouse

This module discusses an overview of the role of the GMP warehouse in receipt, storage, issue, and distribution.

Objectives:

- Explain the role of the warehouse
- List the GMP procedures needed in the warehouse to control incoming goods
- Identify the GMP requirements for handling starting materials and finished products in the warehouse
- Recognise the GMP issues surrounding release of finished products to the marketplace
- Recognise issues around transport of goods to and from the public
- Recognise how returns are handled by the company
- Identify the different documentation needed in the warehouse

Course Outline

INTRODUCTION

- o Welcome
- o Objectives
- o Reviews and assessments
- o GDP and GWP
- o Audit findings

ROLE OF THE WAREHOUSE

- o What do you think?
- o GMP solution
- o Overview
- o What comes into the warehouse?
- o Typical layout of a warehouse
- o Repacking
- o Personnel and training
- o Preventing contamination and deterioration
- o Preventing mix-ups
- o Segregation
- o Review

GMP WAREHOUSE RULES

- o What do you think?
- o GMP solution
- o Overview
- o Housekeeping
- o Identification information
- o Status labels
- o Control of product labels
- o GMP storage requirements
- o Protecting raw materials
- o Pest control
- o Air control
- o Temperature control
- o Cold storage
- o Sensitive materials
- o Review

RECEIPT AND ISSUE TO MANUFACTURING

- o What do you think?
- o GMP solution
- o Overview
- o Receiving materials
- o The MSDS
- o Storing received materials
- o Receiving printed matter
- o Issue of materials
- o Stock rotation
- o Rejecting defective and expired materials
- o Review

FINISHED PRODUCT RELEASE

- o Overview
- o Release and distribution
- o Preparation for dispatch
- o Pick and pack
- o Transportation

HANDLING RETURNS

- o What do you think?
- o GMP solution
- o Customer returns
- o Managing recalls
- o Counterfeit products

GMP & DOCUMENTATION

- o What do you think?
- o GMP solution
- o Overview
- o Inward goods
- o Purchase orders
- o Self-inspections

CONCLUSION

- o Summary