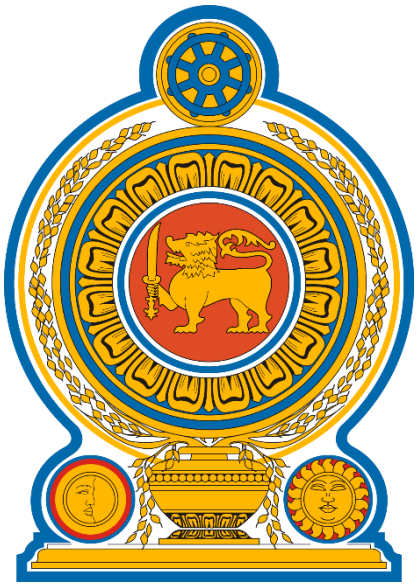

Guideline on Approval of an Overseas Manufacturing Plant of Medicine

OCTOBER 15, 2019

NATIONAL MEDICINE REGULATORY AUTHORITY
No.120, Norris Canal Rd, Colombo 01000, Sri Lanka

GUIDELINE ON APPROVAL OF AN OVERSEAS MANUFACTURING PLANT OF MEDICINE

CONTENTS

1. INTRODUCTION

Section 47. (3) of the NMRA Act specifies quality and safety amongst the criteria for registration of a medicine. Part III of chapter III of the Act further elaborate necessity for approval of premises, process, and condition of manufacture, and prohibits manufacture of medicines without adhering to Good Manufacturing Practices.

Manufacturers located within Sri Lanka are subjected to periodical GMP inspections and subsequent licensing of their premises. However, it is not practically possible to NMRA to inspect each and every site located outside Sri Lanka. Therefore, NMRA approves overseas manufacturers based on a desktop review. Onsite inspections of overseas sites are carried out only when necessary, on a risk based criteria.

2. PURPOSE

This guideline is intended to provide information on how to apply for a site approval of a medicines manufacturing plant located outside Sri Lanka.

3. SCOPE

This guideline applies to all manufacturers of medicines located outside Sri Lanka, who intend to obtain marketing authorization(s) in Sri Lanka.

4. ABBREVIATIONS

CAPA- Corrective and preventive actions
COPP- Certificate of a Pharmaceutical Product
GMP - Good Manufacturing Practices
NMRA- National Medicines Regulatory Authority
NRA - National Regulatory Authority
WHO- World Health Organization

5. DEFINITIONS

Applicant -

An applicant is the person who furnishes the application to the NMRA in order to get an approval for a product, process, or premises, who must be the owner of the product or premises, or person taking responsibility for the process. In the context of this guideline, the applicant is the person to whose order and specifications the medicine would be manufactured. After registration of the medicine, the applicant would become the marketing authorization holder for the particular medicine.

Authorized importer -

The person appointed by a foreign manufacturer to be its legal and technical representative in Sri Lanka. He would become the applicant for medicines on behalf of the foreign manufacturer and would take responsibility for import, wholesale and post marketing monitoring once becoming the marketing authorization holder.

Competent Regulatory Authority-

The organization in a particular country that is legally empowered to perform designated regulatory functions relevant to medical products

Marketing authorization -

A legal document (E. g. Certificate of registration) issued by the competent regulatory authority allowing marketing of the particular product within the country, while establishing the detailed composition and formulation of the product, pharmacopoeial or other recognized specifications, and includes details of packaging, pack size, and shelf life.

6. SUBMISSION AND ASSESSMENT OF THE APPLICATION

6.1 General:

1. A foreign manufacturer who wishes to market a medicine in Sri Lanka should appoint a local pharmaceutical company to act as its authorized importer in Sri Lanka.
2. An application (see annexure I) should be submitted through the authorized importer, in order to get the manufacturing site where the product(s) intended to be marketed in Sri Lanka would be manufactured, approved.
3. A fee specified in Gazette Extraordinary no.2052/ 33 of 5-01-2018 should be paid when submitting the application, as the fee for processing the application.
4. A reference number will be issued for the application and application will be processed on a first cum first basis.
5. In general, manufacturer should be able to prove marketing authorization for its products in the country of origin and three other countries.
6. NMRA may request for clarifications and/or additional documents during the course of evaluation.
7. Timeline for processing the application is 210 working days and will include stop clocks.
8. NMRA reserves the right to carry out an onsite inspection of the facility prior to approval, periodically, or in a situation of concern such as a serious quality issue or suspected forgery, on a risk based criteria.

6.2 Documents to be submitted along with the application:

- Site master file
- Letter of authorization and copy of the agreement between the manufacturer and the authorized importer
- Letter by responsible person of the manufacturer, certifying that the content submitted are true and accurate
- Copy of business registration of the authorized importer by registrar of companies.
- Copy of the wholesale license of the authorized importer by NMRA.
- Minimum of three COPPs issued to three different countries.
- Certificates of registration issued by three different authorities other than the country of origin.
- Copy of the last inspection report by the competent authority of the country of origin.
- Full inspection report(s) for inspections performed by competent NRAs within last five years.
- An undertaking by the manufacturer that it is agreeable to an onsite GMP inspection if and when required.
- CAPA and proof of CAPA implementation related to the last inspection report observations/deficiencies or any warning letters or equivalent regulatory actions (production line specific).
- The most recent product quality review(s) (PQRs) of the concerned products (WHO Technical Report Series No. 986 Annex 2) or equivalent documentation covering all required subsections and trend results.

- A list of any recalls in the last three years related to quality defective products.
- A copy of any warning letter or equivalent regulatory action issued by any competent authority to which the site provides or has applied to provide the product.

6.3 General requirements for documents

- All certificates, reports and other supporting documents should be in English.
- If a document is not in English, it should be submitted with a certified English translation.
- Documents must be the most recent and should reflect the current status of the manufacturer
- Copies of certificates, licenses, and diagrams relevant to the manufacturing plant should be legible.
- Content in Site Master File should clearly demonstration segregation of specific zones. Plans of relevant buildings or floors should be clearly labelled.

7. REFERENCES

- NMRA Act No. 05 of 2015
- Guidance on Good Practices for Desk Assessment for compliance with Good Manufacturing Practices, Good Laboratory Practices and Good Clinical Practices for marketing authorization of medical products; WHO Working document QAS/17.713, May 2017
- Regulatory guidance; GMP conformity assessment of an overseas manufacturer, Dec 2018; HSA Singapore,

8. ANNEXURES

- Application form for approval of an overseas manufacturing plant
- List of reference countries relevant to GMP inspection

9. FEEDBACK

9.1 Staff and customers may provide feedback about this document by emailing info@nmra.gov.lk.