

 World Health Organization	REGULATION AND PREQUALIFICATION DEPARTMENT	
	VACCINES ASSESSMENT TEAM	
TEMPLATE		
STANDARD LETTER A - NOTIFICATION VERIFICATION PROTOCOL WITHDRAWAL		
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Standard letter A - Notification verification protocol withdrawal

Dear Sir/Madam,

Proposed withdrawal of IMD-PQS product verification protocol

We refer to the WHO IMD-PQS product verification protocol <reference, title and date>. We write to advise you that it has been decided that this protocol no longer meets the needs of the immunization programme. The principal reasons for this are as follows:

< detail the reasons for withdrawal >

Your company currently has prequalified product(s) conforming to this protocol listed on the PQS database. As a matter of courtesy, we write to inform you that we intend to withdraw the protocol in six months' time on <dd.mm.yy>¹.

Yours faithfully,

¹ When a specification is withdrawn the prequalified products to which the document relates will also be withdrawn. This process is covered by IMD/SOP/11: *How to remove a prequalified product from the PQS database*. Effectively this letter is a pre-warning of withdrawal of prequalification status.