

WHO PUBLIC INSPECTION REPORT Finished Product Manufacturer
**WHO PUBLIC INSPECTION REPORT
(WHOPIR)**
Finished Product Manufacturer
Part 1: General information

Name of Manufacturer	Meditab Specialties Pvt Ltd
Unit number	NA
Production Block	NA
Physical address	352, Kundaim Industrial Estate Kundaim, Goa 403 115, INDIA
Contact address	Mr. Sajid A. Khalif Sajid.khalif@cipla.com
Date of inspection	13, 14 and 15 November 2013
Type of inspection	Routine
Dosage forms(s) included in the inspection	Tablets
WHO product categories covered by the inspection	1. Nevirapine tablets 200mg (HA039) 2. Lamivudine tablets 150mg (HA353) 3. Lamivudine, Zidovudine and Nevirapine tablets 150/300/200mg (HA365) 4. Lamivudine and Zidovudine tablets 150mg/300mg (HA060) 5. Efavirenz tablets 600mg (HA352)
Summary of the activities performed by the manufacturer	Production and control of pharmaceutical products

Part 2: Summary

General information about the company and site

The manufacturing site of Meditab Specialties Pvt Ltd, located in Goa, India, was inspected by the WHO prequalification inspection team on the above mentioned days.

Meditab Specialties Pvt Ltd started their operation in 1998. The site is spread over 2 acres. It is an associated unit of Cipla with a technical agreement in place. Most of the corporate quality policies followed by Cipla are used by Meditab Specialties. Cipla provides technical expertise to Meditab Specialties Pvt Ltd.

The site produces coated and uncoated tablets. The site does not produce penicillin, cephalosporin, or hormone products.

According to the company presentation, the site employed 173 personnel. The site operates a single shift from 8.30am to 5pm with a second shift when necessary and works 5 day alternating 6 day weeks.

History of WHO and/or regulatory agency inspections

This was the third WHO inspection of Meditab Specialties Pvt Ltd. The site had been inspected in 2009 and 2011.

In addition, the site had been inspected by following authorities:

- Nepal 2002,
- Zambia 2003,
- Netherlands 2004,
- Namibia 2007,
- UNICEF 2008,
- Malawi 2009,
- Ethiopia 2009,
- Kenya 2009,
- State FDA Goa 2011,
- WHO India 2011,
- MSF 2011,
- WHO Geneva 2011,
- MOH Ukraine 2012,

Focus of the inspection

The inspection focused on general principles of GMP and the production and control of **HA039**: Nevirapine 200mg tablets (already prequalified), **HA353**: Lamivudine 150mg tablets and **HA365**: Lamivudine, Zidovudine and Nevirapine tablets 150/300/200mg. The inspection covered most of the sections of the WHO GMP text,

including premises, equipment, documentation, materials, validation, sanitation and hygiene, production, quality control and utilities.

Inspected Areas

Day 1: 13th November 2013

- Organization Chart
- Job descriptions for key personnel
- Training procedures and records
- SOP PQR and PQR of selected products
- Change control: SOPs and summary list of changes
- Deviation management: SOPs and summary list of deviations
- CAPA and CAPA register
- Document Control
- Self-inspection
- Supplier qualification

Day 2: 14th November 2013

- Inspection of receiving area, quarantine, passed area, sampling, dispensing area and secondary packaging area
- Inspection of production area started with dispensed material store, clean equipment room, sifting area, spare parts room, granulation area, binder preparation room, washing area, blending area, spare parts room, compression area, purified water system, IPQC, coating area, bulk finished goods and primary packaging area (focus on bottle/container packing machine)

Day 3: 15th November 2013

- Inspection of quality control laboratory (chemistry and microbiology)
- Inspection of service area covering AHU, filter cleaning area, compressed air system
- Review of batch manufacturing record
- Review of equipment qualification
- Review of complaint & recall procedure and related documents
- Review of quality risk management
- Closed meeting with inspectors
- Exit meeting with site representatives

2.1 QUALITY ASSURANCE

The quality management system at site was broadly satisfactory and had systems in place to ensure the quality of products manufactured. There was an adequately designed and correctly implemented system of quality assurance incorporating GMP and quality control. It was documented and its effectiveness was monitored through self-inspections. All parts of the quality assurance system were adequately staffed with competent personnel, and there were suitable and sufficient premises, equipment, and facilities.

The issues raised were adequately addressed and will be verified during future inspections.

2.2 GOOD MANUFACTURING PRACTICES (GMPs) FOR PHARMACEUTICAL PRODUCTS

Products were consistently produced and controlled to the quality standards appropriate to their intended use and as required. Systems were in place to reduce the risk of cross-contamination and mix-ups.

The manufacturing processes for the reviewed products were defined and systematically reviewed, and shown to be capable of consistently manufacturing pharmaceutical products of the required quality that comply with their specifications.

The issues raised were adequately addressed and will be verified during future inspections.

2.3 SANITATION AND HYGIENE

A satisfactory level of sanitation and hygiene was practised on site. The scope of sanitation and hygiene covered personnel, premises, equipment and apparatus, production materials and containers, products for cleaning and disinfection, and anything that could become a source of contamination to the product. Potential sources of contamination were eliminated through the programme of sanitation and hygiene.

2.4 QUALIFICATION AND VALIDATION

The site had identified what qualification and validation work was required to prove that the critical aspects of their operations were controlled. In general, this area was found to be satisfactory.

2.5 COMPLAINTS

There was a system to record and investigate market complaints using SOP title Handling of Product Complaints. It was found to include the necessary clauses regarding notification to regulatory authorities and consideration of counterfeiting. The communication to the authorities were done by the product licence holder, Cipla Ltd. Target timelines were included for responding to complainants, based on the severity of the complaint. Escalation of complaints to recalls was also considered. The procedure included a flow chart describing complaints received from local and export markets.

2.6 PRODUCT RECALLS

There was a recall procedure which had described the deficiencies that would require a recall, the means of communication to be used, the timelines to conclude the recalls, composition of the recall committee and the parties to be informed while conducting a recall.

2.7 CONTRACT PRODUCTION AND ANALYSIS

The company did not carry out any contract production for organizations outside the Cipla group. Only specialized analytical procedures were contracted out and in such circumstances there was a contract that complied with the principles of GMP. The contracts defined the responsibilities of the contract giver and contract receiver.

2.8 SELF INSPECTION AND QUALITY AUDIT

Self-inspections were performed according to SOP. The procedure required inspectors to be independent from the function being inspected and a list of qualified inspectors was available. An annual schedule was available and covered all areas of the facility. Checklists were used, but inspections were not limited by these. The SOP included time-lines for reporting and closing self-inspections.

2.9 PERSONNEL

In general, the personnel met during the audit were experienced, knowledgeable and appeared competent. Adequate numbers of personnel were present to ensure completion of all necessary tasks.

2.10 TRAINING

Training requirements for all staff at the site were described in SOP. Induction, job specific and on-going training was included. Specific training given was formally assessed and records of training were maintained.

2.11 PERSONAL HYGIENE

Personnel were trained in personal hygiene procedures. Suitable entry facilities were provided with staff required to change into protective clothing and wash hands. Direct contact with product was avoided by operators wearing gloves. Arrangements were generally found suitable.

2.12 PREMISES

The location, design, construction and maintenance of the premises were suitable to support production and storage of quality products. The general condition of the room finishes was of a high order. The design supported unidirectional flow of the manufacturing processing and there was adequate space for placement and operation of the equipment. The construction of the premises plus the installation of equipment and utilities enabled effective cleaning and maintenance.

The issues raised were adequately addressed and will be verified during future inspections.

2.13 EQUIPMENT

There were adequate numbers of equipment for the production and testing products manufactured at the site. They were generally well designed, had been qualified and they were regularly calibrated and maintained. The contact parts for all equipment were made up of SS316 or SS316L. All pieces of equipment were identified and had the appropriate status labels (clean, previous product, current product) attached.

Some production equipment was designed with PLC control systems and the related software had been validated. There were use, cleaning and maintenance logs for each piece of equipment.

The issues raised were adequately addressed and will be verified during future inspections.

2.14 MATERIALS

There was a system for development, qualification, dequalification and requalification of vendors of Raw Materials and Packaging Materials. This procedure was generally well implemented and a comprehensive list of approved vendors existed. This list was always followed in procurement and receiving of materials reviewed. The system of vendor approval included a comprehensive questionnaire filled by the manufacture, testing of a pre-shipment sample and, when found necessary, auditing of the facilities of the vendor and/or production of pilot batches. The vendors for all the APIs for products under WHO prequalification had been audited.

All containers of active and inactive materials were sampled and tested for identification. There was a procedure for making composites and the maximum number of samples that could be pooled was defined.

The storage conditions of all materials were defined and a list was available at the receiving area to guide the staff to place the material in the right area.

Packaging materials were purchased from approved vendors. Each consignment was quarantined, sampled and tested before release for use.

The packaging materials were housed on the lower ground floor. All areas were clean and tidy. All items were stored in containers with their status clearly displayed.

The issues raised were adequately addressed and will be verified during future inspections.

2.15 DOCUMENTATION

There was a procedure for preparation, review, approval and authorization of standard operation procedures. For products reviewed, there was a master formula, specification of starting and packaging materials, production and packaging instructions, batch processing and packaging records, finished product specifications, standard testing procedures and corresponding results. The documents carried a unique number and their documentation, change and retrieval were well controlled by the quality assurance department.

The issues raised were adequately addressed and will be verified during future inspections.

2.16 GOOD PRACTICES IN PRODUCTION

There were written procedures and records to manage the receipt, quarantine, sampling, labelling, storage and dispensing of materials; cleaning of equipment and premises; processing, packaging and distribution of products. All production operations followed the written and approved SOPs and all operating conditions were properly recorded in the BMR.

Any deviations from the approved procedures were investigated and their impact assessed before taking appropriate action. Limits for yield had been set at different stages of production and packaging and any results beyond the limits were investigated and documented.

The equipment used in processing and packaging had been qualified and the processing and cleaning procedures had been validated.

The issues raised were adequately addressed and will be verified during future inspections.

2.17 GOOD PRACTICES IN QUALITY CONTROL

The quality control laboratory had adequate facilities in form of space, equipment, reagents and chemicals to test all starting material, packaging materials, intermediates and finished products before release for use or distribution.

Part 3: Conclusion

Based on the areas inspected, the people met and the documents reviewed, and considering the findings of the inspection, including the observations listed in the Inspection Report, as well as the corrective actions taken and planned, *Meditab Specialties Pvt Ltd, 352, Kundaim Industrial Estate, Kundaim, Goa 403 115, India* was considered to be operating at an acceptable level of compliance with WHO GMP guidelines.

All the non-compliances observed during the inspection that were listed in the full report as well as those reflected in the WHOPIR, were addressed by the manufacturer, to a satisfactory level, prior to the publication of the WHOPIR

This WHOPIR will remain valid for 3 years, provided that the outcome of any inspection conducted during this period is positive.