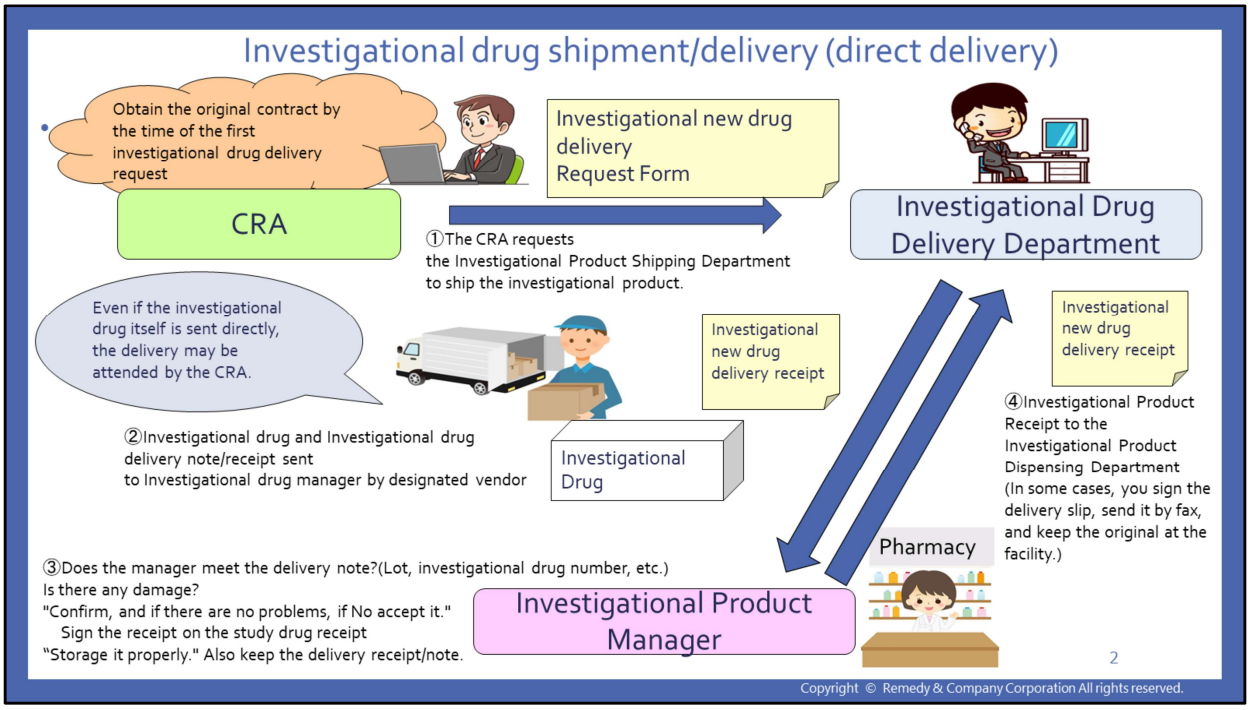
Good day everyone! Today, we will be discussing about investigational new drug.



First and foremost, it is critical to ensure that the original contract is in hand before the first request for the delivery of an investigational drug has been made.

This contract is crucial as it outlines the terms and conditions of the investigational drug delivery.

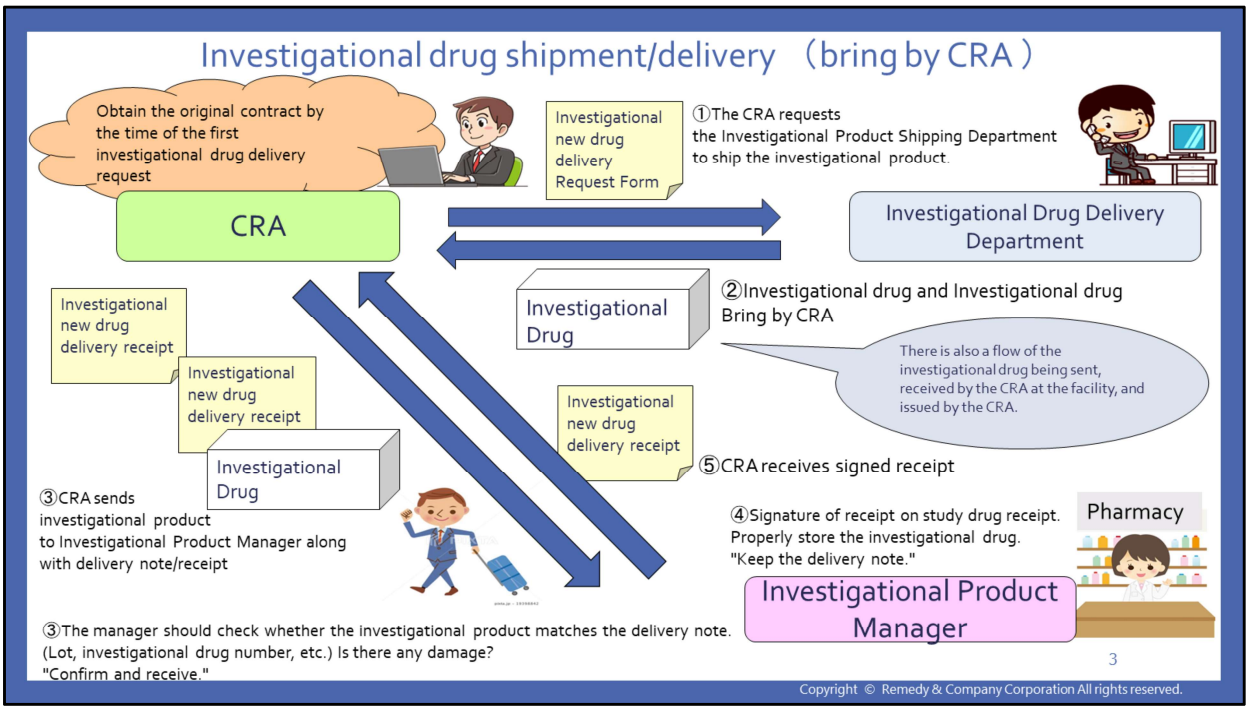
Once the contract is in place, the Clinical Research Associate, or CRA, will request that the Investigational Product Shipping Department initiates the shipment of the investigational product.

In some instances, the CRA might accompany the delivery - ensuring a direct and secure delivery of the investigational drug.

On arrival, the investigational drug and delivery note - or receipt - will be sent to the investigational drug manager. This step is carried out by the designated vendor. In some cases, the receipt confirmation involves signing the delivery slip, setting by tax and preserving the original paperwork at the facility.

Next, the manager reviews the delivery details. Specifically, they verify the lot and investigational drug number and check for any signs of damage. If the manager verifies that there are no issues, they accept the shipment. However, if any discrepancies or damages are found, appropriate measures should be taken according to the guidelines set out in the original contract.

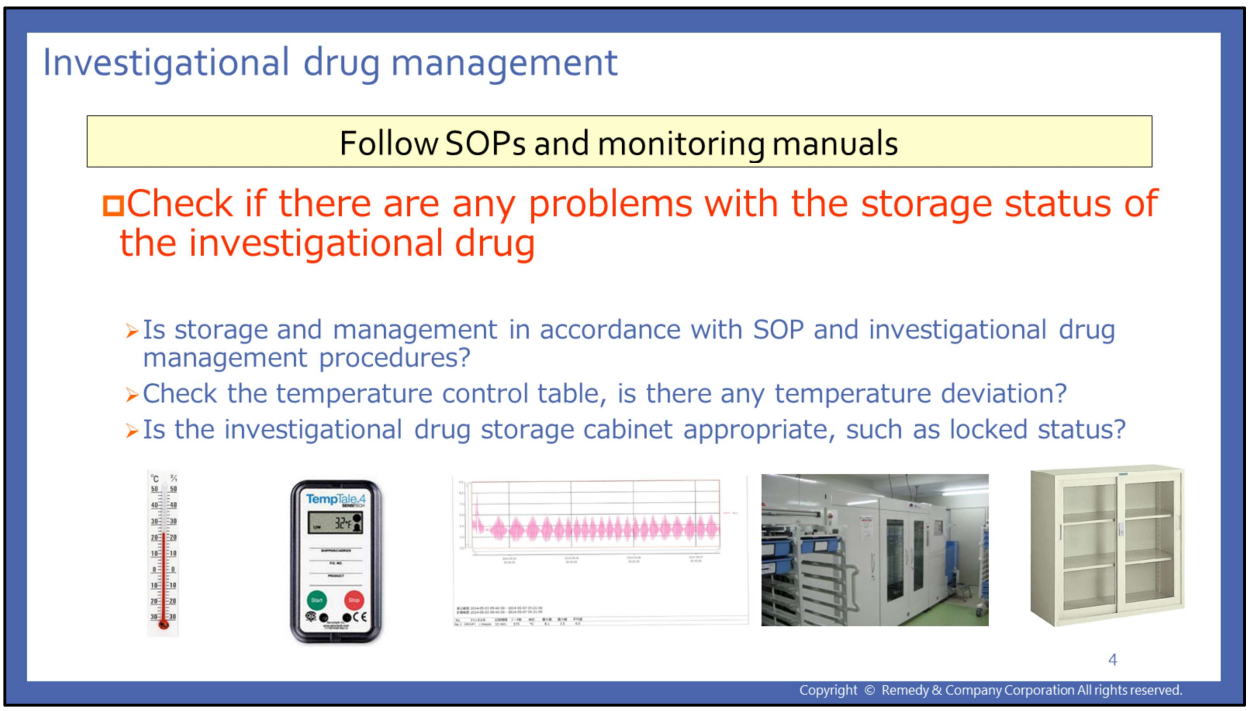
Following the acceptance of the delivery, the manager signs off on the study drug receipt and ensures the drug is stored properly. The delivery receipt or note is also stored securely, marking the completion of the process.



In the process of the investigational drug shipment/delivery, firstly create investigational drug shipping request form, and then submit to administrator.

The person in charge of management sends the investigational drug to the CRA.

The CRA delivers the investigational drug along with the investigational drug delivery note, investigational drug management procedure manual, and investigational drug management table to HP's investigational drug manager and obtains an investigational drug receipt.



Investigational drugs form a crucial element of clinical trials, the systematic investigation designed to evaluate the safety and effectiveness of new medications or medical devices on humans.

For the accurate outcomes of a clinical trial, we need to ensure that the trial drugs are stored and managed appropriately in accordance with our SOPs and the investigational drug management procedures.

Let's first talk about the storage status of these drugs. Ensuring proper storage is crucial in maintaining the integrity and quality of investigational drugs. This includes a careful examination of storage facilities and conditions.

Central to this is monitoring the temperature at which these drugs are stored. We should regularly check the temperature control log for any deviation from the required levels. Fluctuations in temperature can directly influence the effectiveness of the drugs being tested and can lead to inaccurate results.

The physical security of the investigational drug is also important for preserving its integrity. For example, the storage cabinets for these drugs should be appropriately secured, often implying that they should be locked. It helps in preventing any undesired and unauthorized access while safeguarding the quality and integrity of these drugs.

Investigational drug management

Confirm that there is no shortage of investigational drug

- Even if it is managed by the IWRS system, etc., caution should be exercised when the monitor requests the shipment of the investigational drug.
- Pay attention not only to the number of inventories, but also to ensure that there is no shortage of investigational drugs that can be used by subjects within the expiration date.

Site ID	Lot No.	Exp. date	Units Shipped	Unit Total Returning	Comments
15001	20170301	31 Aug 2018	10	8	
15001	20180301	31 Aug 2019	5	0	
15002	20180301	31 Aug 2019	10	5	
15003	20180301	31 Aug 2019	5	1	

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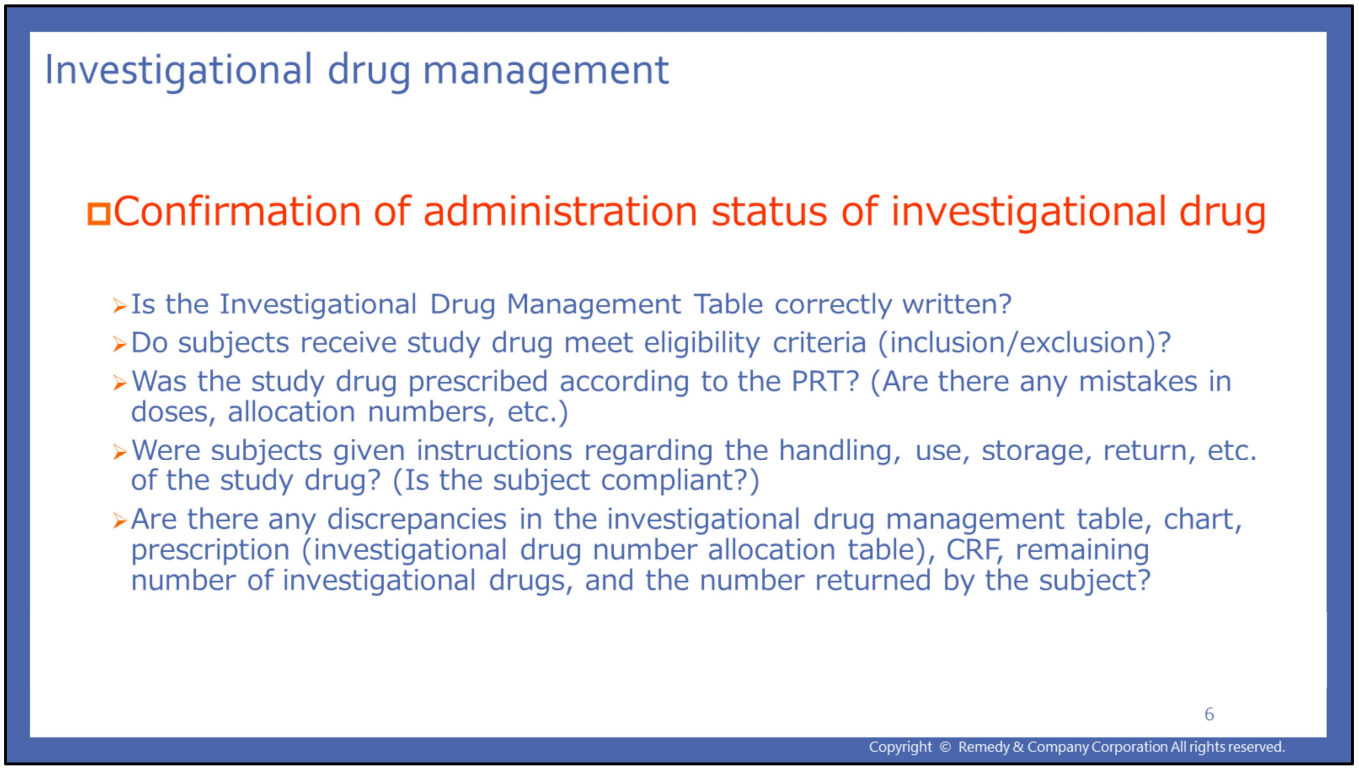
We will begin by emphasizing the importance of ensuring no shortage of investigational drugs, even if they are controlled by the Interactive Web Response System (IWRS). The need for caution, particularly when a monitor requests shipment of these drugs, is something that we cannot afford to overlook.

My focus will not be merely on the count of inventories. We would stress on the imperative need to make sure that there are ample investigational drugs, that are within their expiration date, and thus safe for our subjects to use.

For example, let's take a look at the data provided here. You will see we have a site number, 15001, with two different lot numbers indicating two separate batches of the investigational drug.

In the first batch with the lot number 20170301, which expires at the end of August 2018, we initially shipped 10 units. Out of these, 8 units were returned. This leaves us with an inventory of only 2 units from the first batch that are still available to be used by subjects.

In the second batch, with lot number 20180301, which has an expiration date of the end of August 2019, we initially shipped only 5 units. However, since no units were returned from this batch, we still have all 5 units at our disposal for use by subjects.



We would like to discuss the essential aspects of Investigational Drug Management. This is a key process in clinical trials, which ensures that the investigational drug's administration status is accurate, ensuring the credibility and validity of the trial.

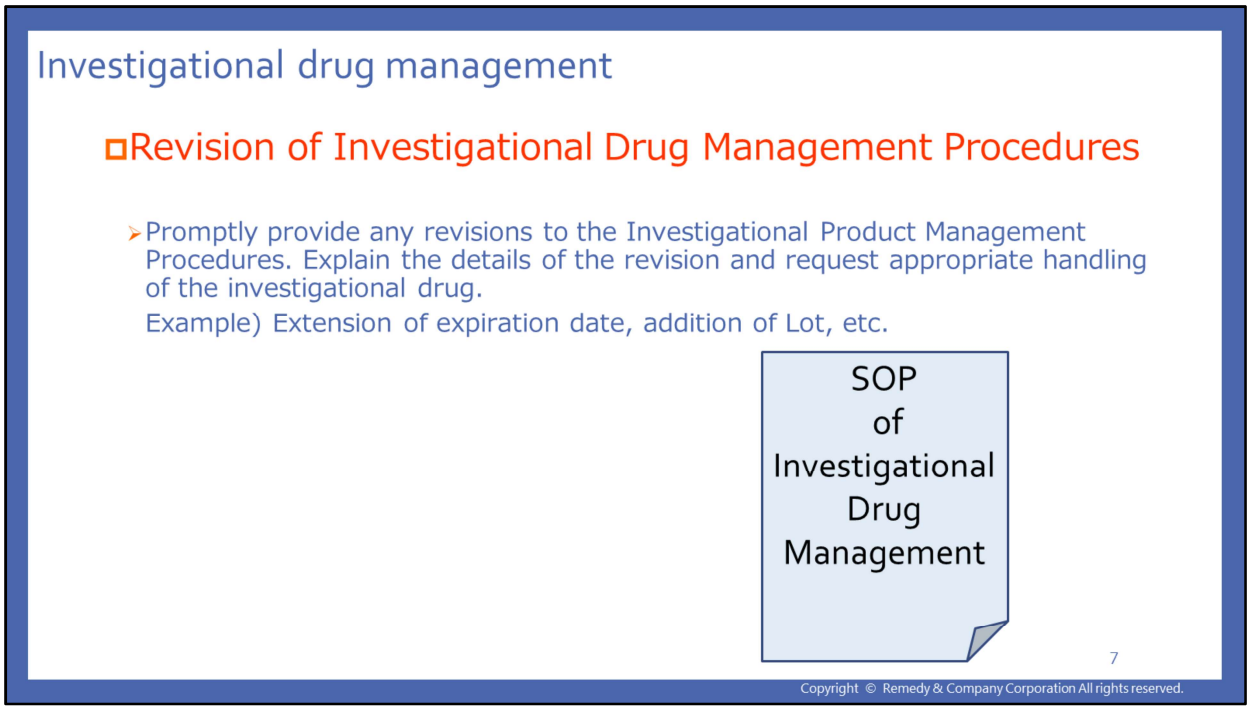
Confirmation of the Administration Status
Our first focus is on the administration status of the investigational drug. We need to ask the following critical questions: Is the Investigational Drug Management Table correctly written? Is the prescribed drug intake matching our records?

Clinical Trial Eligibility
Even before the drug administration, we need to ensure that all subjects enrolling for the trial are eligible according to the criteria defined in the protocol, including both inclusion and exclusion criteria. We must make regular checks to ensure this remains the case throughout the study.

Prescription of the Investigational Drug
We also need to verify if investigational drugs are prescribed accurately according to the Patient Randomization Table (PRT). This includes checking for any errors in doses, allocation numbers, etc. Ensuring this safeguards potentially harmful or skewed trial results.

Instructions to Subjects
Moreover, it is crucial to monitor whether the subjects have been given clear and accurate instructions about the handling, use, storage, and return of the drug. We should also assess the subject's compliance with these instructions.

Discrepancies in Investigational Drug Management
Lastly, we need to be vigilant for any discrepancies between the investigational drug management table, investigational drug number allocation table, charting of drugs, CRF (Case Report Form), and the remaining number of investigational drugs, along with the number of returned drugs by the subjects.



An investigational drug or investigative new drug, depending on your region, is a pharmaceutical form under investigation or development. The management of these drugs is crucial to ensure safety, regulatory compliance and efficacy in clinical trials.

Our objective is to communicate how to provide prompt revisions to our Investigational Product Management Procedures and how to handle these drugs appropriately after such revisions, such as an extension of the expiration date or addition of a new batch or Lot.

Firstly, it is essential that any revision to our investigational drug management procedure be communicated promptly and accurately. This ensures that all parties, including the investigators, health authorities and ethics committees, are fully aware and have the latest up-to-date information.

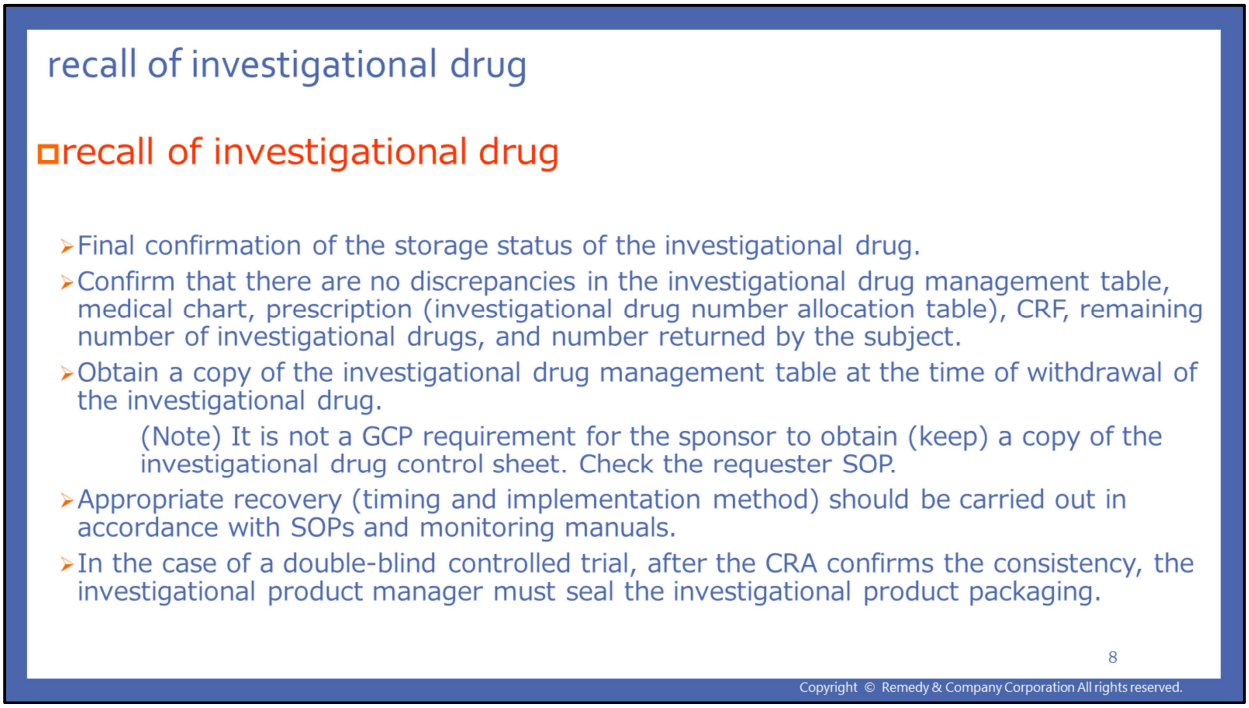
When providing revisions, imagine you are answering these core questions: what's been revised, why it was necessary, how it's different from the old version, and what the implications are.

If we take an example of extending the expiration date of an investigational product, we first understand why this was necessary - was it a manufacturing issue, improved stability data, or a delay in the trial? Then, we discuss how this impacts the original quality and safety profile of the drug.

In the case of adding new batches or lots, we should include the source of the additional batch, reasons for inclusion, and any variances in processing or formulation compared to the existing lots. It's crucial to communicate how this can impact the safety, efficacy, or analytics of your clinical trial.

All these updates should be requested in a systematic and organized manner, ensuring that each detail is well-documented, justified, and communicated to every related person or authority.

The Standard Operating Procedure (SOP) of Investigational Drug Management serves as a guiding document for all such actions.



We will be discussing the procedure for recalling an investigational drug.

This is an essential task that involves several critical steps to ensure the integrity, safety and effective conclusion of a clinical trial.

The first step is to finalize the confirmation of the storage status of the investigational drug. It is imperative that the drug has been stored properly and there have been no breach of the storage protocols.

Next, we need to confirm that there are no discrepancies in the investigational drug management table. We should cross-verify the information on the management table, medical chart, prescription with the investigational drug number allocation table, a Case Report Form, and the numbers of investigational drugs remaining and returned by the subject.

Following this, we're required to obtain a copy of the investigational drug management table at the time of the drug's withdrawal. For clarity, it's not a requirement of the Good Clinical Practice (GCP) guidelines for the sponsor to retain a copy of the investigational drug control sheet. However, this may be required as per the requester's Standard Operating Procedure.

Subsequently, a suitable recovery process should be carried out in accordance with the trial's SOPs and monitoring manuals. This involves ensuring proper timing and implementation methods for drug recovery.

We would like to guide you through the process of sealing the investigational drug in Japan, once its contents have been verified by the Clinical Research Associate or CRA.

After confirmation, the next crucial step is to return the investigational drug into its original packaging box. Now, here's where a vital aspect comes in - the sealing sticker. It's essential to attach this sticker to the unsealed part of the packaging. This is the boundary between the lid and the box itself.

This process isn't optional, but rather a strict protocol determined by the organization or requester. In some cases, the investigational drug manager is required to stamp a countermark onto this sticker for enhanced security and regulation compliance.

It's important to note that the sealing sticker is intelligently designed. The peculiar yet functional aspect of this sticker is that if you attempt to peel it off, it leaves a trace of tampering or opening. It isn't just a sticker, but a robust security measure known as a security sticker.

In essence, this method helps us maintain the integrity of the investigational drug and its packaging, ensuring that it isn't compromised from the moment of its sealing till the time it reaches the end-user.

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