ISO 22716: Good Manufacturing Practices (GMP) Awareness Training for Cosmetic Industry

Do you know the guidelines of ISO 22716?
Do you have sufficient knowledge to register GMP for Cosmetic Industries?

Introduction

The GMP Guidelines have been produced to offer assistance to the cosmetic industry in compliance with the provisions of the ASEAN Cosmetic Directive. The course is for the manufacturers to develop its own internal quality management system and procedures and to minimize the risk of adulteration or misbranding of cosmetic products. ISO 22716 is the new guidance for Good Manufacturing Practices (GMP) for the cosmetics manufacturing industry and describes the basic principles of how to apply GMP in a facility that produces finished cosmetic products. The training has been designed to introduce the requirements of Good Manufacturing Practices (GMP) for the Cosmetic Industry following the ISO 22716:2007. It is a management system approach to documenting and regulating the production, control, storage, and shipment of cosmetic products with detailed discussion in key areas of concern ranging from the facilities to personnel to material control to corrective and preventive measures and record keeping. This will help the organization to practical methods for managing the many factors that can affect product quality.

Program Objectives

This training aims to:

- Understanding of the pharmaceutical product supply chains for cosmetic products from the producers of raw materials to manufacturers of finished products.
- Build a quality management system (QMS) according to the GMP principles and following the ISO 22716 articles will be explained.
- Meet the quality standards appropriate to their intended use to assure consumer's health and benefit.

Learning Outcomes

After completing this training, participants should be able to

- Explain the principles, processes and techniques used for GMP and the significance of these for the Cosmetic Industry
- Explain the importance of Good Manufacturing Practices (GMP) in ensuring patient safety and benefits

- Find and continuously implement the current GMP requirements and updates frequently
- Implement data integrity regulations
- Produce GMP-compliant documents, records and written procedures
- Prepare for regulatory inspections as well as internal and supplier audits

Who Should Attend?

The training is an introduction for anyone involved in the development, implementation and management of GMP for the Cosmetic Industry, particularly relevant for those organizations that produce cosmetic products and need to become compliant to GMP. This course is designed for production and quality control professionals in the cosmetic industry. It will be particularly beneficial for individuals responsible for compliance or quality assurance such as quality auditors, regulatory affairs professionals, production auditors, regulators, training and production managers, as well as anyone interested in effective GMP compliance tools and techniques. Professionals working with finished pharmaceuticals, combination products or devices will also gain insight on how to better structure their respective quality systems. It will be especially valuable Business Decision Makers, Research and Product Development Personnel, Technology, Formulation and Product Development Personnel, Marketing and Technical Sales Personnel, Regulatory Affairs Personnel, Production Personnel, Quality Control Personnel, Quality Assurance Personnel and Quality Systems Auditors.

Methodology

Informative lectures reinforced by films, group discussion and practical sessions, gamification, presentation, role-play, simulation, videos, quiz.

Program Outline

Time	Day One
9.00am– 10.30am	**Fundamental Requirement of ISO 22716** In this module, the participants would look at the materials receiving — material sampling and incoming goods and quarantine as the requirement of ISO 22716.
10.30am-11.00am	**Break and Networking**
11.00am-1.00pm	**Requirement of ISO 22716: The Premises and Equipment** The topics that would be covered in this module include starting materials storage, weighing and dispensing, processing, storage of bulk products and packaging.
1.00pm-2.00pm	**Lunch Break and Networking**
2.00pm-3.30pm	**Requirement of ISO 22716: The Storage** In this module, the participants would look at the quarantine storage before the final release of products, storage of finished products, loading and unloading, laboratories and the equipment of washing.
3.30pm-4.00pm	**Break and Networking**
4.00pm-5.00pm	**Requirement of ISO 22716: Equipment** In this module, the participants would look at the requirement of equipment. The participants would learn the design and construction, location and installation and the maintenance.

Time	Day Two
9.00am– 10.30am	**Sanitation and Hygiene** In this module, the participants would look at sanitation and hygiene in terms of personnel, premises, equipment and apparatus.
10.30am-11.00am	**Break and Networking**
11.00am-1.00pm	**Documentation** The participants would look at the documentation in terms of the specifications and the production documents. In terms of specifications, the participants would look at the raw and packaging material, and bulk and finished products. In terms of production documents, the participants would look at master formula, batch manufacturing record (BMR) and records for quality control.
1.00pm-2.00pm	**Lunch Break and Networking**
2.00pm-3.30pm	**Production** In this module, the participants would look at the starting materials, batch numbering system, weighing and measurement, procedure and processing, dry products, wet products, labelling and packaging and the finished product.
3.30pm-4.00pm	**Break and Networking**
4.00pm-5.00pm	**Quality Control** In the last module, the participants would focus on the quality control as the requirement of ISO 22716. In this module, the participants would look at the reprocessing and the returned products as the quality control.