Charter For EQPA Engagement Board

Version 2

Purpose

- (Net)working group for active involvement by EQPA members
- Provide feedback to EQPA Board members on hot topics among fellow QPs
- Interested members will meet approx. every 1-2 months (usually online)

Targets and proposals will be endorsed by EQPA board

- Provide comments to existing and upcoming regulations
- Contribute abstracts and publications in EQPA newsletter
- Identify evolving areas from EQPA members feedback including discussion forum, summarize, categorize
- Contribute to EQPA positions/position papers on selected topics
- Raise ideas for simplification or strengthening of GMP rules
- Suggest Q&As or positions in the name of EQPA to selected topics
- Suggest topics for surveys and contribute to the preparation, analysis and reporting of such surveys

Participation

- EQPA Board will endorse volunteers to become members of the Engagement Board
- EQPA Board may limit the number of participants to the Engagement Board

Potential topics for elaboration may be proposed by members of the group or EQPA board.

Approved by-03. March 2026 on behalf of the EQPA board

Dr Ulrich Kissel
Chairman
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Annex 1
Ideas for topics:

- Best practice: How to work in organizations with more than one QP
- Position to Remote certification
- Best practice: how to perform imports from USA
- Position to certification as a process
- Job description QP (finalized with new version of job description in 2025)
- One or more of the following topic list not yet covered by the Good Practice Guide for QPs:
    - Clarification on qualified electronic signature for register and certificate
    - Location requirements of server location for GMP relevant data
    - Chapter on quality of utilities (qualification, control, monitoring)
    - Chapter on single use systems (qualification, quality control, incoming goods control)
    - Chapter on MAH, sponsors, legal representative´s GMP responsibilities, regulatory dossier, variations/change control to dossier/CTA and link to certification (in compliance to dossier)
    - A chapter on Markting Authorization Dossier/IMPD, contents, use for certification, regular review by QP
    - New pharmaceutical legislation
    - Quality Agreements and other contracts – role and involvement of the QP

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Annex 2

Endorsed members of the EQPA Engagement Board

1. Ms. Heike Meichsner, QP at Dr. Falk Pharma GmbH, Freiburg, Germany
2. Ms. Alexandra Szymczak, DELPHARM, Poznań, Poland
3. Dr. Nina Langoth-Fehringer, Pharma Consultant, Vienna, Austria
4. Ms. Sylwia Döller, ABF Pharmaceutical Services GmbH, Wien, Austria
5. Dr. Sonja Puz, QA at Globopharm Pharm. Prod.- und HandelsgmbH, Vienna, Austria
6. Ms Aoife Eyre, IMP QP at Jazz Pharmaceuticals Ltd., Dublin, Ireland

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