

RESPONSIBLE PERSON FOR GDP REFRESHER COURSE

1 DAY COURSE

PRACTICAL INFORMATION

This training is a supplement to our successful RP for GDP course. Learn GDP news and importance of risk management within a GDP quality system. Learn more on management of distribution and transport.

Audience	Anyone who followed a RP training in the past and needs to update his or her knowledge.
Time	08u30 - 09u00 Registration & Coffee 09u00 - 17u00 Course (lunch included)
Location	Quastion Learning Center Leuvensesteenweg 643, 1930 Zaventem
Course fee	€899 per participant (exclusive 21% VAT) this includes: <ul style="list-style-type: none">✓ exclusive learning approach✓ personal course documentation✓ course certificate after completion✓ breakfast, coffee & water✓ networking
Payment	The course fee is payable after we confirm your registration. We would like to receive it before the course, on the account of Qplus Consult bvba: IBAN: BE82 0016 3318 6168 SWIFT/BIC: GEBA BE BB The reference will be a unique ordercode, which you will receive after we receive your filled-in signup form.

[See the next page for the course program](#)

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PROGRAM

Management of Authorized Activities

- Which activities (purchase, storage, supply, export)
- Type of products (cold chain, psychotropics, ...)
- Supply chain of products (physical + financial flow):
from manufacturer to customer
- Samples

Quality Management System

- Activities, processes, responsibilities
- Structure
- GDP risk assessment

Complaint Handling

- Quality vs distribution
- RP oversight
- Timelines + link with recall and PV
- Interaction with supplier, warehouse, transporter

Returns

- Risk based approach
- Visual check
- Document check
- Declaration storage conditions

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SIGN UP FORM

Please fill in the registration form, and send this as an attachment to quastion@qplusconsult.com. Our General Terms and Conditions and Privacy Policy are hereby accepted (see bottom of the page).

You will receive a confirmation of your registration as soon as we finish handling this form. We will also send you a request for payment, with the total amount due and your unique ordercode. The invoice will be issued after the payment is received.

Course date (please check a box)

1/10/2020

6/10/2020

Company details

company name _____

VAT-number _____

address _____ postal code _____

city _____ country _____

e-mail address _____

if eligible for KMO-portefeuille, please check a box:

Small Enterprise

Medium-sized Enterprise

Participants (fill in a second form if you are more than six participants)

	first name	last name	possible food restrictions
1	_____	_____	_____
2	_____	_____	_____
3	_____	_____	_____
4	_____	_____	_____
5	_____	_____	_____
6	_____	_____	_____

General terms and conditions: If you cannot attend the event you have two options: 1. We are happy to welcome a substitute colleague at any time. 2. If you have to cancel entirely, we ask you to inform us via mail at quastion@qplusconsult.com. In this case we must charge the following processing fees: Cancellation - until 2 weeks prior to the course 10 %; - until 1 week prior to the course 50 %; - within 1 week prior to the course 100 %. Qplus consult reserves the right to change the materials, instructors, or speakers without notice or to cancel the course. If the course must be cancelled, registrants will be notified as soon as possible and will receive a full refund of fees paid. Qplus consult will not be responsible for discount airfare penalties or other costs incurred due to a cancellation. Full text of Terms and Conditions is published on our website www.quastioncourses.com.

Terms of payment: Payable without deductions before the date of the course.

Important: This is a binding registration and the course fees are due in case of cancellation or non-appearance. If you cannot take part, you have to inform us in writing. The cancellation fee will then be calculated according to the point of time at which we receive your message. In case you do not appear at the course without having informed us, you will have to pay the full registration fee, even if you have not made the payment yet. Only after we have received your payment, you are entitled to participate in the course (receipt of payment will not be confirmed).

Privacy Policy: By registering for this course you accept this Privacy Policy: I accept the processing of my Personal Data. Qplus consult will use my data for the processing of this order, for which I hereby declare to agree that my personal data is stored and processed. Qplus consult will only send me information in relation with this order or other activities of Qplus consult. My personal data will not be disclosed to third parties. I note that I can ask for the modification, correction or deletion of my data at any time via the contact form on the website www.quastioncourses.com. Full text of Privacy Policy is published on our website www.quastioncourses.com.