

List of documents submit to BLQS for inspection

Test facility name:

Address:

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No.	List of Document	Folder No.	Remarks
1.	Application Form no.5 (F 07 15 025): Applications form for GLP compliance test facility.		
2.	Application Form no.6 (F 07 15 026): Detail of specific information for GLP compliance test facility.		
3.	Application Form no.7 (F 07 15 027): Self-evaluation complying with OECD Principles of Good Laboratory Practice		
4.	Location maps of the Test Facility and nearby landmark building.		
5.	Organogram.		
6.	Copy of the official company registration bored the authorized personnel names.		
7.	Copy of trade registration or the commercial license.		
8.	Power of attorney.		
9.	Nomination a GLP staff member as a coordinator to BLQS, DMSc.		
10.	Floor plan of the testing facilities.		
11.	Master schedules of all completed and on-going studies.		
12.	Full set of SOPs (include list of SOPs).		
13.	List of equipment.		
14.	Quality Manual or other names.		
15.	Study plan and Final report.		
16.	List of personnel and Curriculum vitae.		
17.	OECD Test Guidelines or other test guideline or method.		
18.	2 removable drives contain all information 1-17.		

Signature of sender:

(.....)

Date:

Signature of receiver:

(.....)

Date: