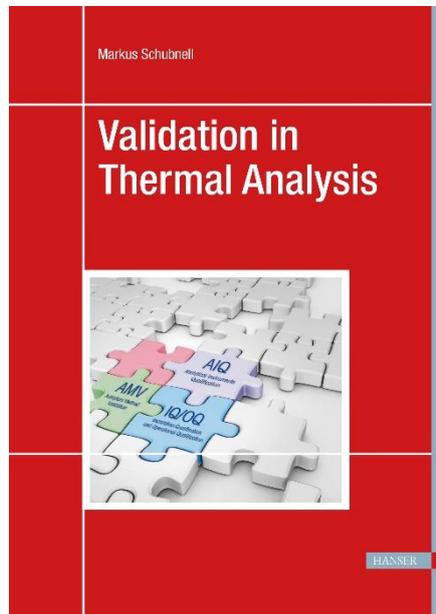


HANSER



Sample Pages

Validation in Thermal Analysis

Markus Schubnell

ISBN (Book): 978-1-56990-906-5

ISBN (E-Book): 978-1-56990-907-2

For further information and order see

www.hanserpublications.com (in the Americas)

www.hanser-fachbuch.de (outside the Americas)

© Carl Hanser Verlag, München

List of Contributors

Prof. Dr. S. Affolter

Institut für Werkstofftechnik und Kunststoffverarbeitung
Eichwiesenstrasse 18b
8645 Rapperswil-Jona
Switzerland
www.iwk.hsr.ch

Dr. R. D. McDowall

Director, R D McDowall Limited
73 Murray Avenue
Bromley, Kent, BR1 3DJ
United Kingdom
www.rdmcdowall.com

Dr. M. Schmid

inspire AG
Innovation Centre for Additive Manufacturing
Fürstenlandstrasse 1225
9014 St. Gallen
Switzerland
www.inspire.ethz.ch

Dr. R. Riesen, Dr. M. Schubnell, Dr. M. Wagner

Mettler-Toledo GmbH
Application Specialists Thermal Analysis
Heuwinkelstrasse 3
8606 Nänikon
Switzerland

Prof. Dr. W. Wegscheider

Montan University Leoben
Departement für Allgemeine, Analytische und Physikalische Chemie
8700 Leoben
Austria

Contents

Preface to the First Mettler-Toledo Edition	3
Preface to This Hanser Edition	3
List of Contributors.....	5
Contents	7
Introduction.....	15
Part 1: Validation of Computerized Systems.....	16
1 Changes in Regulations and Regulatory Guidance Since the First Mettler-Toledo Edition	16
1.1 Data Integrity	16
1.1.1 Regulatory Authority Data Integrity Guidance Documents	17
1.1.2 Industry Data Integrity Guidance Documents	18
1.1.3 ALCOA+ Criteria for Integrity of Laboratory Data	18
1.1.4 Static and Dynamic Data	20
1.1.5 Data Integrity Guidance Summary.....	20
1.2 Updating EU Good Manufacturing Practice (GMP) Regulations.....	21
1.3 USP <1058> Analytical Instrument Qualification	21
1.4 GAMP 5 Guide and Validation of Laboratory Systems Good Practice Guide.....	23
1.5 Validation of Analytical Procedures.....	23
1.6 A Data Integrity Model.....	24
2 Instrument Qualification, Computerized System Validation and Method Validation.....	26
2.1 Terminology.....	26
2.1.1 What is a Computerized System?.....	26
2.1.2 Instrument Calibration and Adjustment	27
2.1.3 Analytical Instrument Qualification (AIQ).....	28
2.1.4 Computerized System Validation (CSV)	30
2.1.5 Reconciling Analytical Instrument Qualification and Computerized System Validation	32
2.1.6 Different Aims of Computerized System Validation IQ and OQ	33
2.1.7 Future of the 4Qs Model.....	33
2.1.8 Analytical Method Validation (AMV)	34
2.1.9 AIQ, CSV and AMV Interrelationships	34
2.2 Apply Validated Methods Using Qualified Instrumentation	35
2.3 Distinguishing between Analytical Instrument Qualification and Method Validation	35
2.3.1 What is Done in AIQ and What is Done in AMV?.....	36
2.3.2 Impact of AIQ on Method Transfer	36
3 Regulatory Requirements for Computerized System Validation.....	37
3.1 Regulatory Agencies	37
3.2 Responsibility for Computerized System Validation.....	37
3.3 Regulations and Guidelines Impacting a Computerized System	38
3.3.1 FDA Good Manufacturing Practice (GMP) 21 CFR Part 211	38
3.3.2 Quality System Regulation for Medical Devices: 21 CFR Part 820.....	40
3.3.3 ICH Q7(R1): GMP for Active Pharmaceutical Ingredients.....	40
3.3.4 Electronic Records and Electronic Signatures: 21 CFR Part 11	41
3.3.5 European Union GMP Annex 11 for Computerized Systems.....	42
3.3.6 FDA Guidance on General Principles of Software Validation.....	44

3.3.7	FDA Guidance on Computerized Systems Used in Clinical Investigations	44
3.3.8	PIC/S Guidance for Computerized Systems	44
3.3.9	Summary of Regulatory Requirements	45
3.4	ISO 17025: 2017	45
3.5	Warning Letters and Observations Involving Data Integrity and Computerized System	46
3.5.1	Quality Management System Failures	47
3.5.2	Instrument Citations	48
3.5.3	Citations for Lack of Laboratory Controls	49
3.5.4	Failure to Have Complete Laboratory Records	49
3.5.5	Key Data Integrity and CSV Inspection Learning Points	50
4	Computerized System Validation.....	51
4.1	Why Bother to Validate Your Computerized System?	51
4.2	What is Computerized System Validation (CSV)?	51
4.2.1	Principles of Computerized System Validation	53
4.2.2	Computerized System Validation Assumptions and Misconceptions	55
4.2.3	Problems with Computerized System Validation	57
4.3	Life Cycle Approach to Validation.....	58
4.3.1	Specifying the System	59
4.3.2	Interpreting the SDLC Deliverables for a Computerized System.....	60
4.3.3	Limitations of the V Model	63
4.3.4	Flow Chart of Computerized System Validation Activities.....	64
4.3.5	Document Controls	65
4.4	Computerized System Validation Roles and Responsibilities.....	65
4.5	Following the Corporate Computerized System Validation Policy	67
5	Writing the User Requirements Specification (URS).....	68
5.1	What Do the Regulators Want?	68
5.1.1	FDA, GMP and GLP Predicate Rules.....	68
5.1.2	European Union GMP.....	68
5.1.3	PIC/S, Good Practices for Computerized Systems in “GXP” Environments	68
5.1.4	General Principles of Software Validation	68
5.1.5	Regulatory Summary	68
5.2	Business Rationale for Writing a URS.....	68
5.3	Contents of a Computerized System URS.....	69
5.3.1	When to Write the URS	69
5.3.2	Link the URS to a Specific Software Version.....	69
5.3.3	Sections of the URS.....	69
5.3.4	General Guidance for Writing the Requirements	71
5.3.5	URS Issues to Consider	72
5.3.6	Making the Requirements Traceable.....	72
5.3.7	Reviewing the URS.....	73
5.4	Writing Testable Requirements	73
5.4.1	How Not To Do It.....	73
5.4.2	Writing Well-Formed and Testable Requirements	74
5.4.3	Key Criteria for User Requirements	75
5.5	Documenting System Configuration and Customization	75

6	Auditing the System Supplier	76
6.1	What Do the Regulators Want?	76
6.1.1	Preamble to 21 CFR Part 11 Final Rule:	76
6.1.2	PIC/S Guidance, Good Practices for Computerized Systems in “GXP” Environments	76
6.1.3	EU GMP Annex 11	76
6.1.4	Regulatory Requirements Summary.....	76
6.2	Rationale for a Supplier Audit.....	77
6.2.1	ISO 9001: Saint or Sinner?	77
6.2.2	ISO 9001 and ISO 90003	77
6.2.3	Marketing Literature and Contracts	78
6.3	When Do I Audit the Computerized System Supplier?.....	79
6.3.1	On-Site or Remote Audit?	79
6.3.2	Remote Supplier Audit	79
6.4	On-Site Supplier Audits.....	80
6.4.1	The Scope of an On-Site Audit	82
6.4.2	The Role of an Audit Checklist	83
6.4.3	Writing the Report	84
6.4.4	Using the Supplier Audit to Reduce PQ Testing.....	84
7	Installation Qualification and Operational Qualification (IQ and OQ)	85
7.1	What Do The Regulators Want?	85
7.1.1	EU GMP Annex 11	85
7.1.2	PIC/S Guidance, Good Practices for Computerized Systems in “GXP” Environments	85
7.1.3	General Principles of Software Validation	85
7.1.4	Regulatory Summary.....	85
7.2	Reconciling Analytical Instrument Qualification and Computer Validation.....	86
7.2.1	Different Aims of Computer Validation IQ and OQ	86
7.3	Installation Qualification (IQ)	87
7.3.1	Establish the Initial Computerized System Configuration Baseline Now	87
7.4	Operational Qualification (OQ).....	88
7.4.1	Contents of an Operational Qualification Package	88
7.4.2	Evaluate the Supplier’s Qualification Documentation	89
8	Performance Qualification (PQ) or End User Testing	90
8.1	What Do The Regulators Want?	90
8.1.1	EU GMP Annex 11	90
8.1.2	FDA General Principles of Software Validation.....	90
8.1.3	FDA’s New CSV Approach: Computer System Assurance (CSA).....	91
8.1.4	Regulatory Requirements Summary.....	91
8.2	Principles of Software Testing	92
8.2.1	Testing Approach	93
8.2.2	Types of Software Testing.....	93
8.2.3	Test Approach: White Box or Black Box Testing?	93
8.2.4	Manual or Automated Testing?	94
8.2.5	Planning What to Test	94
8.2.6	New Data System Features? Update the URS!	95
8.3	PQ Test Plan.....	95
8.3.1	Tracing User Requirements to PQ Testing	97
8.3.2	Assumptions, Exclusions and Limitations of the Test Approach.....	97
8.4	PQ Test Scripts.....	97
8.4.1	Features to Test in any Computerized System	98

8.4.2	Write the Test Scripts.....	99
8.4.3	Outline Test Case Design.....	100
8.5	Defining, Documenting and Testing System Security.....	101
8.5.1	Is the Requirement You Are Testing Specified?.....	101
8.5.2	Designing the Tests.....	103
8.5.3	Risk Analysis: Extent of Testing?.....	103
8.5.4	Refining the Test Design.....	104
8.6	PQ Test Documentation.....	104
8.6.1	Key Test Script Sections.....	104
8.6.2	Documenting Test Execution Instructions and Expected Results.....	104
8.6.3	Writing Observed Results.....	106
8.6.4	Unexpected Results.....	106
8.6.5	Suggested Documentation.....	107
8.6.6	Documenting Observed Results.....	107
8.7	Collating Documented Evidence.....	108
8.7.1	Has the Test Passed or Failed?.....	108
8.7.2	Some Considerations for Testing Electronic Signatures.....	108
8.7.3	Handling Testing Deviations.....	109
Part 2:	Method Validation.....	111
1	Measurement Errors and Uncertainty of Measurement.....	111
1.1	Introductory Comments.....	111
1.2	Systematic Measurement Errors.....	112
1.2.1	Propagation of Systematic Measurement Errors.....	112
1.3	Random Measurement Errors.....	113
1.4	Possible Causes of Measurement Errors.....	116
1.4.1	Influence of the Method.....	116
1.4.2	Instrumental Influences.....	117
1.4.3	Sampling and Sample Preparation.....	118
1.4.4	Environmental Influences.....	118
1.4.5	Laboratory Bias.....	119
1.4.6	Time-dependent Interdependencies.....	119
1.4.7	Parameters for the Measurement Method and Evaluation.....	119
1.4.8	Shortcomings of the Analyst.....	120
1.4.9	Measurement Errors due to "Gross Errors".....	120
1.5	Detection and Elimination of Measurement Errors.....	120
1.5.1	Checking the Theoretical Basis.....	120
1.5.2	Changing the Measurement Conditions.....	121
1.5.3	Choosing a Different Measuring Method.....	121
1.5.4	Using Methods that Largely Exclude Systematic Measurement Errors.....	121
1.5.5	Interlaboratory Studies.....	121
1.6	Uncertainty of Measurement.....	121
1.6.1	What is Measurement Uncertainty?.....	121
1.6.2	Different Types of Uncertainty.....	123
1.6.3	Procedure to Determine Measurement Uncertainty.....	125
1.6.4	Example 1: Glass Transition Temperature and Tolerances.....	128
1.6.5	Example 2: Estimation of the Uncertainty of the Enthalpy of Fusion in a DSC Measurement.....	129
1.6.6	Example 3: Uncertainty Estimation of the Modulus of an Elastomer in the Rubbery Plateau.....	131
1.6.6.1	Procedure.....	131
1.6.6.2	Results.....	132

2	Validation of Analytical Procedures and Methods	139
2.1	Introduction	139
2.1.1	Definitions.....	141
2.1.2	Basic principles of the validation	142
2.1.3	Validation Documentation	142
2.1.4	Frequency of Validation	142
2.2	Performance parameters	143
2.2.1	Trueness, Precision and Accuracy.....	145
2.2.2	Linearity.....	149
2.2.3	Robustness	150
2.2.4	Selectivity and Specificity	151
2.2.5	Limit of Detection	151
2.2.6	Limit of Quantitation	153
2.2.7	Range	153
2.2.8	Stability	153
2.2.9	Assessing Method Capability/Process Capability.....	154
3	Interlaboratory Studies in Thermal Analysis.....	157
3.1	Introduction	157
3.1.1	Purpose of Interlaboratory Studies.....	157
3.1.2	Conducting Interlaboratory Studies	158
3.1.3	Performance Parameters from Interlaboratory Studies	159
3.1.4	Benefits of Interlaboratory Studies	160
3.1.5	Limits of Interpretability of Interlaboratory Studies	161
3.2	Interlaboratory Studies using DSC.....	162
3.2.1	Determination of the Oxidation Induction Time and Oxidation Onset Temperature.....	162
3.2.2	Glass Transition Temperature	166
3.2.3	Crystallinity and Melting Point	167
3.2.4	Curing Reactions of Epoxy Resins.....	168
3.3	Interlaboratory Studies using Thermogravimetry	169
3.3.1	Plasticizer Determination	169
3.3.2	Carbon Black Content of Polymer Compounds	170
3.3.3	Ash Content of Polymer Compounds	171
3.4	Summary	172
4	Method Development Through to SOP	173
4.1	Introductory Comments	173
4.2	Method Development in Thermal Analysis	175
4.2.1	Introduction.....	175
4.2.2	Step 1: Choosing the Right Measurement Technique	176
4.2.3	Step 2: Sampling and Preparation of the Test Specimen	178
4.2.4	Step 3: Choosing the Crucible (only DSC and TGA).....	180
4.2.5	Step 4: Choosing the Temperature Program	180
4.2.6	Step 5: Choosing the Atmosphere	182
4.2.7	Step 6: Examining the Test Specimen after the Measurement.....	183
4.2.8	Step 7: Evaluation.....	184
4.2.9	Step 8: Validation	184
4.2.10	Conclusions	184

5	Practical Examples	186
5.1	Validation of a DSC Method for the Determination of Tg of Polystyrene	186
5.1.1	Scenario	186
5.1.2	Development of a Draft SOP	186
5.1.3	Validation	193
5.1.4	SOP of the Validated Method	194
5.2	Validation of the DSC Purity Determination of Ethyl 4-hydroxybenzoate	195
5.2.1	Introduction	195
5.2.2	Draft SOP	196
5.2.3	Validation	197
5.3	Determination of the Carbon Black Filler Content of SBR by TGA	201
5.3.1	Introduction	201
5.3.2	Draft SOP Based on a Test Method Used in an Interlaboratory Study	202
5.3.3	Validation	203
5.3.4	Validated SOP	206
	Appendix 1: 21 CFR Part 11 and EU GMP Annex 11	207
1	What is 21 CFR Part 11?	207
2	EU GMP Annex 11	207
3	Overview of the Main Features of the Regulations	208
3.1	21 CFR Part 11	208
3.2	Main Aims of the Part 11 Regulation	208
3.3	EU GMP Annex 11	208
4	Key Definitions in 21 CFR Part 11 and Annex 11	209
4.1	21 CFR 11	209
4.1.1	Electronic Record	209
4.1.2	Open and Closed System	209
4.1.3	Electronic Signature	210
4.2	Annex 11	210
4.2.1	Process Owner and System Owner	210
4.2.2	No Classification of Open and Closed System	210
5	Interpretation of Part 11 and Annex 11	211
5.1	Interpretation of Part 11 Using Existing Predicate Rules	211
5.2	Interpretation of Annex 11 by EU GMP Chapter 4 on Documentation	211
6	Part 11 is an Integrated Regulation	212
7	You Cannot Purchase a 21 CFR 11 / Annex 11 Compliant System	212
7.1	Types of 21 CFR Part 11 / Annex 11 Controls	212
7.2	Annex 11 Has Only Technical and Procedural Controls	213

8	Electronic Records	214
8.1	Overview of Sub-Part B (Electronic Records)	214
8.2	What are Electronic Records?	214
8.3	Training of all Staff involved with the System	215
8.4	System Security	215
8.5	Audit Trail	215
8.6	Checks	216
8.7	Archival of Records	217
8.8	Copying of Records	217
8.9	Electronic Records	217
8.10	Electronic Signatures	217
8.11	Linking Electronic Signatures with Electronic Records	219
8.11.1	Signing Sessions	219
9	Impact of 21 CFR 11 on Analytical Laboratories	220
9.1	Moving from Paper to Electronic Records	220
9.2	Hybrid Systems	220
10	Controls Required for 21 CFR Part 11 Compliance	221
11	Implementing a 21 CFR Part 11 Compliant System	223
12	Are Complete Data and Raw Data the Same?	228
12.1.1	EU GMP Chapter 4 and Raw Data	228
12.1.2	No EU GMP Definition of Raw Data	229
12.1.3	MHRA GXP Data Integrity Guidance	229
12.1.4	US and OECD GLP Regulations	229
12.1.5	What About Raw Data in GMP?	230
12.1.6	Understanding Complete Data	230
12.1.7	Are Raw Data and Complete Data the Same?	231
	Appendix 2: Basic Statistics	232
1	Descriptive Statistics	232
1.1	Histogram	232
1.2	Statistical Parameters	234
1.2.1	Measures of Location	235
1.2.2	Measures of Spread	236
1.3	Estimating Statistical Parameters for a Population	237
2	The Normal or Gaussian distribution	238
3	Inferential Statistics	241
3.1	Confidence Interval	241
3.1.1	Confidence Interval for the Mean	242
3.1.2	Confidence Interval for the Standard Deviation	243
3.1.3	Confidence Intervals as a "Test Statistic"	244
3.2	Hypothesis Testing	244
3.2.1	<i>t</i> -Test: Comparison of a Mean with a Target Value	248
3.2.2	<i>t</i> -Test: Comparison of Mean Values of Two Normal Distributions	249
3.2.3	<i>F</i> -Test: Comparison of the Variances of Two Normal Distributions	250
3.2.4	χ^2 -Test	251

3.2.5	Outlier test	252
3.3	The Correlation Coefficient.....	254
3.4	Linear Regression	255
4	Statistical Tables.....	257
4.1	Standard Normal Distribution	257
4.2	p -Quantiles of the t -Distribution	258
4.3	95%-Quantiles of the F -Distribution	259
4.4	97.5%-Quantiles of the F -Distribution	260
4.5	99%-Quantiles of the F -Distribution	261
4.6	p -Quantiles of the χ^2 -Distribution.....	262
4.7	Critical values for the Dixon Test.....	263
	Appendix 3: Standard Test Methods for Thermal Analysis.....	265
	List of Acronyms	265
	References	267
	Index	273

Introduction

M. Schubnell

In an analytical laboratory, most analyses are nowadays performed using computerized measurement systems. Generally, the analyst has to follow an analytical method that details how to use the system to measure a particular sample. From a validation point of view, one therefore has to distinguish between the validation of the equipment and the validation of the analytical method itself.

The first part of this handbook deals with the validation of computerized systems in general. It first covers basic terminology followed by a discussion of the regulatory requirements for the validation of computerized systems. The process of computerized system validation is then discussed in detail. This begins with some general remarks followed by the different qualification steps (DQ, IQ, OQ, PQ, AIQ) and ends by covering some aspects of auditing vendors of computerized systems.

The second part of the handbook covers topics related to method development and validation. Method validation is nowadays a basic requirement to ensure the quality and reliability of results, i.e. to demonstrate that an analytical method is suitable for its intended purpose.

One of the most important aspects of validation has to do with assessing the quality of the measurement data. The second part therefore begins with a discussion about the concept of measurement error, the sources of measurement error and the uncertainty of measurement. This is illustrated with the aid of a number of examples. After discussing these basic concepts, the principles of method validation are outlined. Since interlaboratory studies are widely used to validate methods, we present the results of a number of studies performed using thermal analysis. After some general remarks regarding the development of analytical methods in thermal analysis, some practical examples are given that illustrate the process of method development and method validation in thermal analysis.

Three appendices provide further information relevant to the main chapters: Appendix 1 discusses electronic records and electronic signatures based on 21 CFR Part 11 and EU Annex 11. Appendix 2 summarizes a number of basic statistical concepts needed for the presentation of data in the validation process. Appendix 3 provides a link to international standards relevant to thermal analysis techniques.

Part 1: Validation of Computerized Systems

R. D. McDowall

1 Changes in Regulations and Regulatory Guidance Since the First Mettler-Toledo Edition

Since the first Mettler-Toledo edition of this validation book was written, there have been major changes in regulations impacting computerized systems, qualification of analytical instruments and validation computerized systems plus regulatory guidance and enforcement action regarding data integrity in regulated analytical laboratories.

There is also a new approach for method validation where new USP general chapters and ICH guidance documents advocate a lifecycle approach. To support this, there will be an update of ICH Q2(R1) method validation, and text and new guidelines ICH Q14 and a new USP <1220> on Analytical Procedure Lifecycle Management (APLM).

This section outlines the major changes in regulations and regulatory guidance since publication of the first Mettler-Toledo edition.

1.1 Data Integrity

Data integrity is the major problem in the pharmaceutical industry today, impacting all pharmaceutical companies, contract manufacturing and research organizations (CMO and CRO) and active pharmaceutical ingredient (API) suppliers. Investigation of computerized systems found that companies had been testing into compliance by deleting results that did not pass, turning the system clock back and retesting the samples until they passed. This was coupled with poor records management practices such as defining paper as raw data and ignoring the underlying electronic records from analysis, failing to back up electronic records. Other issues were having all users either sharing the same account or allowing all users to have application administration privileges. As a result, several regulatory agencies have issued guidance documents and this has been followed by industry associations as shown in Figure 1.1.

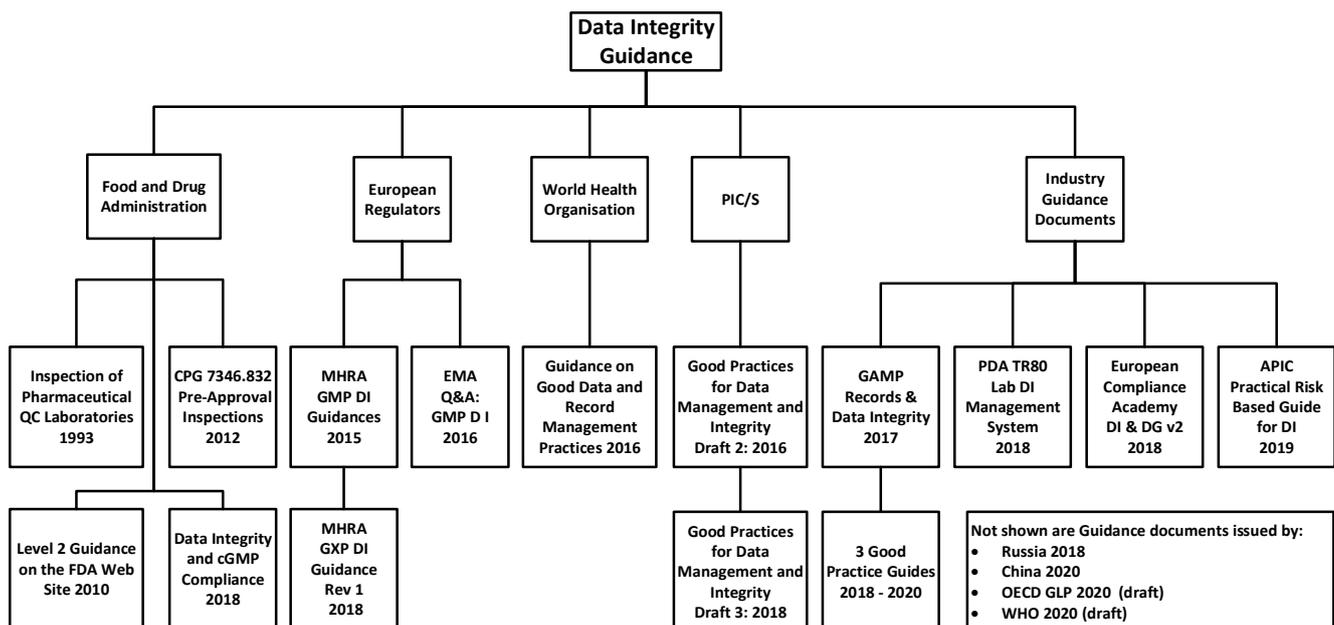


Figure 1.1: Data Integrity Guidance Documents Issued by Regulatory Authorities and Industry Associations

1.1.1 Regulatory Authority Data Integrity Guidance Documents

In response to the data integrity violations and poor data management practices, regulatory authorities have issued draft and final versions of data integrity guidances.

- Medicines and Healthcare products Regulatory Authority (MHRA) issued two versions of a GMP data integrity guidance for industry in 2015 [1-2], then a draft GXP guidance for industry comment in 2016 with the final version being published in 2018 [3]. All versions had a section where key terms are defined coupled with a regulatory expectation underneath, this is a good place to start reading the key definitions. The exception is the definition of raw data which is incorrect and should encompass all data and records generated from sampling to generation of the reportable result.
- World Health Organization (WHO) in 2016 published the final version of their guidance document entitled Guidance on Good Data and Record Management Practices [4]. This is the most encompassing data integrity guidance with Appendix 1 having a comprehensive explanation of the ALCOA principles with expectations for paper and electronic records plus special risk management issues.
- Pharmaceutical Inspection Cooperation Scheme (PIC/S) PI-041 have the third draft of their data integrity guidance called Good Practices For Data Management And Integrity In Regulated GMP/GDP Environments issued in 2018 for industry comment [5]. When finalized this document will be one of the most encompassing for data integrity.
- European Medicines Agency (EMA) has a data integrity question and answer section on their website [6].
- Food and Drug Administration (FDA) has four publications that impact data integrity. The first, issued after the Barr Laboratories court case in 1993, is Inspection of Pharmaceutical Quality Control Laboratories [7] that requires control of blank forms used in laboratories and is a pointer to working electronically. Following the 2005 Able Laboratories fraud case, the FDA published a discussion on their web site on why electronic records are the key GMP records and not paper printouts that must be retained [8].

In addition, the Agency have updated Compliance Program Guide (CPG) 7346.832 for Pre-Approval Inspections (PAI) that became effective in 2012 and again in 2019, data integrity theme runs throughout the document including Objective 3 – Data Integrity Inspection [9, 10]. The new version of the CPG presents more information on possible data integrity breaches that an inspector could find.

The FDA has also issued a draft (2016) and then a final version (2018) of a guidance for industry entitled Data Integrity and CGMP Compliance [11]. This is in a question and answer format and is a good starting point to understand how data integrity is built into existing regulations.

- The data integrity guidances issued by the Russian and Chinese regulatory authorities are not discussed here as the Russian guidance adds little to existing guidance documents, and there is not an official English translation of the Chinese guidance which makes citing any clause difficult. WHO published a draft data integrity guidance document for comment in 2020 that omitted the extensive explanation of the ALCOA criteria and needs extensive revision to be useful.

1.1.2 Industry Data Integrity Guidance Documents

There are several data integrity guidance documents available that have been issued by industry associations as follows:

- GAMP Forum have issued a Records and Data Integrity guide in 2017 and is a companion to GAMP 5 [12]. In addition, Good Practice Guides (GPGs) on Data Integrity – Key Concepts (2018) and Data Integrity by Design (2020) [13, 14].
- Parenteral Drug Association (PDA) have issued Technical Report 80 entitled Data Integrity Management System for Pharmaceutical Laboratories which provides advice for laboratories implementing data integrity projects [15]. This document provides good and unacceptable data integrity practices for chromatographic and microbiological analysis.
- European Compliance Academy (ECA) issued the second edition of the Data Integrity and Data Governance Guide, however this publication is for ECA members only.
- Active Pharmaceutical Ingredients Committee (APIC) issued a publication entitled Practical Risk-Based Guide for Managing Data Integrity in 2019 [16]. There is a very useful appendix on data process mapping to identify data integrity vulnerabilities and a checklist for assessments of systems.

1.1.3 ALCOA+ Criteria for Integrity of Laboratory Data

Any record that is generated as during regulated laboratory analysis needs to have its data integrity assured as discussed above. This now raises the question how does an analytical scientist assess data integrity of regulatory records? In Table 1.1 the term ALCOA is mentioned as a means of assessing the integrity of data.

As a quick introduction to the basic criteria of laboratory data integrity we need to explain the acronym ALCOA mentioned in the previous section. This is a term developed in the 1980's by an FDA GLP inspector as a means of teaching his colleagues about the integrity of data and records generated during non-clinical toxicology studies. The five ALCOA terms are:

- Attributable
- Legible
- Contemporaneous
- Original
- Accurate

In addition, there are four more terms that were added by an EMA document on clinical trial electronic source data [17]:

- Complete
- Consistent
- Enduring
- Available

These nine terms are collectively called ALCOA+ or sometimes ALCOA-plus and are detailed in Table 1.1.

Although many of the regulatory guidance documents talk about ALCOA and claim that the four additional terms can be derived from the original five, in this book we will use ALCOA+ criteria for data integrity as there are differences. These terms will be discussed in more detail in Chapter 9 on the data life cycle.

Table 1.1 ALCOA+ Criteria for Data Integrity

Criterion	Meaning
Attributable	<ul style="list-style-type: none"> • Attributable means information is captured in the record so that it is uniquely identified as executed by the originator of the data (e.g. a person or a computer system). • Attributable to the person generating the data. • Who acquired the data originally or performed an action subsequently to it and when.
Legible	<ul style="list-style-type: none"> • The terms legible and traceable and permanent refer to the requirements that data are readable, understandable, and allow a clear picture of the sequencing of steps or events in the record so that all GXP activities conducted can be fully reconstructed by the people reviewing these records at any point during the records retention period set by the applicable GXP [1-3]. See also consistent and enduring. • Can you read the data together with any metadata or all written entries on paper? • Can you read and understand all audit trail entries?
Contemporaneous	<ul style="list-style-type: none"> • Contemporaneous data are data recorded at the time they are generated or observed. • Documented (on paper or electronically) at the time of an activity.
Original	<ul style="list-style-type: none"> • Original record: Data as the file or format in which it was originally generated, preserving the integrity (accuracy, completeness, content and meaning) of the record, e.g. original paper record of manual observation, or electronic raw data file from a computerized system. • True copy: An exact verified copy of an original record. • Original data include the first or source capture of data or information and all subsequent data required to fully reconstruct the conduct of the GXP activity. The GXP requirements for original data include the following: <ul style="list-style-type: none"> - original data should be reviewed - original data and/or true and verified copies that preserve the content and meaning of the original data should be retained As such, original records should be complete, enduring and readily retrievable and readable throughout the records retention period. • Written observation or printout or a certified copy thereof. • Electronic records including all metadata of an activity.
Accurate	<ul style="list-style-type: none"> • The term "accurate" means data are correct, truthful, complete, valid and reliable. • No errors in the original observation(s). • No editing without documented amendments/audit trail entries by authorized personnel.
Complete	<ul style="list-style-type: none"> • All data from an analysis including any data generated before a problem is observed, data generated after repeat part or all of the work or reanalysis performed on the sample.

	<ul style="list-style-type: none"> For hybrid systems, the paper output must be linked to the underlying electronic records used to produce it.
Consistent	<ul style="list-style-type: none"> All elements of the analysis such as the sequence of events follow on and data files are date (all processes) and time (when using a hybrid or electronic systems) stamped in the expected order.
Enduring	<ul style="list-style-type: none"> Recorded on authorized media e.g. laboratory notebooks, numbered worksheets for which there is accountability or electronic media. Not recorded on the backs of envelopes, laboratory coat sleeves, body parts, cigarette packets or Post-It notes.
Available	<ul style="list-style-type: none"> The complete collection of records can be accessed or retrieved for review and audit or inspection over the lifetime of the record.

Analytical scientists need to understand these criteria and apply them in their respective analytical methods. The WHO guidance provides the best understanding of the ALCOA principles. In particular, in its Appendix 1 definition of each of the five ALCOA terms with side-by-side tables of expectations for paper and electronic records is given, followed by special risk considerations for each of the five terms [4]. This is a very useful source of information about ALCOA requirements for data integrity of records and to understand the issues associated with each term.

1.1.4 Static and Dynamic Data

Several of the data integrity guidances refer to the terms static data and dynamic data. The best definition of these two terms is found in the FDA Data Integrity Guidance for Industry.

For the purposes of this handbook, **static is used to indicate a fixed-data record** such as a paper record or an electronic image, and **dynamic means that the record format allows interaction between the user and the record content**. For example, a dynamic DSC record may allow the user to change the baseline and reprocess the DSDC curve so that the resulting peaks areas may appear smaller or larger.

The majority of thermal analysis records are dynamic data.

1.1.5 Data Integrity Guidance Summary

The key data integrity issues for computerized system validation are:

- Has the application been configured to protect the electronic records?
- Are records vulnerable to deletion via the operating system?
- Are the data records backed up and can they be recovered in case of a failure?
- Do all users have unique user identities?
- Do users have appropriate access privileges?
- Do any users have application administration privileges (e.g. conflict of interest)?

The application validation must include tests to demonstrate these points. Furthermore, analysts must be trained in ethics and data integrity to ensure that the results generated can be supported by the underlying data.

1.2 Updating EU Good Manufacturing Practice (GMP) Regulations

Since 2010 eight of the nine chapters of EU GMP Regulations Part 1 have been updated as well as two Annexes. Of these the key regulations with an impact on the content of this handbook are:

- Chapter 1: Pharmaceutical Quality System (PQS) [18]
Clause 1.9 (iv) for Quality Control states:
 - Records are made, manually and/or by recording instruments, which demonstrate that all the required sampling, inspecting and testing procedures were actually carried out. Any deviations are fully recorded and investigated;
 - The requirement for ensuring that analytical work has been actually carried out is a direct response to the data integrity problems that have been plaguing the industry.
- Chapter 4: Documentation [19]
This outlines the requirements for records and data and the controls required to ensure their integrity. Documents consist of instructions (procedures, protocols, analytical procedures etc.) that when executed generate records or reports. There are three clauses each for good documentation practices and record retention requirements.
- Chapter 6: Quality Control [20]
The key requirement is for a second person to review the data including any deviations
- Annex 11: Computerized Systems [21]
Revised in 2011 in parallel with Chapter 4, it is important to realize that to fully understand Annex 11, you need to understand the requirements of Chapter 4. The requirements for validation and maintaining the validation are contained in this Annex.
- Annex 15: Qualification and Validation [22]:
This covers qualification of equipment, validation of analytical methods, and validation of computerized systems. The key points are:
 - Ability to merge qualification documents where appropriate e.g. IQ and OQ.
 - A user requirements specification (URS) is written first followed by the Design Qualification (DQ) to confirm that the selected system is acceptable compared to the laboratory URS.

1.3 USP <1058> Analytical Instrument Qualification

USP <1058> on Analytical Instrument Qualification (AIQ) had not been issued when the first edition of this handbook was published. The general chapter originated at a conference organized by the AAPS (American Association of Pharmaceutical Scientists) in 2003 entitled Analytical Instrument Validation. The first change was removal of validation and replacement by qualification as the attendees agreed that instruments are qualified and processes, methods and computer systems are validated. Thus, Analytical Instrument Qualification was born. Prior to this, the term used for the same activities was Equipment Qualification (EQ). AAPS published a white paper in 2004, its incorporation as a potential USP general chapter came about in 2005 and review cycles followed until it was finally adopted in the second supplement of USP 31 in 2008 [23].

The first version has a number of gaps such as the supplier was responsible for defining requirements and it treated software too simplistically by placing the requirement for validation on the supplier. Both of these tasks are the responsibility of the user. An updated version was published in 2017 that integrated instrument qualification and computerized system validation and introduced more granularity into the three instrument groups as shown in Table 1.1.

Table 1.1: USP <1058> Instrument Group Classification and Qualification Approach [24]

Category	Classification Criteria	Qualification Approach
A	Standard equipment or apparatus with no measurement capability or requirement for calibration	<ul style="list-style-type: none"> • Specification: manufacturer • Conformance with requirements verified by observation of the operation
B	Standard instruments with measurement values or control physical parameters	<ul style="list-style-type: none"> • User requirements specification to document intended use • Typically requires calibration and/or qualification • Firmware validated indirectly during qualification • Conformance to requirement via SOPs and IQ/OQ • Sub Types of the Group: Type 1 Instrument only Type 2: Instruments with inbuilt calculations Type 3: Instruments with the ability to write user defined programs
C	Complex instruments with a computerized system	<ul style="list-style-type: none"> • Full instrument qualification integrated with software validation required • Specific function, compliance, data integrity and performance tests in software validation • Sub Types of the Group: • Type 1: Systems with GAMP category 3 software • Type 2: Systems with GAMP Category 4 software • Type 3: Systems with GAMP category 4 software plus category 5 additions

Thermal analysis instruments controlled by STAR^e software are classified as USP <1058> Group C, type 2 systems with GAMP category 4 software (commercially available configurable software).

The first stage in qualification of the instrument and validation of the software is to write a user requirements specification (URS) outlining what the overall system should do.

After writing the laboratory URS, there is a four phase model for instrument qualification:

- Design Qualification (DQ): DQ is the documented collection of activities that define the functional and operational specifications and intended purpose of the instrument. DQ states what the laboratory wants the instrument to do and shows that the selected instrument is suitable. This phase must be performed before purchase of a new instrument.
- Installation Qualification (IQ): IQ is the documented collection of activities necessary to establish that an instrument is delivered as designed and specified, is properly installed in the selected environment, and that this environment is suitable for the instrument. IQ applies to an instrument that is new or was pre-owned. To be performed at installation of the system on new as well as existing systems.
- Operational Qualification (OQ): OQ is the documented collection of activities necessary to demonstrate that an instrument will function according to its operational specification testing in the

selected environment. OQ demonstrates fitness for the selected use, and should reflect URS. If there is any software used to control the instrument, this needs to be configured to protect electronic records and set up user profiles before the OQ is performed.

- Performance Qualification (PQ): PQ is the documented collection of activities necessary to demonstrate that an instrument consistently performs according to the specifications defined by the user, and is appropriate for the intended use. The PQ verifies the fitness for purpose of the instrument under actual conditions of use. After IQ and OQ have been performed, the instrument's continued suitability for its intended use is demonstrated through continued PQ.

As seen above, there is a relationship between the URS and DQ, OQ and PQ. This emphasizes the importance of the URS. For commercially available instruments, USP <1058> states that requirements should be "minimal" but sufficiently detailed to ensure that parameters can be tested. However, this statement does not apply to the application software for the instrument for Group 4 systems where requirements must be sufficiently detailed to define the tests for the User Acceptance Testing (UAT) / Operational Qualification phase.

AIQ is a relatively simple process but 4Qs model is intended for instruments not computerized systems. The problem is software. Software is all pervasive in analytical instruments with firmware that that can vary from simple programs through to an operating system with a database and configurable software all on a chip. When a workstation is attached to a thermal analysis instrument, the software application will control the instrument, acquire, manipulate and interpret data, write the report then store results and data. Instrument qualification is better undertaken as a sub-set of a computerized system validation life cycle as we discuss later.

In the next USP cycle 2020 – 2025, USP <1058> will be updated into a three phase life cycle model, similar to the analytical procedure lifecycle management discussed in a later section. This will mean the end of the 4Qs model and should have three phases entitled:

- Stage 1: Specification and Selection
- Stage 2: Qualification and Validation
- Stage 3: Continued Performance Verification

1.4 GAMP 5 Guide and Validation of Laboratory Systems Good Practice Guide

A flexible risk-based approach CSV was published with GAMP 5 in 2008 [25]. Different GAMP software categories now have different life cycles making validation more risk-based and leveraging the work of the supplier into the laboratory CSV project. GAMP 5 is a general approach to computerized system validation. For laboratory systems there is the second edition of the GAMP Good Practice Guide for Risk Based Validation of Laboratory Computerized Systems issued in 2012 [26].

1.5 Validation of Analytical Procedures

Guidelines for validation of analytical procedures ignore the most important part of the process: method development. This is evident in ICH Q2(R1) for Validation of Analytical Procedures omits any mention of method development and also is focused mainly on chromatographic methods [27]. There are three parallel developments for updated guidance for method validation:

- A USP expert committee has produced a number of stimuli to the revision process that resulted in the issue of a draft general chapter USP <1220> on Analytical Procedure Lifecycle [28, 29] and an update was published for public comment in September 2020.

- In a project that started in 2018, ICH Q2(R1) is being updated to broaden the scope of the guidance to more analytical methods.
- In parallel, there is a new ICH Q14 on Analytical Procedure Development that follows a life cycle approach that consists of three steps.
- There is also a possibility that ICH Q2(R2) and ICH Q14 could be merged as the guidances develop.

The direction of guidance in validation of analytical procedures is clear: method development is vital for robust analytical procedures and it is clear that a life cycle approach is the preferred option for regulators and industry to travel.

1.6 A Data Integrity Model

To put all the regulatory changes into context, a Data Integrity Model has been developed by McDowall [30, 31] that consists of a Foundation and three layers on top plus quality oversight as shown in Figure 1.2. Note that this does not include the production portions of the model.

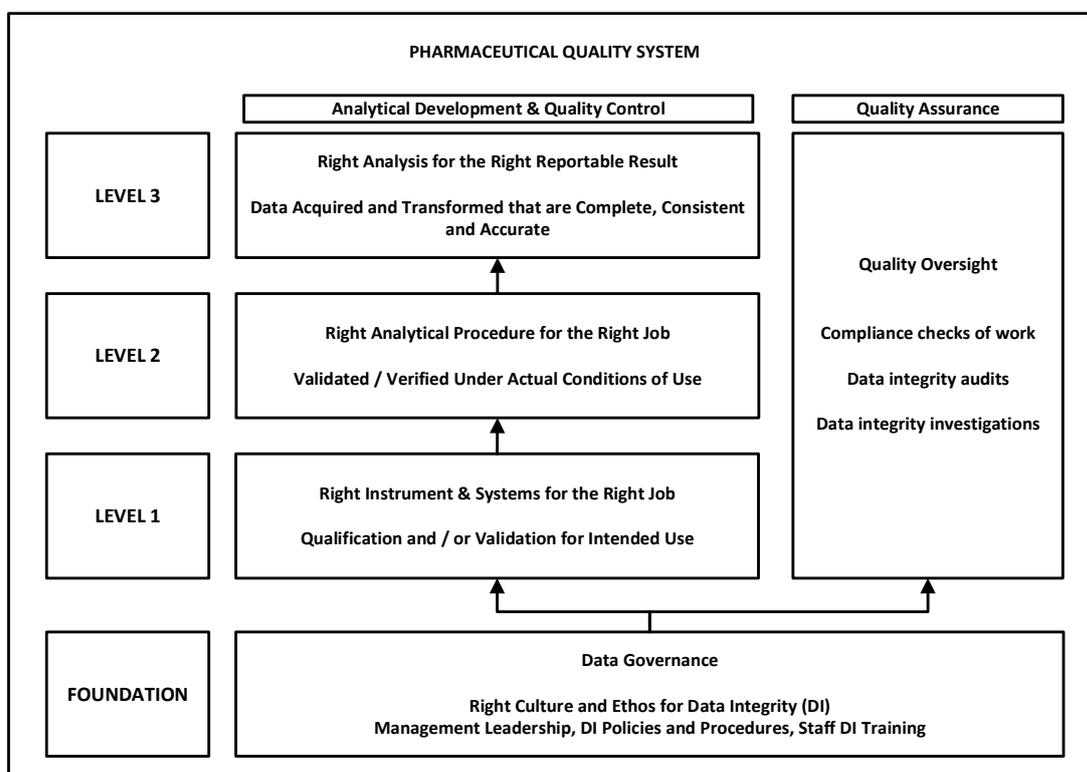


Figure 1.2: Laboratory and Quality Portions of a Data Integrity Model

Within an organization’s Pharmaceutical Quality System (PQS) there must be elements that ensure both data quality and data integrity to comply with applicable GMP regulations. The model, shown Figure 1.2, consists of four levels that must be present to ensure data governance and data integrity within an organization and within regulated laboratories in particular. The levels are:

- Foundation: Right Corporate Culture for Data Integrity. The foundation goes across all elements in an organization and is the Data Governance layer and must contain management leadership, data integrity policies including data ownership, staff training in these procedures, management review including quality metrics and an open culture.

- Level 1: Right Instrument or System for the Right Job. Qualification of analytical instruments and validation of application software including spreadsheets. Included here are calibration, point of use checks or system suitability test samples to confirm that the analytical instrument or laboratory computerized system is within user specifications before use.
- Level 2: Right Analytical Procedure for the Job. For a laboratory this is validation of analytical procedures or verifying the performance under actual conditions of use.
- Level 3: Right Analysis for the Right Reportable Result. Here production provides the laboratory samples for analysis to demonstrate adequate product quality and conformance with the product specification in the Marketing Authorization (MA).
- Quality Assurance: the QA function is pervasive throughout the Data Integrity Model to provide quality oversight e.g. ensure compliance with regulations, policies and procedures as well as performing data integrity audits and data integrity investigations.

Each level feeds into and interacts with the layer above it. Like building a house, if the foundation is not right, the levels above it will be suspect and liable to collapse, often despite the best efforts of the staff who want to do a good job.

2 Instrument Qualification, Computerized System Validation and Method Validation

2.1 Terminology

2.1.1 What is a Computerized System?

The key components of a computerized system are shown in Figure 2.1. It is important to realize that if you are validating a computerized system, you do not just concentrate on the computer hardware and software. Validation encompasses more, as we will now discuss.

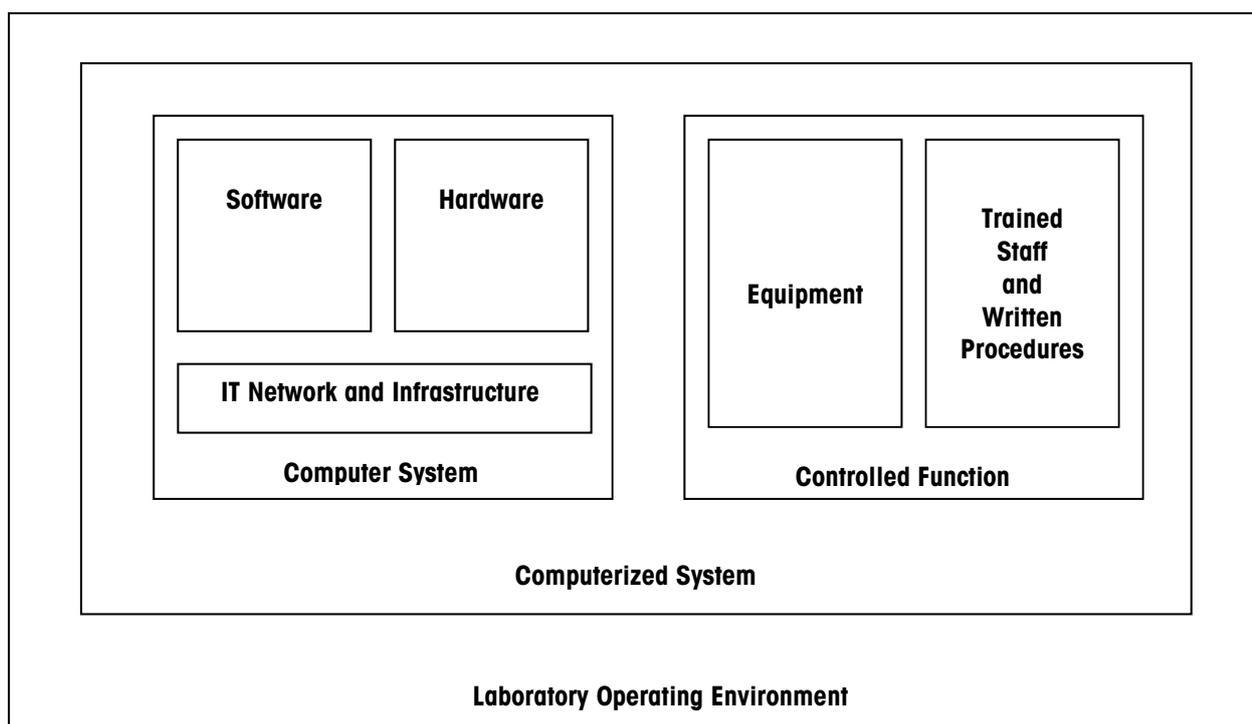


Figure 2.1. Elements of a Computerized System [56].

The elements comprising a computerized system consist of a computer system and controlled function working within its operating environment.

The computer system consists of:

- **Hardware:** The elements that comprise this part of a computerized system are the computer platform that the computerized system application software runs on such as workstation or server plus clients etc.
Any network components such as hubs, routers, cables, switches and bridges. The system may run on a specific segment of the whole of a network and may have peripheral devices such as printers, plotters with the associated connecting cables.
The scope of "hardware" can include hypervisor software (e.g. VMWare, HyperV or Zen) that hosts a virtual server and associated infrastructure as long as it has been qualified and is fit for purpose.
- **Software:** This comprises several layers such as:
 - Operating systems of the workstation clients and networked server
 - Network operating system in the switches and routers of the network
 - Network utilities e.g. antivirus, backup and recovery software including the agent, network management software
 - General business applications such as Word and Excel
 - Computerized system application software and the associated utility software such as a database or reporting language

The controlled function comprises:

- **Equipment** linked to the computerized system e.g. the thermal analysis system itself (including firmware).
Ideally, the equipment connected to the data system should be qualified as part of the overall validation of the software - otherwise how do you know that you are generating quality results?
- **Trained Staff and Written Procedures:** Trained staff should follow written SOPs as well as the manuals to operate the equipment and the data system software.

Validation is not just a matter of testing and calibrating the computerized system. There is a greater range of items to consider under the scope of validation. You could be subjected to regulatory action if you only qualify your instrument and do not validate the computerized system software.

2.1.2 Instrument Calibration and Adjustment

This is a supplier service function where according to Parriott [65]:

"The term calibration implies that adjustments can be made to bring a system into a state of proper function. Such adjustments generally cannot be performed by analysts and are best left to trained service engineers who work for, or support, the instrument manufacturers."

A calibration shows that an instrument supplies you with the correct values. Depending on the numbers of sensors in your instrument, you will have to perform different calibrations. Derived from the definition above, equipment calibration can be subdivided into

- Calibration: determination of the deviation of an instrument parameter, and
- Adjustment: change of an instrument parameter to meet specification.

Calibration and adjustment require reference materials or standards. These are substances with known literature values needed for calibration or traceable to recognized international standards. Calibration and adjustment are therefore inextricably linked to preventative maintenance and then to analytical instrument qualification. Whenever calibration involves adjustments of the type described above, it is important to document the activity. It is important to realize that this term can be confused with analytical instrument qualification.

2.1.3 Analytical Instrument Qualification (AIQ)

Analytical Instrument Qualification (previously Equipment Qualification, EQ) is to demonstrate that an item of equipment is fit for purpose. This implies that all the parameters (e.g. temperature accuracy, linearity of response etc.) utilized by the methods that will run on the instrument are within accepted limits. Ideally, but not always, these parameters will use recognized or internationally accepted standards. Since many methods can be specific to a single laboratory, the instrument parameters to be qualified can vary from organization to organization. This is an essential requirement for equipment working in a regulated environment and is the basis for all subsequent analytical method validation work.

The term qualification was introduced by the Pharmaceutical Manufacturers Association (PMA). From the user's point of view, the qualification of an analytical instrument or system comprises four main phases. Table 2.1 summarizes the most important responsibilities and activities for the user.

The major change in the current version of USP <1058> is that the laboratory needs to document their needs in a user requirements specification (URS) this is compared with a supplier's instrument in the DQ phase. Although USP <1058> states that for commercial instruments the laboratory URS is *expected to be minimal* [24] this does not mean copying the supplier's specification. It is important that the laboratory define the operating parameters that will be used (intended purpose). For example if a thermal instrument has a temperature range between 50 and 500 °C, what will the laboratory actually use? Defining the operating range then allows the laboratory to qualify over that range and perform PQ checks to confirm the instrument is working in that range.

Linked with this change is the linking of both OQ and PQ tests back to the laboratory URS to ensure consistent performance.

Index

A

accuracy 144, 145, 146, 158
adjustment 28, 117
AIQ 28, 30, 31, 32, 34, 36, 265
ALCOA 17, 18
alternative hypothesis 245
AMV 34, 36, 265
analytical instrument qualification *see AIQ*
arithmetic mean 235
audit trail 99, 214, 215, 224

B

baseline 119, 127, 162, 168, 181
bias 119, 144, 145, 148, *see also error, systematic*
black box testing 93

C

calibration 27, 117, 149, 153
carbon black content 169, 170, 171, 172, 174, 202, 203, 204, 206
cause-and-effect diagram 126
Chi square test 251
closed system 70, 71, 209
computerized system 26, 38, 208
confidence interval 145, 146, 155, 241, 243, 255
confidence level 241
control chart 142, 155
correlation coefficient 254
CSV 30, 31, 32, 34, 51, 67, 86, 265
curing reaction 168, 169

D

Data Integrity 16, 18, 24, 46, 50
design qualification *see DQ*
detection limit 151
Dixon test 252
DQ 15, 29, 30, 32, 265

E

electronic record 98, 207, 208, 214, 217, 219, 220, 221
electronic signature 108, 207, 208, 217, 222
equipment qualification, EQ *see AIQ*
equivalence test 148
error 111
 gross 120
 measurement 145
 propagation 115, 116
 random 111, 116, 144, 145
 systematic 111, 112, 116, 117, 121, 144, 145

EU GMP Annex 11 38, 90, 207
expected value 237

F

F-test 250

G

Gaussian *see normal distribution*
glass transition 117, 119, 150, 160, 161, 166, 167, 189, 191, 193
GMP Annex 11 *see EU GMP Annex 11*

H

histogram 232
hybrid system 220
hypothesis testing 244

I

installation qualification *see IQ*
integration limits 168
interlaboratory study 121, 147, 157, 161
intermediate precision 147
IQ 15, 29, 30, 31, 32, 33, 60, 62, 85, 86, 87, 88, 89, 94

L

limit of detection 144, 177
limit of quantitation 141, 144, 153, 158
linear regression 151, 255
linearity 144, 149

M

marginal mean 190
mean *see arithmetic mean*
median 235
modulus 113, 131

N

normal distribution 154, 238
null hypothesis 245

O

OIT 120, 162, 163, 164, 165, 166, 172
OOT 162, 163, 164, 165, 166, 172
open system 209
operational qualification *see OQ*
OQ 15, 29, 30, 31, 32, 33, 60, 62, 69, 85, 86, 87, 88, 89, 94, 97

oxidation induction time *see OIT*
oxidation onset temperature *see OOT*

P

peak temperature 168
performance parameter 140, 142, 144, 149
performance qualification *see PQ*
PQ 15, 29, 30, 31, 32, 36, 40, 50, 61, 62, 69, 72,
73, 87, 88, 90, 91, 93, 94, 95, 96, 97, 98, 99, 100,
101, 106, 108
precision 144, 146
 system 146
procedural control **221**
process capability 154
 index, C_p 154
 index, C_{pk} 155
proportionality 149
purity 3, 89, 140, 195, 196, 197, 198, 199, 200, 241
pyrolysis 169, 176, 201

Q

quantile 242

R

range 144, 153
reference material 28, 127, 143, 148
regression *see linear regression*
repeatability 144, 146, 157, 159
reproducibility 144, 147, 159
reproducibility standard deviation 159
residual 255
revalidation 142
robustness 144, 150
ruggedness 144, 177

S

sample preparation 118, 122, 126, 135, 146, 187
selectivity 144, 151
sensitivity 144, 158
significance level 245
software testing 90, 91, 92
solid fat index 116

specificity 144, 151
stability 153
standard deviation 111, 145
 mean 241
 population 238
 sample 236
standard error 241
statistical test 148, *t-test, F-test, Chi-square test, equivalence test, see also hypothesis testing*

T

test scripts 53, 61, 62, 85, 95, 96, 97, 99, 105, 108
test statistic 245, 248, 249
trueness 144, 145, 146, 148
t-test 248, 249

U

uncertainty 122, 125, 127, 128, 129, 144, 157
 combined 127, 138
 expanded 127
 type A 123
 type B 123
URS 35, 51, 59, 61, 62, 68, 69, 70, 71, 72, 73, 78,
83, 90, 94, 95, 97, 98, 99, 101, 208

V

V model 59, 60, 63, 69
validation 26, 44, 51, 58, 139, 140, 141, 157, 175
 analytical method 34, 35
 computerized system 30, 34, 37, 38, 51, 57, 64
 plan 31, 44, 61, 142, 184
 report 142
 software 44, 68, 85, 90
variance
 population 238
 sample 237

W

white box testing 93

Z

z-score 160