



REPORT ON GUEST / EXTENSION LECTURE

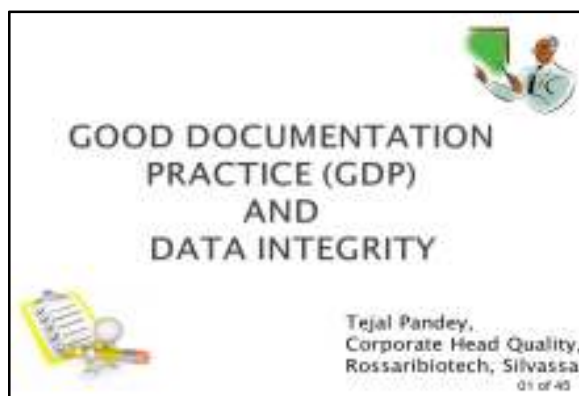
Title of Guest Lecture: Good Documentation Practices and data Integrity

Speaker: Mrs. Tejal Pandey, Corporate Head Quality, Rossari Biotech, Silvassa.

Date & Venue: 6th March 2021, Online.

Summary Report:

Mrs. Tejal Pandey shared her views about Good Documentation Practices carried out at industries and explained, how to maintain records of activities on routine basis. She discussed about different areas where documentation is must like pharmaceutical industries, Academic Institutes, Offices and business sectors. She shared her experience with documentation and different types of documentation practice at Pharmaceutical industries. She explained how to carry out documentation from collected data, how to keep records and to preserve the documents. She also included organisation of documents while appearing for Audit or inspection in her speech. She discussed about Data Integrity, Do's and Don'ts for Good documentation Practices and motivated participants for practicing same in daily routine.



Session Proceedings and content delivery by Tejal Pandey

