

**List of the pre-clinical documents in the file of the investigator and/or sponsor/CRO to be submitted to EDA for scientific opinion before First in human use**

- 1. Cover letter** directed to the general manager of general administration of clinical trials from the applicant signed, dated and stamped clarifying the followings: Applicant (sponsor, CRO, PI name), table of all submitted documents, aim of submission, proposed human use, dosage, strength and route of administration with overview of the nonclinical testing strategy.
- 2. Official delegation letter** stamped, signed and dated from sponsor to the representative person who will submit the documents and deal with Bio Inn-EDA.
- 3. IRB Approval(s)** for the conduction of preclinical animal studies.
- 4. Investigator's Brochure (IB):**  
Updated version of IB with its version and date to document that relevant and current scientific information about the investigational product has been provided to the investigator. Compilation non-clinical data on the investigational product(s) that is relevant to the study of the product(s) in human subjects.
- 5. Signed agreement/ contract** between involved parties, (To document agreements) e.g.:
  - Investigator/institution and sponsor
  - Investigator/institution and contract research organization (CRO)
  - Sponsor and contract research organization (CRO).
  - All designated laboratories.
- 6. Signed and completed declarations** by Investigators.
- 7. Curriculum vitae** and/or other relevant documents evidencing qualifications of investigator(s) and/or supporting trial staff to whom the investigator tasks' are delegated to document qualifications, GLP trainings and eligibility to conduct trial and/or provide medical supervision of subjects.
- 8. Investigational medicinal product dossier**  
To document the quality data of the IMP, cold chain reports, stability study reports, batch release Certificate from NRA of country of origin for the batch of the concerned investigational product,...etc.).

9. Certificate(s) of analysis of investigational product(s) e.g. identity, purity, and strength of Investigational medicinal product(s) to be used in the trial.
10. The quality and safety of preclinical preparations should follow the strict control of the manufacturing process following the principles of good manufacturing practice (GMP).
11. Name of the all laboratory (ies), address, telephone number(s) with list of all tests conducted in each laboratory.
12. Evidence of accreditation and documented evidence of GLP compliance of the designated laboratories to be used for the assay of preclinical samples.
13. Complete detailed preclinical studies reports for the investigational medicinal product are required to be submitted:

Preclinical data to be submitted

- 1) Good Laboratory Practice (GLP) compliance of the studies: studies are expected to be performed in compliance with Good Laboratory Practice (GLP), however, there may be situations where full compliance with GLP is not possible. If the study, or part of the study, was not conducted in compliance with GLP, areas of non-compliance should be defined and a statement of the reason for non-compliance should be drawn up.
- 2) Specification of the test material: In general, the product that is used in the definitive pharmacology and toxicology studies should be comparable to the product proposed for the initial clinical studies. However, it is appreciated that during the course of development programs, changes normally occur in the manufacturing process in order to improve product quality and yields. The potential impact of such changes for extrapolation of the animal findings to humans should be considered.
- 3) Reports on studies:
  - A. Pharmacology
    - Primary and secondary pharmacodynamics studies of the product.
    - Safety pharmacology studies.
  - B. Pharmacokinetics
    - Pharmacokinetic studies of product.
    - Specific Pharmacokinetic studies.

- Toxicokinetic.
- C. Toxicology
  - Single-dose toxicity
  - Repeat-dose toxicity
  - Geno-toxicity (if applicable)
  - Carcinogenicity (Oncogenicity) (if applicable)
  - Immunotoxicity.
  - Immunogenicity.
  - Local tolerance may be incorporated in toxicology studies).
  - Reproductive & developmental toxicity (if applicable).
  - Tissue Cross reactivity studies (if applicable).

Note:

- ❖ Specific guidelines should be followed for each type of product (biological, pharmaceutical, vaccine...etc) to be submitted.
- ❖ International Guidelines WHO, EMEA, FDA.
- ❖ Demonstration of relevance of the animal model; the relevance of the selected animal model should be justified in the application.
- ❖ Justification with documented evidence is required to be submitted when of the any item mentioned above is not fulfilled by the applicant.

14. Full, legible copies of key, peer-reviewed published articles supporting the application (when available).
15. Other supporting documents (if found).
16. The Preclinical data should be submitted as one hardcopy and one soft copy (CD-ROM), and via e-mail ( [bio.ct@edaegypt.gov.eg](mailto:bio.ct@edaegypt.gov.eg)).
17. Fees proof of payment: Fees are 15,000 LE.