Ref.: MC2016/32

October 7, 2016

SUMMARY REPORT
ICH MC TELECONFERENCE
September 15, 2016

LIST OF PARTICIPANTS:

ICH Management Committee Members/Observers

Mrs. Lenita Lindström-Gommers	EC	Europe
Dr. Tomas Salmonson	EC	Europe
Mr. Richard Bergström	EFPIA	Europe
Dr. Sabine Luik	EFPIA	Europe
Dr. Theresa Mullin	FDA	USA
Ms. Joan Blair	FDA	USA
Ms. Cathy Parker (Vice-Chair)	Health Canada	Canada
Dr. Celia Lourenco	Health Canada	Canada
Dr. Hironobu Saito	JPMA	Japan
Dr. Takuya Saiki	JPMA	Japan
Dr. Toshiyoshi Tominaga (Chair)	MHLW/PMDA	Japan
Mr. Naoyuki Yasuda	MHLW/PMDA	Japan
Dr. Nobumasa Nakashima	MHLW	Japan
Dr. Peter Honig	PhRMA	USA
Mr. Jerry Stewart	PhRMA	USA
Dr. Petra Doerr	Swissmedic	Switzerland
Ms. Cordula Langraf	Swissmedic	Switzerland

ICH Coordinators

Mr. Sébastien Goux	EC	Europe
Mr. Pär Tellner	EFPIA	Europe
Ms. Amanda Roache	FDA	USA
Dr. Celia Lourenco	Health Canada	Canada
Mr. Mitsuo Mihara	JPMA	Japan
Mr. Fumihito Takanashi	MHLW	Japan
Ms. Camille Jackson	PhRMA	USA

Technical Coordinators:

Dr. Milton Bonelli	EC/EMA	Europe
Dr. Spiros Vamvakas	EC/EMA	Europe
Ms. Chieko Hirose	MHLW/PMDA	Japan

Other Participants:

Mr. Martin Harvey	EC/EMA	Europe
Dr. Michelle Limoli	FDA	USA
Dr. Yoshihiro Katsura	MHLW/PMDA	Japan

ICH Secretariat:

Dr. Dawn Ronan
Dr. Sarah Adam
Dr. Isabelle Güller
Ms. Coralie Angulo

DRAFT REPORT

MC Chair: Dr. Toshiyoshi Tominaga, MHLW/PMDA

MC Vice-Chair: Ms. Cathy Parker, Health Canada

1. ADOPTION OF THE AGENDA

The agenda was adopted without any comments.

2. ORGANISATION OF OSAKA MEETING

The host organiser updated the MC on the organisation of the Osaka meeting to be held in November 2016 and confirmed that meeting rooms would be made available for all Working Groups based on the decisions taken by the MC at its teleconference.

MC Action/Decision:

- The MC noted that once finalised by the host organiser, the meeting registration form will be circulated by the ICH Secretariat to all ICH Members and Observers.

3. PREPARATION OF OSAKA, JAPAN: ORGANISATION OF THE FOLLOWING: EWGS/IWGS/DISCUSSION GROUP

MC Action/Decision:

- The MC supported that the following EWGs/IWGs will be meeting in Osaka in November 2016. Additional information regarding each EWG/IWG is also provided in the following sections.

Summary table of MC decisions:

List of 23 Current ICH Working Groups (as of September 2016)		Meeting in Osaka	Not meeting in Osaka	Meeting days
e-Groups	M2 EWG		**X**	
	M8 EWG/IWG	**X**		4days Mon - Thurs
	E2B(R3) IWG	**X**		4days Mon - Thurs
Safety Groups	S1 EWG		**X**	
	S3A IWG		**X**	
	S5(R3) EWG	**X**		5days Sun - Thurs
	S9 IWG		**X**	
	S11 EWG	**X**		4days Mon - Thurs
	M7(R1) EWG		**X**	
Quality Groups	Q3C(R6) Maintenance		**X**	
	Q3D IWG		**X**	
	Q11 IWG		**X**	
	Q12 EWG	**X**		5days Sun - Thurs
	M4Q(R1) IWG		**X**	
Efficacy Groups	E6(R2) EWG		**X**	
	E9(R1) EWG	**X**		5days Fri - Tues
	E11(R1) EWG		**X**	
	E14/S7B DG		**X**	
	E17 EWG	**X**		4days Mon - Thurs
	E18 EWG	**X**		4days Mon - Thurs
Other Groups	M1 PtC WG		**X**	
	M9 EWG	**X**		4days Mon - Thurs
	M10 EWG	**X**		4days Mon - Thurs

ICH SAFETY GROUPS

3.1. S1 EWG: REVISION OF RODENT CARCINOGENICITY STUDIES FOR HUMAN PHARMACEUTICALS

The MC noted the work plan of the S1 EWG, the progress made towards the collection and review of confidential Carcinogenicity Assessment Documents (CADs) and summary report submissions by sponsors to DRAs within each region; and the group's recommendation not to meet in Osaka.

Step 1 and Step 2a/b are expected in June/November 2019.

3.2. S3A IWG: Q&AS ON NOTE FOR GUIDANCE ON TOXICOKINETICS

The MC noted the work plan of the S3A IWG and the progress made by the S3A IWG to collect comments on the Q&A document.

Step 3 and Step 4 are expected by June 2017.

3.3. S5(R3) EWG: REVISION ON DETECTION OF TOXICITY TO REPRODUCTION FOR MEDICINAL PRODUCTS & TOXICITY TO MALE FERTILITY

The MC noted the work plan of the S5(R3) EWG, the progress made by the group to revise the S5(R2) Guideline and the group's request to meet for 5 days (Sunday-Thursday) in Osaka.

The MC also noted the proposed change in Rapporteurship in the S5(R3) EWG.

MC Action/Decision:

- In Osaka, the Assembly will be invited to approve the new Rappporteur for the S5(R3) EWG.

Step 1 and Step 2a/b are expected in Q3 2017.

3.4. S9 IWG: Q&AS ON NONCLINICAL EVALUATION FOR ANTICANCER PHARMACEUTICALS

The MC noted the work plan of the S9 IWG, the progress made by the S9 IWG to collect comments via regulatory consultation on the Q&A document and the group's recommendation not to meet in Osaka.

Step 3 is expected by December 2016 (postal sign-off).

Step 4 is expected in June 2017 at the subsequent Assembly meeting.

3.5. S11 EWG: NONCLINICAL SAFETY TESTING IN SUPPORT OF DEVELOPMENT OF PAEDIATRIC MEDICINES

The MC noted the work plan of S11 EWG and the progress made by the S11 EWG to develop the draft Technical document on *Nonclinical Safety Testing in Support of Development of Paediatric Medicines.*

The MC noted that the EWG was currently finalising its data collection activities.

Step 1 and Step 2a/b are expected in June 2017.

3.6. M7(R1) EWG: ADDENDUM TO ASSESSMENT AND CONTROL OF DNA REACTIVE (MUTAGENIC) IMPURITIES IN PHARMACEUTICALS TO LIMIT POTENTIAL CARCINOGENIC RISK

The MC noted the work plan of the M7(R1) EWG, the progress made towards reaching *Step 3* and *Step 4* and the group's recommendation not to meet in Osaka.

Step 3 is expected by December 2016 (postal sign-off).

Step 4 is expected in June 2017 at the subsequent Assembly meeting.

3.7. Q3C(R6) MAINTENANCE EWG: MAINTENANCE OF THE GUIDELINE FOR RESIDUAL SOLVENTS

The MC noted the work plan of the Q3C(R6) Maintenance EWG and the progress made towards reaching *Step 3* and *Step 4*.

The MC also noted that *Step 4* is subject to verification of a paper from the American Chemistry Council's Ketones Panel MIBK Testing Consortia which is currently in peer review for publication in Toxicology Letters.

The MC noted that once *Step 3* is reached, the Secretariat will organise a written postal sign-off (under *Step 3*) at the Regulatory expert level; and in Osaka the Regulatory Members of the Assembly will be invited to adopt as final under *Step 4* the Q3C(R6) Guideline.

The MC noted that a new Q3C Rapporteur will be nominated for the period 2017-2018 in line with the Q3C maintenance procedure.

S*tep 3 is expected in Q3/Q4 2016 (postal sign-off).*

Step 4 is expected at the Assembly meeting in Osaka, Japan, in November 2016.

3.8. Q3D IWG: GUIDELINE FOR ELEMENTAL IMPURITIES

The MC noted the work plan of the Q3D IWG, and the progress made towards revising the Concept Paper to include permitted daily exposures for the subcutaneous and transdermal route of administration, and the timeline to initiate the development of this new route of administration for all 24 elements in the ICH Q3D Guideline.

The MC noted the group's recommendation not to meet in Osaka.

The MC also noted finalisation of modules 8-9 of the Q3D training package following corrections and the publication of the complete package of Q3D Training Modules on the ICH website.

The MC noted the completion of the training workshops in Europe, Canada and US and that the group was in the process of finalising the scripts for the training materials by November 2016.

MC Action/Decision:

- The MC approved the final revised Q3D Concept Paper and noted that the group will be renamed EWG and that the ICH Secretariat will invite Members and Observers to refresh their nominated experts as they consider necessary.

3.9. Q11 IWG: Q&AS ON SELECTION AND JUSTIFICATION OF STARTING MATERIALS FOR THE MANUFACTURE OF DRUG SUBSTANCES

The MC noted the work plan of the Q11 IWG and the progress made to finalise the *Step 1* Q11 Q&A draft document by November 2016.

The MC noted that once *Step 1* is reached, the Secretariat will organise a written postal sign-off (under *Step 1*) at the expert level; which will be followed by *Step 2a* endorsement by the Assembly and *Step 2b* endorsement by the Regulatory Members of the Assembly.

Step 1 and Step 2a/b are expected in November 2016 (postal sign-off).

Step 3 and Step 4 are expected by November 2017.

3.10. Q12 EWG: ICH Guideline on Technical and Regulatory Considerations for Pharmaceutical Product Lifecycle Management

The MC noted the work plan of the Q12 EWG and the progress made towards developing the Q12 Technical document on *Technical and Regulatory Considerations for Pharmaceutical Product Lifecycle Management.*

Step 1 and Step 2a/b are expected by June 2017.

ICH Efficacy Groups

3.11. E6(R2) EWG: Integrated Addendum to Good Clinical Practice

The ICH MC noted the work plan of the E6(R2) EWG.

The MC noted some proposed editorial changes to the *Step 3* document which was signed by the EWG in June 2016 and that the Secretariat will follow up with the E6 experts ahead of Osaka to seek a new sign-off prior to reaching *Step 4.*

The MC also noted that in Osaka, MHLW/PMDA will share the outcome of its internal consultation on the integrated Addendum.

MC Actions/Decisions:

- Ahead of Osaka, the E6 Regulatory Topic leaders will be invited to approve the updated E6 *Step 3* document including editorial changes;
- In Osaka, MHLW/PMDA will provide an update on the outcome of its internal consultation on the integrated Addendum to be undertaken prior to reaching *Step 4*;
- If supported by MHLW/PMDA, the Regulatory Members will be invited to adopt as final under *Step 4* the E6 Integrated Addendum.

Step 4 is expected in November 2016.

3.12. E9(R1) EWG: Addendum to Defining the Appropriate Estimand for a Clinical Trial/Sensitivity Analyses

The MC noted the work plan of the E9(R1) EWG, the progress made towards the development of the Addendum to ICH E9 and the group's request to meet for 5 days (Saturday-Wednesday) in Osaka.

The MC also shared views on how the proposed changes could be made in a clear manner and how best to do it procedurally.

The MC also discussed the E9 proposal regarding the impact of the work of the EWG on the E8 Guideline.

MC Actions/Decisions:

- The MC supported that the group proceed with a targeted revision of the E9 Guideline;
- The MC agreed to await the finalisation of the E9 Guideline to discuss the impact of the E9 Addendum on other Guidelines (e.g., ICH E3, E6, and E8);
- The MC provided permission to the E9(R1) EWG to exceptionally start its meeting on the Friday prior to the start of the ICH week in Osaka.

Step 1 and Step 2a/b are expected in November 2016.

3.13. E11(R1) EWG: Addendum to Paediatric Drug Development

The MC noted the work plan of the E11(R1) EWG, the progress made towards the development of the Addendum to ICH E11 and the group's request not to meet in Osaka.

The MC noted that the *Step 1* sign-off was close to completion and that it will shortly be followed by *Step 2a* electronic endorsement by the Assembly and *Step 2b* electronic endorsement by the Regulatory Members of the Assembly.

Step 1 and Step 2a/b are expected in September 2016.

3.14. E14/S7B Discussion Group: The Clinical Evaluation of QT/QTc Interval Prolongation and Proarrhythmic Potential for Non-Antiarrhythmic Drugs

The MC noted the work plan of the E14/S7B Discussion Group (DG).

E14/S7B DG recommendation on whether to reopen the E14 Guideline for a complete revision is expected in December 2017.

3.15. E17 EWG: Multi-Regional Clinical Trials

The MC noted the work plan of the E17 EWG and the progress made towards collecting comments on the draft ICH Guideline on *Multi-Regional Clinical Trials.*

The MC noted that by January 31, 2017 all the public regulatory consultations will have been completed, following which the E17 EWG will analyse and address the comments received.

Step 3 and Step 4 are expected in June 2017.

3.16. E18 EWG: Genomic Sampling and Management of Genomic Data

The MC noted the work plan of the E18 EWG and that all public regulatory consultations for the draft E18 Guideline on *Genomic sampling and Management of Genomic Data* were completed by early August 2016, and that the group had started analysing and addressing comments received.

Step 4 is expected by June 2017.

ICH e-Groups

3.17. M2 EWG: Electronic Standards for the Transfer of Regulatory Information

The MC noted the work plan of the M2 EWG.

The MC also noted the draft MC feedback to M2 EWG document.

MC Actions/Decisions:

- The MC tasked the ICH Secretariat to send the MC feedback to the M2 EWG via the M2 Rapporteur;
- Ahead of Osaka, the MC tasked the M2 EWG to answer the questions and to comment on the draft responses in the MC feedback.
- In Osaka the MC will finalize the answers to the questions by M2 and further discuss M2 activities. The M2 EWG will not, however, meet in Osaka. ,
- The MC will transmit its finalized responses as well as other instructions to M2 as outcome of the Osaka meeting. After Osaka meeting M2 will revise its operating model and work plan based on the MC responses/instruction and propose them to the MC well in advance of the 2017 May meeting. The MC will then determine whether the operating model and work plan are approvable, and whether M2 should meet in the meeting.

3.18. M8 EWG/IWG: The Electronic Common Technical Document: eCTD

The MC noted the work plan of the M8 EWG/IWG and activities including: updating the Implementation Package and SSF document; developing the v4.0 Q&A v1.0; and communication with vendors.

The MC noted that once *Step 3* of the eCTD v4.0 Implementation Package v1.2. and the eCTD v4.0 Q&As and Specification Change Request Document v1.0 are reached, the Secretariat would organise a sign-off at the Regulatory expert level.

The MC also noted that the Regulatory Members of the Assembly would be invited to adopt as final under *Step 4* of the eCTD v4.0 Implementation Package v1.2, and the eCTD v4.0 Q&As and Specification Change Request Document v1.0 at the next Assembly meeting in Osaka in November 2016.

The MC also noted that the MC Regulatory Members would need to discuss the replacement of the M8 Regulatory Chair since the current Chair was stepping down.

Step 3 and Step 4 of the eCTD v4.0 Implementation Package v1.2. are expected in November 2016.

Step 3 and Step 4 of the eCTD v4.0 Questions and Answers and Specification Change Request Document v1.0. are expected in November 2016.

3.19. E2B(R3) IWG: Revision of the Electronic Submission of Individual Case Safety Reports

The MC noted the work plan of the E2B(R3) IWG and its sub-group including: an update on the completion of a document on how to use the EDQM dose form and route of Administration; progress towards an editorial update to the Implementation Guide to reflect the Q&A document; and progress towards the determination of any conflicts in ICSR messages based upon review of regional Implementation Guides. The MC noted the temporary change in Rapporteurship of the E2B(R3) IWG.

MC Action/Decision:

- In Osaka, the Assembly will note the temporary change in Rapporteurship of the E2B(R3) IWG.

Other Groups

3.20. M1 PtC: MedDRA Points to Consider Working Group

The MC noted the work plan of the MedDRA PtC WG and the group's current activities with respect to the updating with each MedDRA release of the two PtC documents on *Term Selection* and *Data Retrieval and Presentation*.

3.21. M4Q(R1) (CTD-QUALITY) IWG: ADDRESSING CTD-Q RELATED QUESTIONS/CHANGE REQUESTS RAISED BY eCTD

The MC noted the work plan of the M4Q(R1) (CTD-Quality) IWG and the completion of its work regarding the revision of the Granularity Document with the M8 EWG, and the development of a process to address future CTD-Q related questions.

MC Action/Decision:

- In Osaka, the MC will be invited to provide its recommendation to the Assembly on whether the group should be disbanded or continue its work depending on whether questions would have been received following the implementation of the M4 Granularity Document.

3.22. M9 INFORMAL WORKING GROUP: BIOPHARMACEUTICS CLASSIFICATION SYSTEM-BASED BIOWAIVERS

MC Actions/Decisions:

- Pending final edits to be received on the M9 Concept Paper, the MC endorsed as final the M9 Concept Paper and Business Plan on *Biopharmaceutics Classification System-based Biowaivers* – the ICH Secretariat will confirm the MC has no comments regarding the edits made before circulation of the Concept Paper to the Assembly and publication on the ICH website;
- Ahead of Osaka, the MC Regulatory Members will be invited to nominate the M9 Regulatory Chair;
- The ICH Secretariat will launch the nomination for the new EWG amongst all ICH Members and Observers;
- The M9 EWG will meet for the first time for 4 days in Osaka.

3.23. M10 INFORMAL WORKING GROUP: BIOANALYTICAL METHOD VALIDATION

MC Actions/Decisions:

- Pending final edits to be received on the M10 Concept Paper, the MC endorsed as final the M10 Concept Paper and Business Plan on *Bioanalytical Method Validation* – the ICH Secretariat will confirm the MC has no comments regarding the edits made before circulation of the Concept Paper to the Assembly and publication on the ICH website;
- Ahead of Osaka, the MC Regulatory Members will be invited to nominate the M10 Regulatory Chair;
- The ICH Secretariat will launch the nomination for the new EWG amongst all ICH Members and Observers;
- The M10 EWG will meet for the first time for 4 days in Osaka.

4. ICH NEW TOPICS

The MC noted the overview of harmonisation activities on current ICH topics updated after the Lisbon meeting.

Adaptive Clinical Trials (proposed by PhRMA)

PhRMA presented to the MC its updated proposal on *Adaptive Clinical Trials*. The MC shared views on the timeline to initiate this new ICH topic.

MC Action/Decision:

- The MC agreed that in Osaka, it will discuss further the timeframe for initiating the new topic *Adaptive Clinical Trials*, including the timeframe for the preparation of a Concept Paper outline to be presented to the Assembly for its consideration.

Safety Data Collection (proposed by FDA)

MHLW/PMDA shared feedback on the status of its discussion with FDA regarding the *Safety Data Collection* proposal's impact for Japan.

MC Action/Decision:

- At its next TC on September 30, FDA will be invited to provide feedback to the MC on the status of the *Safety data collection* proposal; and the MC will be invited to confirm next steps for this proposal.

5. STRATEGIC DISCUSSIONS IN OSAKA

The MC noted the background documents circulated on *Good Clinical Practice* (GCP) (prepared by FDA) and on *Compliance of Reliability for Electronic Data* (prepared by JPMA).

MC Actions/Decisions:

- The MC agreed to provide within the next 2 weeks comments on the documents prepared on *Good Clinical Practice* (GCP) and on *Compliance of Reliability for Electronic Data*;
- On October 7, the MC will be invited to share views on comments received and will discuss next steps for sharing the documents with the Assembly and for organizing the strategic discussion in Osaka. One of the options is to nominate experts (to a discussion working group) to be tasked to prepare for the strategic discussions in Osaka;
- On October 7, to facilitate planning, the Lead of the New Topics Subcommittee will also be asked to provide a timetable for the organisation of the strategic discussions in Osaka including an estimate of the time needed for these discussions during both the MC and Assembly Meetings in Osaka, as well as for the discussion working groups.

6. COMMUNICATION ABOUT ICH

The MC noted that Health Canada and the U.S. Food and Drug Administration (FDA) hold joint public consultation meetings on ICH Guidelines currently under development prior to each bi-annual ICH face-to-face meeting, in order to seek input on areas of current regulatory disharmony and where harmonised ICH Guidelines would be beneficial. The next meeting will take place on October 24, 2016, in Ottawa, Ontario. Stakeholders will also be able to participate by webcast.

7. DATES OF NEXT TELECONFERENCES AND ICH FACE TO FACE MEETINGS IN 2016/2017

Teleconferences

September 30, 2016	MC
October 7, 2016	MC
October 25, 2016	MC

ICH face-to-face meetings

November 5-10, 2016	Osaka, Japan
Spring 2017	Montreal, Canada
Autumn 2017	Switzerland (location to be confirmed)

Health Canada updated the MC on the organisation of the spring 2017 meeting.

Swissmedic presented its proposal for the organisation of the autumn 2017 meeting.

Action/Decision:

- The MC will update the Assembly in Osaka on the organisation of next ICH meetings for 2017/2018.