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*** Elektronik Süreç Yönetimi
Our Mission

To serve human health by developing and implementing regulatory, supervisory, and guidance policies in regard to pharmaceuticals, medical devices and cosmetic products.

Our Vision

Being a pioneer and a reference institution in the international arena aiming for excellence, on the basis of health and science.

Our Values

The core values of Turkish Medicines and Medical Devices Agency (TİTCK) are:

- scientficity
- transparency
- honesty
- equity
- service with quality
- acting with diligence
- liability
- self-criticism
- respectability
- value all people
President’s Message

As Turkish Medicines and Medical Devices Agency, we serve as a supervisory, regulatory and leading authority relating to products such as medicines, medical devices, cosmetics, traditional herbal medicinal products, advanced therapy products, medicinal nutrition products that public can encounter at any time in their daily life.

These products mentioned above are strategic with regard to country politics, huge in terms of market size and substantial product groups that should be evaluated well as they are in contact with public health. We manage such a critical area with a well-trained, well-equipped, more than 1000 staff group consisting of pharmacists, doctors, engineers, chemists and biologists.

While we have an important role as a regulatory authority of which past based on many years, especially in the field of medicine, we come to the forefront with our leading role in recent years. In this context, we have put a new approach called “Value Based Licensing” into force. As a part of this approach we have established a prioritization mechanism in order to ensure that authorization processes of significant medicine groups such as innovative medicines, generic medicines which reduce health expenditures and guarantee the access to medicines and medicines that have export potential are carried out more quickly.

As a part of our leading activities, we have undertaken the secretariat duty of the Health Industries Steering Committee which can gather medicine and medical device sector and relevant ministries and public institutions around a table and overcome a huge gap in this area.

In the upcoming period, we will also continue to develop together with the sector towards the goal of becoming an institution recognized and referenced internationally.

Dr. Hakki GÜRSÖZ
President of Turkish Medicines and Medical Devices Agency
National Regulatory Authority
We evaluate and closely monitor the clinical trials of all human medicinal products in compliance with international legislation.
Clinical Trials

Application and Assessment Procedure

Clinical Trials Dossier

Application to Agency

Application to Ethics Committee

Review and Approval Procedure

Review, Administrative Evaluation and Approval Procedure

Parallel submission to both Ethics Committee and Agency

Official time for evaluation procedure is 7-15 days for Ethics Committee and 30 days for Agency
Marketing Authorization applications are classified based on product’s indication and unit formula.

- New medicinal product dossier
- Generic medicinal product dossier
- Biological and biotechnological medicinal product dossier
- Traditional herbal medicinal product dossier
- Advance therapy medicinal product dossier
*When marketing authorization application for unauthorized medicinal products in worldwide is obtained at the same/close date as in another country, this application is named as parallel application.
Marketing Authorization Process
GMP Inspections

- GMP Prioritisation Applications can be made before the GMP Inspection Applications or simultaneously. (GMP 1, 2, 3)
- Marketing authorization process is **150 days** for high priority status.

Conventional Products

1. GMP for finished product must be issued by TİTCK
2. GMP for active substance is acceptable approval of other authorities
3. * GMP 1 is only for finished product: Application is acceptable without GMP certification

Biotechnological Products

1. GMP for finished product and active substance must be issued by TİTCK
2. * GMP 1 is for finished product and active substance: Application is acceptable without GMP certification.

* For the applications we accepted without the GMP documents to be issued by TİTCK, a document showing that GMP application has been made should be submitted to the Agency and GMP document should be submitted before marketing authorization.
Prioritization

According to the importance with regards to public health and public finance, innovation

- HIGH PROIRITY *
- PROIRITY **
- NORMAL ***

* Time of marketing authorization is 150 days
** Time of marketing authorization is 180 days
*** Time of marketing authorization is 210 days

Note
These periods do not include “clock stop” and “analysis” processes.

Slot Implementation

- Application
- Pre-assessment

- Number of application according to assessment capacity

- Scientific Assessment
Certificates for Export

The Certificate of a Pharmaceutical Product (CPP) is a certificate issued in the format recommended by the World Health Organization (WHO), which establishes the status of the pharmaceutical product and of the applicant for this certificate our country. (Ref. www.who.int)
GMP and Free Sale Certificate

GMP and Free Sale Certificate indicate that the pharmaceutical product has been authorized to be placed on the market for use in our country and is subject to our supervision as stipulated in Turkey. It certifies that the manufacturer conforms to the requirements for current GMP as recommended by the World Health Organization in respect to be sold or distributed within the country of origin or to be exported. (Ref. www.who.int)

Statement of Licensing Status of Pharmaceutical Product (SLSPP)

The Statement of Licensing Status of Pharmaceutical Product indicates the licensing status of pharmaceutical products and undertakes to provide, at the request of the applicant (and, if different, the product-license holder), a separate and complete Certificate of a Pharmaceutical Product in the format recommended by WHO, for each of the products listed. (Ref. www.who.int)
We closely monitor the safety of medicines and take measures to minimise risk.
We conduct analysis for all medical products
Analysis and Control Process

1. Analysis request from authority
2. Analysis request from company
3. Analysis control laboratory office
4. Sample acceptance office
5. Storage Conditions Control
6. Handling to Laboratory
7. Handling for biological test
8. LABORATORY (for medicines, medical devices, cosmetics, vaccines or serums)
9. Instrumental analysis
10. Final Report
11. Approved by head of laboratory
12. Approval
13. Control
14. Record
We inspect and audit all human medicinal products.
Establishment of GMP in Turkey;

First Regulation on GMP for Human Medicinal Products was implemented in 1984 in Turkey by the Ministry of Health.

Legislation for GMP Inspections:

1. Pharmaceutical and Medical Preparations Law, No: 1262
2. Regulation on Manufacturing Plants of Medicinal Products for Human Use (Last Update April 27, 2013)
3. First GMP Guideline on Good Manufacturing Practise for Manufacturing Plants of Medicinal Products for Human Use was published in 1994.
4. Updated GMP Guideline (Version: 2018/02) was approved on July 10, 2018. It has been effective since August 1, 2018. It’s compatible with PIC/S GMP Guide Version: PE 009-14 (July 1, 2018).

International regulations and guidelines have been implemented into our legislation. All manufacturers must comply with the cGMP requirements.

In scope of GMP Inspections:

Inspectors carry out domestic inspections in Finished Product Manufacturing Sites For Human Use, Active Pharmaceutical Ingredients (APIs) and Excipients Manufacturing Sites, Biological Medicinal Product Manufacturing Sites, Advance Therapy Medicinal Product Manufacturing Sites, Centers for Human Cells and Tissues, Radiopharmaceutical Manufacturing Sites, Herbal Medicinal Product Manufacturing Sites, Special Dietary Products Manufacturing Sites, Medical Gases Production and Filling Sites, Contracted Testing Laboratories, Secondary Packaging Sites.

Human Medicinal Product Manufacturing Sites as well as Drug Substance Manufacturing Sites of biological/biotechnological products are inspected abroad.

TİTCK made full membership application to PIC/S on May 03, 2013. The PIC/S Committee accepted the PIC/S membership application made by TİTCK. The PIC/S membership of TİTCK has been effective as of January 01, 2018.
GCP/GLP, GDP, GPvP inspections and marketing surveillance for medicinal products for human use

Based on the relevant regulations, GCP/GLP, GDP, GPvP inspections are conducted by auditors.

In scope of the GDP (Good Distribution Practices) inspections:

Pharmaceutical wholesalers, exporter/importer pharmaceutical warehouses and where necessary the pharmacies are inspected in order to ensure that the quality, efficacy and safety of medicines are maintained throughout the supply chain.

In scope of the GPvP (Good Pharmacovigilance Practices) inspections:

GPvP inspections are conducted in order to determine and ensure that marketing authorisation holders and contracted pharmacovigilance service organizations comply with the pharmacovigilance obligations in Turkey.

In scope of the GCP/GLP (Good Clinical/Laboratory Practices) inspections:

Domestic and foreign facilities where bioavailability/bioequivalence trials are conducted and domestic Phase I centers are inspected and certified within the scope of routine system inspection.

Phase II-III-IV clinical trials, sponsors, contracted research organisations and ethical committees are inspected as part of triggered/risk based inspections.

In scope of marketing surveillance:

The human medicinal product samples taken from the market according to a risk based market surveillance program and those samples are sent to our laboratories for analysis in order to check the quality of products in the domestic market.
Pharmacies

In order to increase quality of pharmacy service, make people benefit more effectively from the pharmacy service and help public health protection, health-oriented, science-based regulations aiming excellence have been carried out.

It is allowed to open pharmacies through the Pharmacist Placement System (PPS) in accordance with the planning of pharmacy numbers in terms of population.
Medical devices; another big area of responsibility
Three main EU Directives relating to medical devices are harmonized to Turkish Legislative Acts by Agency


   Relevant Turkish Legislation: Directive on Medical Devices published in Official Journal numbered 24694 and dated 13.03.2002


   Relevant Turkish Legislation: Directive on Active Implantable Medical Devices published in Official Journal numbered 24693 and dated 13.03.2002

Notified Bodies

Medical Devices are subject to conformity assessment procedures to ensure compliance to Medical Devices Directives provisions before placing them on the market.

As well as manufacturers, Notified Bodies also take part in conformity assessment procedures for all medical devices excluding Class I non-sterile and without a measuring function (low risk) ones.

Designations and inspections of Notified Bodies taking place in the territory of Turkey are carried out by our Agency.

Such as over 50 EU Notified Bodies currently designated by their competent authorities, there are five Notified Bodies already designated by our Agency for all or some product categories according to Medical Devices Directives.
Clinical Investigations

Permission is required from our Agency for clinical investigations relating to medical devices. The application process for medical device clinical investigations is as follow:

The Application Process for Medical Device Clinical Investigations

Recording of performance evaluation and verification studies performed with in vitro diagnostic medical devices is carried out by our Agency. The application process for performance evaluation studies is as follow:

The Application Process for Performance Evaluation Studies on In Vitro Diagnostic Medical Devices
Registration to Product Tracking System (ÜTS)

First Step
- Entrance with e-signature, mobile signature or e-Government gateway system

Company Registration through MERSIS (Control Trade Registry System) Number and CKYS (Core Source Management System) Number

Assessment of documents of product:
- Declaration of conformity
- EC certificates
- IFU – Instructions for use in Turkish Signature Circular

Assessment of product registration:
- After registration of documents, each medical device's information should be registered to the web interface of ÜTS. Product name in Turkish, reference number, Custom code, country of origin, etc.

First Step
- Entrance with e-signature, mobile signature or e-Government gateway system

Turkish Medicines and Medical Device Agency Assessment Process

Updating document by company
- Refusal
- Approval
- Refusal
- Approval

Reimbursed Product

Social Security Institution Registry Confirmation

Completion of the Registration

First Step
- Entrance with e-signature, mobile signature or e-Government gateway system to web interface of ÜTS or with system token through web services of ÜTS

Notification of product movements for products registered in ÜTS
Safe medical devices & improved patient safety and public health
**Medical Device Inspections**

- **Medical devices vigilance system** to improve the protection of health and safety of patients, users and others by reducing the likelihood of reoccurrence of the incidents.

- **Market surveillance activities** to ensure that medical devices are safe, perform as intended and do not pose unacceptable risks to patients, users and others.

- **An ongonig project: Good Manufacturing Project** at medical device manufacturing sites by voluntarily basis.

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**Inspections related to sales, advertisement and promotions of medical devices**

- On site inspection to monitor compliance with relevant standards and legislation when necessary

- Undertaking all necessary measures such as corrective and preventive actions, withdrawal, recall, and prohibition to supply to market when concerns relating to safety and performance of medical devices are identified
We are responsible of *cosmetic products* used daily by everyone
Vision & Aims of Cosmetic Products Department

Vision

It is attempted to reach corporate excellence keeping in the forefront of scientific truths at the operations and the decisions taken concerning cosmetics, manufacturers and consumers. In this process, Cosmetic Products Department aims to be a pioneer and reference unit at the international level.

LEGISTATION
Preparing legislations within the scope of cosmetics for needed areas and within the Customs Union consideration the conditions of our country, making adaptation studies of the EU legislations and legal arrangements for them.

REGISTRATION & NOTIFICATION
In the points of the cosmetic products diversity, ensuring more effective registration and notification processes. Product Tracking System (ÜTS), is the World’s leading portal in its field where cosmetic products and cosmetic firms are registered and it offers an infrastructure for providing “TRACEABILITY” which is a requirement for European Union. Furthermore, ÜTS includes registration with Barcode which is an argument for commercial tracking in European Union and other countries.

CERTIFICATION
Engaging in activities for the improvements of the quality of manufacturing and exporting of cosmetics.

PROJECT
Executing processes of registration and tracking system project based on the unique identifiers for medical devices and cosmetics with Product Tracking System Project.

CLINICAL RESEARCH AND STUDIES
Efficiency, safety studies or clinical research on cosmetic products or ingredients which are performed on human volunteers and organizing of Ethics Committees of Cosmetic Clinical Research Studies, are conducted with the permission of our department.

EDUCATIONAL, COMMUNICATIVE AND COORDINATION ACTS
Conducting training activities related to cosmetic products, following and participating to trainings and organizations in the field of cosmetic, planning sectorial trainings, following the news regarding cosmetic products and organizing cosmetics scientific advisory commission meetings.
Cosmetics; market surveillance and inspection
Types of Inspections on Cosmetics

As a Competent Authority we carry out;

- **Good Manufacturing Practices** inspection of cosmetic production sites (according to ISO 22716 standard and national regulations).

- Cosmetic Good Manufacturing Practices (**GMP** Certification Process) by application.

- **Market surveillance** of cosmetic products (Notification control and sensory investigation of cosmetic products and its packaging, control of cosmetic products information file-PIF, control of responsible person).

- Inspection of cosmetics related to consumer complaints and cosmetovigilance notifications.

- Inspection of cosmetics and health-claimed products related to advertisements & promotions and sales.

- **After the result of inspections some measures are taken such as** stopping the supply of products to the market, recall and withdrawal of the products supplied to the market, prohibition of supply to the market, implementation of permanent measures as disposal of non-compliant products, implementation of administrative fine process and announcement of non-compliant products to the public for the purpose of informing the public and warning of consumers who are at risk.

- **Within the scope of the procedures carried out within the framework of health claim regulations**; administrative fines, prevention of access and criminal prosecution procedures are implemented in radio and TV channels, internet sites and all kinds of promotional media.
Health Industries Coordination And Tracking

Health Industries Steering Committee established by Prime Ministry Circular No 2015/19 published on the Official Gazette dated 23 Dec 2015 No 29571 has been reformed with Presidency Circular dated 13 Dec 2018 No 2018/15. The committee has been established to assess and coordinate in an integrative way issues like investment in health industries, manufacturing, increasing export, pricing for the development of technology, reimbursement, marketing authorization, public procurements, trade policies, health industries policies, data management, dialogue with private sector.
Prioritization

Prioritization practice is carried out in order to provide earlier access to the patients of medicines that are important in terms of public health and country economy. With this prioritization practice, it is aimed to accelerate the evaluation processes of prioritized drugs carried out by our Agency.

Prioritization Criteria

- Applications relating to first generic products or products of which equivalent is authorized but not on the market
- Applications relating to the production of imported medicines in our country
- Applications relating to products of companies which are benefited from the governmental incentives in the fields of R&D, manufacturing and marketing
- Applications relating to innovative products
- Applications relating to biosimilar products
- Applications relating to locally manufactured products for exportation purposes
- Applications relating to products which cause serious public health problems in case they are not ready for use including vaccines or those which are included in the Agency’s foreign medicine procurement list on the date of application
- Special importation permit applications
- Applications relating to the Good Manufacturing Practices (GMP) audit
- Applications relating to products which have strategic importance in terms of country policies
Pharmaceutical Track & Trace System’s Advantages

- Prevents counterfeiting and smuggling
- Provides patient safety
- Supports rational drug use
- Enables drug market tracking
- Expedites reimbursement processes between pharmacies and reimbursement agencies
- Providing information for inspections and legal issues.

İTS Mobile Application

- İTS mobile application that developed for public use, is available on AppStore, GooglePlay and Windows Store.
- Patients can see their drug’s status by reading datamatrix on the drug box by using their smartphone’s camera.
- İTS mobile also shows the expiration date, recall information, price of the drug.
- Patients can report adverse effects by using İTS mobile application.

Statistics

It is currently used by 40 thousand active stakeholders.

- 490 Warehouses
- 24826 Pharmacies
- 395 Manufacturers / Importers
- 45 Reimbursement Institutions
- 15771 Consumptions Centers
- 49 Exporters

Over 10 billions of drug units are being currently tracked with İTS Response time is less than 0.2 second.
Track & Trace System

- **Production Notification**
  - Produced or imported product information are notified to ITS

- **Sale Notification**
  - Sales made by producer to other stakeholders are notified to ITS

- **Datamatrix Printing**
  - Manufacturing Company

- **Package Delivery**
  - Manufacturer > Warehouse

- **Production Purchase Notification**
  - Hospital confirms products sold to hospital with product purchase notification. This notification is compulsory for the consumption of the product

- **Sale Notification**
  - Sales made to other stakeholders by the warehouse will be notified to ITS

- **Pharmacy Warehouse > Hospital**

- **Production Purchase Notification**
  - The receiver confirms the purchase of products sold to the with this notification

- **Sale Notification**
  - Sales made to other stakeholders by the warehouse will be notified to ITS

- **Pharmacy Warehouse > Pharmacy**

- **Production Purchase Notification**
  - Pharmacy confirms products sold to pharmacy with product purchase notification. This notification is compulsory for the sale of product to patients.

- **Sale Notification**
  - Sales made to patients by the pharmacy will be notified to ITS

- **Making Payment**
  - Reimbursement Institution
Electronic Process Management (ESY)

Transferring the work to the electronic environment is carried out by the EPM Project. All documents circulated in the Agency and sent to outside have been signed by e-signature.

EPM System’s Advantages

- Accepting the applications and works electronically coming from the contacting firms, persons and institutions,
- Forming the related domains in the web interface in order to enable the applications to be made electronically,
- Forming an electronic database covering the pharmaceutical information,
- Accepting the marketing authorization applications in the electronic environment in the form of e-CTD,
- Accepting all applications in the electronic environment,
- Forming the electronic document management system,
- Ensuring the circulation of the documents electronically in the institution,
- Reduction of physical paper flow,
- Reduction in requirement for physical storage during review,
- Preparing, storing and accessing Marketing Authorization Licences and other licences through EPM,
- Forming an electronic archive.

Electronic Application System

E-Submissions

- General applications made to the various departments of the TİTCK
- EMAA
- Import and Export Permit Applications
- Pricing Applications
- Meeting Applications

Advantages

- Applicants can only see their company information, applications and drugs.
- Applicants can access to real time information of their own products.
- The applicants can easily follow their previous applications.
Applications of the CTD format were accepted for the marketing authorization in 2005.

Applications of the e-CTD format were accepted for the marketing authorization in 2011.

Drug Information Database

Data Entry
- by applicant

Verification of Database
- By registration department
- Synchronous with the assessment of the application

TITCK has a huge drug database. Drug information database is used by both our agency and pharmaceutical companies. Applicants have to register to the Electronic Application System and enter the data of their all drugs in our database. Verification of database is made by the registration department and updating of the data is synchronous with the assessment of the application.