

Good Laboratory Practices (GLP) for Non-Clinical Laboratory Studies  
21 CFR Part 58  
OMB CONTROL NUMBER 0910-0119

Supporting Statement

A. JUSTIFICATION

1. Circumstances Necessitating Information Collection

The Federal Food, Drug, and Cosmetic Act and related statutes require manufacturers of human drugs and biological products, animal drugs, medical devices, and food additives to demonstrate the safety and utility of their product by submitting applications to the FDA for research or marketing permits. Such applications contain, among other important items, full reports of all studies done to demonstrate product safety in man and/or other animals. In order to ensure adequate quality control for these studies and to provide an adequate degree of consumer protection, the agency promulgated the Good Laboratory Practice (GLP) regulations (21 CFR Part 58) (Tab A). The regulations specify minimum standards for the proper conduct of safety testing and contain sections on facilities, personnel, equipment, standard operating procedures, test and control articles, quality assurance, protocol and conduct of a safety study, records and reports, and laboratory disqualification.

The various acts enforced by FDA require an adequate showing of product safety prior to introduction into the marketplace. The GLPs ensure that the data by which safety is shown have been collected in a valid and accurate manner. Therefore, FDA is requesting the extension of the approval by the Office of Management and Budget (OMB) under the Paperwork Reduction Act for the following information collection requirements. This OMB clearance is essential if FDA is to enforce the GLPs and to assure the availability of safe and useful regulated products to American Consumers. Accordingly, we are requesting the approval of the following specific requirements:

**21 CFR 58.29 (b) - Recordkeeping:** Personnel job descriptions and experience, and training records.

**21 CFR 58.35 (b) (7) - Reporting:** Quality assurance unit inspection statement

**21 CFR 58.35 (b) (1), (2) (3), and (c) - Recordkeeping:** Master schedules, protocols, inspection reports, and standard operating procedures

**21 CFR 58.63 (b) and (c) - Recordkeeping:** Equipment inspection, maintenance, calibration, and testing records

**21 CFR 58.81 (a), (b), and (c) - Recordkeeping:** Standard operating procedures

**21 CFR 58.90 (c) and (g) - Recordkeeping:** Documentation of feed and water analysis and animal treatments

**21 CFR 58.105 (a) and (b) - Reporting:** Test and control article characterization

**21 CFR 58.107 (d) - Recordkeeping:** Test article accountability records

**21 CFR 58.113 (a) - Reporting:** Testing of mixtures

**21 CFR 58.120 - Recordkeeping:** Protocols and their amendments

**21 CFR 58.185 - Reporting:** Final report of nonclinical laboratory studies

**21 CFR 58.195 - Recordkeeping:** Documentation, records, and raw data

2. How, By Whom, Purpose of Collection

The information is collected as part of an application for a research or marketing permit that is voluntarily submitted to FDA by persons desiring to market new products. Failure to include the information in a filing to FDA would mean that agency scientific experts could not make a valid determination of product safety. FDA receives, reviews and approves hundreds of new product applications each year based on information received.

The recordkeeping requirements are necessary to document the proper conduct of a safety study, to assure the quality and integrity of the resulting final report, and to provide adequate proof of the safety of regulated products. FDA conducts on-site audits of records and reports, during its inspections of testing laboratories, to verify reliability of results submitted in applications. Each year FDA conducts audits and inspections of over 100 studies, at as many laboratories.

3. Consideration Given to Information Technology

FDA, as an agency, is aware of the dramatic cost improvements possible through computerization and is actively encouraging electronic recordkeeping and electronic submission of new product applications. On March 20, 1997, FDA published [62 FR 13430] a final rule that provides criteria for acceptance by FDA, under certain circumstances, of electronic records, electronic signatures, and handwritten signatures executed to electronic records as equivalent to paper records and handwritten signatures executed on paper. These regulations, which apply to all FDA program areas, are intended to permit the widest possible use of electronic technology. It is too early in the implementation of the new regulation to determine the affect on the information collection burden of the GLP regulations. Although the GLP regulations have always accommodated the use of electronic record technology, the new regulation will permit a broader use of the technology and ensure that future improvements to occur unimpeded by regulation and based solely upon wider availability and acceptance of improved information technology by the regulated industry.

#### 4. Identification of Information

The information collection requirements in the GLPs are unique to the testing facility and to each product. There is no duplication. There are no similar data anywhere that could satisfy the purposes set forth in items 1 and 2.

#### 5. Small Businesses

The current regulations do not have an impact on small business that would require a regulatory flexibility analysis.

#### 6. Less Frequent Information Collection

FDA has no control over the frequency of the information collection. The information is voluntarily submitted by persons wishing to gain approval of research or marketing applications.

Each application must contain the required information. Failure to include the information in a filing to FDA would mean that agency scientific experts could not arrive at a valid decision on product safety.

#### 7. Special Information Collection Circumstances

The subject information collection requirements are consistent with 5 CFR ? 1320.6 with exception of the 5 year retention of records for the toxicology studies. This extended retention period is necessary because it is approximately a 5 year process. These records must be available to FDA inspectors so they can be examined during on-site visits to verify the quality and integrity of the data.

#### 8. Outside Consultation

FDA has extensive contacts and consults with the affected industry, other government agencies, and international organizations which have an interest in the implementation of the GLP regulations.

In accordance with 5 CFR 1320.8(d), on June 10, 1998, in Volume 63, No. 111, page 31786, a 60-day notice for public comment (Tab B) was published in the Federal Register. No comments were received from the public.

#### 9. Payment or Gift

No payment or gift is provided.

#### 10. Confidentiality Provisions

All records and reports maintained by FDA are kept in limited access areas. The materials are kept confidential in accordance with 18 U.S.C. 1905 as well as section 301 (j) of the Federal Food, Drug, and Cosmetic Act.

## 11. Privacy

The information collection does not contain questions pertaining to sex, behavior, attitude, religious beliefs, or any matters that are commonly considered private or sensitive in nature.

## 12. Burden of Information Collection

The annual burden for the information collection requirements in these regulations is estimated at 1,739,000 burden hours.

The agency used estimates from 400 domestic nonclinical toxicology laboratories and a total of 24,100 nonclinical safety studies per year to calculate the total workload. The estimates, per activity, were developed and then multiplied by either the number of laboratories or the number of nonclinical safety studies, as appropriate. These estimates were reviewed for the current submission by the personnel in the agency most familiar with this program. They were found to accommodate current laboratory practice.

The estimates reported in this submission are summarized in Table 1. The assumptions upon which these estimates are based were developed during an in-depth assessment of the paperwork requirements and economic impact of these regulations performed during the last major revision to the regulations in 1986. The findings of that assessment are contained in the reports attached in Appendices I and II (Tab C). These reports were reviewed for the current submission, to substantiate current estimates.

Table 1. - Estimated Annual Reporting Burden<sup>1</sup>

21 CFR Section	No. of Respondents	Annual Frequency per Response	Total Annual Responses	Hours per Response	Total Hours
58.35(b)(7)	400	60.25	24,100	1	24,100
58.185	400	60.25	24,100	27.65	666,400
Total burden hours					690,500

<sup>1</sup>There are no capital costs or operating and maintenance costs associated with this collection of information.

Table 2. - Estimated Annual Recordkeeping Burden<sup>1</sup>

21 CFR Section	No. of Recordkeepers	Annual Frequency per Recordkeeping	Total Annual Records	Hours per Record-keeper	Total Hours
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58.29(b)	400	20	8,000	.21	1,700
53.35(b)(1)- (b)(6), and (c)	400	270.76	108,400	3.36	363,900
58.63(b) and (c)	400	60	24,000	.09	2,200
58.81(a) - (c)	400	301.8	120,000	.14	16,800
58.90(c) and (g)	400	62.7	25,000	.13	3,200
58.105(a) and (b)	400	5	2,000	11.8	23,600
58.107(d)	400	1	400	4.25	1,700
58.113(a)	400	15.33	6,132	6.8	41,700
58.120	400	15.38	6,160	32.7	201,200
58.195	400	251.5	100,000	3.9	392,400
Total burden hours					1,048,400

There are no capital costs or operating and maintenance costs associated with this collection of information.

### 13. Cost to Respondents Resulting from the Collection of Information

There are no capital costs or operating and maintenance costs associated with this collection of information.

### 14. Annualized Cost to FDA

The government's cost to review the reports specifically covered by these regulations is negligible. Applications for research or marketing applications submitted to the FDA are usually large and contain a great deal of information on the safety, utility, manufacturing and control chemistry, labeling, and other characteristics of the product. The cost to review the overall applications is included in the cost section of Requests for OMB Approval for each application.

### 15. Reason for Change

There is no change to be reported.

### 16. Statistical Reporting

The reporting requirements contained in this proposal are not statistical in nature and the records are not published for statistical use.

17. Display of OMB Approval Date

We are not seeking approval to exempt display of the OMB approval date on any documents that are associated with this information collection.

18. Exceptions to ACertification for Paperwork Reduction Act Submissions

There are no exceptions to ACertification for Paperwork Reduction Act Submissions for this collection of information.