FIJI PHARMACEUTICAL &

BIOMEDICAL SERVICES CENTRE

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Medicine Donations Policy

Any donated medicines from Non-Governmental Organizations, Civil Societies, Religious Organizations, and Foreign Governments & United Nations as aid for natural disaster consequences or outbreak and Overseas Teams must be within the Essential Medicines List. The Ministry of Health and Medical Services has adopted the WHO Donated Guidelines following these four core principles:

i. Maximum benefit to the people of Fiji
ii. Respect wishes and authority of the Ministry of Health and Medical Services
iii. No double standards in quality, safety and efficacy
iv. Effective communication between donor/team coordinator and Pharmacy Department/Fiji Pharmaceutical and Biomedical Services Centre

Selection of Medicines

All medicine donations should be based on the Fiji Essential Medicines List and registered in Fiji.
Should be relevant to the disease patterns of Fiji*
*If not on EML then approval should be sought from proper authority i.e. Chief Pharmacist and/or NMTC

Quality Assurance & Shelf –life
All donated medicines should be obtained from a supplier that has been approved by the Fiji Pharmaceutical & Biomedical Services and comply with the International Code of Good Manufacturing Practice (CGMP).

No medicines donated should be used for research purposes, nor recycled from previous patient use from the donated country (unless approved by authority) or should have been given to health professionals as free samples.

All donated medicines should have a remaining shelf-life of a minimum of 18 months upon arrival at designated MoHMS facility.

Presentation, packaging and labeling

All medicine items should comply with the following:

- Labeling must be in the English language
- Standard must be of British Pharmacopaeia (B.P) or United States Pharmacopaeia (USP) or European Pharmacopaeia (EUP. P) or registered in approved countries as per Pre-qualification requirements of the Regulatory Authority of FPSC.
- Generic name of medicine
- Strength
- Dosage Form
- Quantity of medicine per primary container
- Batch number
- Expiry date
- Name of manufacturer
- Storage conditions
- Have product leaflets inserted (for reference)

Information and Management

Donor/coordinator/consultant should liaise with Chief Pharmacist or Principal Pharmacist at the Divisional MoHMS facilities **at least four weeks** before team or donation arrives in Fiji.

The initial correspondence should contain the following detailed information before approval of medicine donations:

- The type and quantities of medicine donated
- Generic name of drug
- Standard must be of British Pharmacopaeia (B.P) or USP or European Pharmacopaeia or registered in approved countries as per Pre-qualification requirements of the Regulatory Authority
- Strength and dosage form
- Batch number
- Expiry date
- Manufacturer or wholesale supplier
- The expected date of arrival and port of entry
- Identity and contact address of donor

Costs of all freights and clearance (if not duty-free) should be met by the donor agencies or team.

The Warehouse Manager or Logistics Officer in the Divisional MoHMS health facilities will stock all donated medicines and document all transactions.

Any excesses from the visiting team will be discarded under the National Medicinal Products Policy 2012 or used appropriately by the consultant