

Robust SOPs – Your Key to Compliance|company

Learn how to write SOPs that are easy to understand and support compliance.

Write SOPs that are read, understood and followed.

In this course, employees gain practical tools to make instructions clearer, more useful and easier to follow in practice.

About the course

[Read about the benefits of a company course](#)

Your organisation is required to have a quality system and defined SOPs (Standard Operating Procedures). It is therefore essential that instructions are clear, relevant and easy to follow in practice.

In this course, employees gain practical tools and tips for writing and structuring clear and easy-to-use instructions.

You will gain insight into barriers to compliance and learn how effective processes for developing instructions can strengthen compliance.

The course covers the following topics:

- Relevant regulatory requirements for instructions.
- Barriers to following instructions.
- Practical tools for developing and improving instructions.

The course can advantageously be combined with
[Learn from Your Own Cases and Create a Shared Direction](#)

Target group

Employees working within GMP, GDP or at suppliers to GMP-regulated companies who write, use, review or optimise instructions (SOPs).

What you gain

Sign-up

Course

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Format

Half-day in-company course

Choose date and sign up

Hillerød 31. dec – 31. dec. 2040

Benefits for employees

- You gain practical tools and tips for writing and structuring clear and easy-to-use instructions.
- You gain insight into barriers to compliance.
- You gain an understanding of how instructions can be developed to support compliance in practice.

Benefits for the organisation

- Employees write SOPs that are easier for colleagues to understand and follow.
- Employees identify barriers to compliance and can help reduce errors in everyday work.
- Employees strengthen compliance through clear instructions and a more effective SOP development process.

Course program

During the course, we cover the following topics:

- Regulatory requirements
- Barriers to reading and following instructions
- Tools for improving instructions (SOPs)

The course combines presentations with practical group exercises.