

# Document Management System (RC-DMS)



# Rescop

## RC-DMS

### Objective

Store, manage and publish quality documentation (e.g. SOPs, validation documentation, etc.), in accordance with GxP regulations.

### Main functionality

- Uploading of documents with common file types and generation of .pdf versions
- Storage, review and approval of documentation
- Publish and search for documentation
- Configure document (sub)types and corresponding review and approval workflows
- Configurable roles and rights
- User interface depending on roles and rights
- Version Management
- Schedule and trigger periodic review of documents
- Possibility to print authentic copies
- Management Reporting

### Advantages

- GxP compliant document management
- Standardized and efficient document workflow
- Centrally and readily retrievable documentation
- Paperless compliance
- 21 CFR part 11 and Eudralex Annex 11 ready

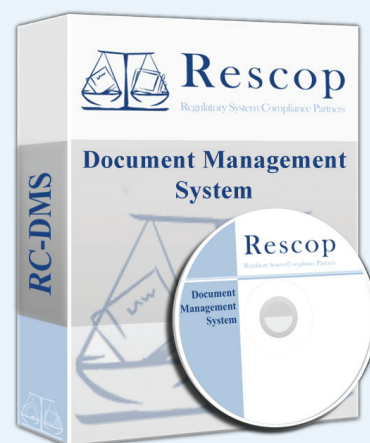
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Rescop also offers other innovative software products:

- Exception Handling and CAPA (RC-CAPA)
- Training Management System (RC-Training)
- Change Management System (RC-Change)
- System Management and Electronic Logbook (RC-Logbook)
- Validation, Qualification and Commissioning (RC-SDLC)
- Automation Compliance Management Suite (RC-ACMS)

Code	Title	Organisation	Type	Sub-Type
QW-01	Quality Manual	Human Resources	General	Organization
SOP-SA-01	Training	Human Resources	General	Organization
SOP-SDS-01	Software Development and Support	Human Resources	Policies	Organization
DocCode-1	Example Document Title	Clinical Production	Projects	Training
Document-Code-1	Example Title	Clinical Production	General	Batch records
HPLC-01 VR	HPLC-01 Validation Report	Equipment	Validation	Equipment
HPLC-01 VP	HPLC-01 Validation Plan	Equipment	Validation	Equipment

Document	Version	Reading Time	Read by
Code-123, General SOP	1	06-Jul-2011 09:19:19	Rescop Administrator
Code-123, General SOP	1	21-Jun-2011 16:55:58	Piet Vervoort
Code-123, General SOP	1	21-Jun-2011 10:55:56	Piet Vervoort
Code-123, General SOP	1	15-Jun-2011 12:45:53	Rescop Administrator
Code-123, General SOP	1	06-Jun-2011 15:20:44	Piet Vervoort
Code-123, General SOP	1	06-Jun-2011 14:43:10	Piet Vervoort
Code-123, General SOP	1	06-Jun-2011 14:36:04	Piet Vervoort
Code-123, General SOP	1	06-Jun-2011 14:06:24	Piet Vervoort
Code-123, General SOP	1	06-Jun-2011 13:52:16	Rescop Administrator
Code-123, General SOP	1	06-Jun-2011 12:47:36	Rescop Administrator
Code-123, General SOP	1	31-May-2011 14:41:10	Rescop Administrator
Code-123, General SOP	1	31-May-2011 14:41:07	Rescop Administrator