

Actions after the GPC Meeting

Learning Objectives

After completing this unit, you'll be able to:

- Record the Final Decision and Meeting Minutes in the MAI record
- Successfully run the Manage Countries wizard after GPC
- Update the scope of your selection per Country

Introduction

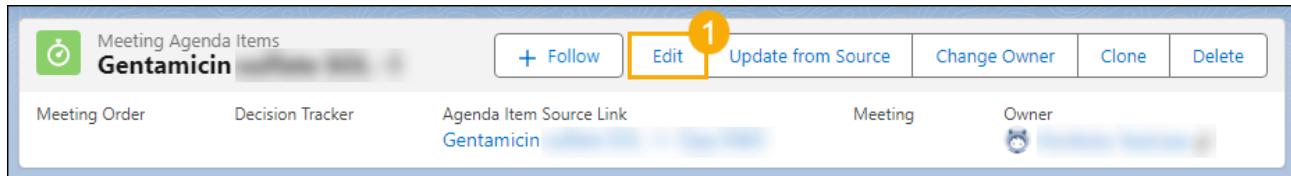
The day has come: your selection is in the GPC Meeting! In this meeting, the Proposed Decision is discussed, while considering the important data you have prepared in the previous unit.

When the GPC Meeting is over, you have a Final Decision and key information that must be recorded in SANITY. In this unit, you will learn how to do these post-GPC steps.

Final Decision and Meeting Minutes

After the GPC Meeting has taken place, you must record the Final Decision and Meeting Minutes within the next **2 days** after GPC. Let's see how you can do this!

1. On the MAI record, click on the "**Edit**" button



2. Complete the "**Decision Final**" field with an option from the dropdown
3. You must complete the "**Meeting Minutes**" field with clarifications and key information on the decision
4. Click "**Save**"

Decision Proposed --None-- Net Sales

Decision Final --None-- Cost

Countries NAmer (North America)(2) : CA,US ; Other(1) : IE

Strengths (5 mg) / 10 ml

Meeting Minutes

NPV

Cancel Save



Note: After completing the "Decision Final" field on the MAI record, you have 24 hours to complete the 'Meeting Minutes' field.

Manage Countries

SANITY has a functionality that allows reflecting the selection decision per country - the Manage Countries wizard. Please, remember that key country scopes must always be included in your new selections. The key countries are: EU, US, CA, JP, MX, and BR.

After GPC, you need to go back to the corresponding Opp D&D record and run the Manage Countries wizard, making sure that you reflect the correct decision for each of the countries included in your selection. Let's see how to do this.

1. Click on the "**Manage Countries**" button, which will open the Manage Countries wizard

Opportunity Detail & Diligence
Gentamicin

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Record Type: New Selection Evaluation Status: Active Feedback Average: 0.0 Product & Project(s) Links: Product: Gentamicin Originator Product Target: Gentamicin

2. In the pop up, select the option "**Manage Countries**"

3. Click "**Next**"

*Select the options below to Proceed

Edit/Add Countries Manage Countries 2

Next 3

4. If you want to select countries for In-House Development, under the “**Interest Stage**” field, select “**Interest**”
5. Select “**In-House Development**”, under “**Product Source at Selection**”
6. Select the “**Launch Type**” (options: N/A, LoE, Non-LoE)
7. Select the “**Countries**” that apply
8. Click “**Next**”. To select countries for Business Development, repeat steps **4** to **8**, while selecting the option “**Business Development**” in step **5** and the appropriate countries in step **7**

The screenshot shows a software interface for selecting countries. On the left, there's a vertical sidebar with labels: 'Interest Stage', 'Product Source at Selection', 'Launch Type', and 'Regions'. Below these are sections for 'Regions' (Europe, LATAM) and 'Countries'. The 'Countries' section contains a list of countries with checkboxes: Antigua and Barbuda, Argentina, Burundi, Cape Verde, Albania (which is checked), Andorra, and Ireland. A yellow box labeled '7' encloses the list of countries. At the bottom right is a blue 'Next' button with a yellow border, labeled '8'.

9. The summary info will be updated. If you would like to Decline any countries you can continue with step 10, otherwise you can leave all fields/boxes blank and continue with step 12
10. If you want to select countries to Decline, under “**Interest Stage**” select “**Declined**”
11. Select the “**Countries**” that apply
12. Click “**Next**”. To select countries to Monitor, repeat steps **9** to **12**, while selecting the option “**Monitor / Follow-up**” in step **10** and the appropriate countries in step **11**

9 Interested - In-House Development - LoE : Albania.
Interested - Business Development - N/A : Argentina, Andorra.

10 Interest Stage
Declined

Reset All

Regions

Europe
 LATAM (Latin America)

Countries

11 Antigua and Barbuda
 Burundi
 Cape Verde
 Ireland

12 Next

13. The summary info will be updated
14. If you have finished your selection, click “**Next**”

13 Interested - In-House Development - LoE : Albania.
Interested - Business Development - N/A : Argentina, Andorra.
Declined : Antigua and Barbuda, Ireland.
Monitored : Burundi, Cape Verde.

Interest Stage
-- none selected --

Reset All

Regions

Europe
 LATAM (Latin America)

14 Next

15. Check the box next to “**Update MS7, MS8 Fields based on Country**” or “**Update MS7, MS8 Fields based on Region**”
16. Click “**Next**”

Manage OppDD Countries

Update MS7,MS8 Fields based on Region 15

Update MS7,MS8 Fields based on Country

16 Next

17. If you have selected to update MS7 and MS8 fields based on country, complete the **“Planned Reg Submission Date”** and **“Planned Launch Date”** for each selected country

18. Click **“Save”**

19. Click **“Next”**

<input type="checkbox"/> Country	Planned Reg Submission Date	Planned Launch Date	LoE Date	Parent Region
1 <input type="checkbox"/> Afghanistan	* <input type="text"/>	<input type="button" value="Calendar"/>		APMA
2 <input type="checkbox"/> Angola				APMA
3 <input type="checkbox"/> Australia				APMA
4 <input type="checkbox"/> Canada				NAmer

17 Save 18
19 Next

20. If you have selected to update MS7 and MS8 fields based on region, enter your dates in each of the **two mandatory fields**

21. Click **“Next”**

Manage OppDD Countries

* Current planned Reg Submission Date (MS7) 20

* Current planned Launch Date (MS8)

Complete this field.

Regions

NAmer (North America)
 APAC (Asia Pacific)
 MEA (Middle East & Africa)

Country	Planned Reg Submission Date	Planned Launch Date	LoE Date
Canada			

21 Next



Steps 15 to 21 in the Manage Countries wizard are very important. Before finishing this process of managing countries, you must record the Target Submission Date (MS7) and Target Launch Date (MS8) for each of the countries/regions included in your selection. This is a mandatory step with

important data, so please make sure you confirm these dates before recording them.

After clicking the 'Next' button, you will receive two success messages: the first one on the provided dates, saying 'Updated successfully', and the second on the overall process, saying 'Success'. Simply click on the 'Finish' button to close the Manage Countries wizard.

Upon clicking 'Finish' you will be redirected to the Opp D&D record. Under the section "**Final Selections per Country**", you will see the proposed decision per country reflecting your selection.



After the Manage Countries wizard has been successfully run, corresponding new Portfolio Project or Scope Extension can be added to your selection.

Well done! You have successfully used the Manage Countries wizard.

Update Scopes per Country

In case you want to change/update the information included in your selection, you can do so by resetting the Manage Countries wizard.

To perform the reset you, can start by opening the Manage Countries wizard as described in Steps 1 to 4 in the section above.

1. When the Manage Countries window opens, tick the "**Reset All**" checkbox

2. Click "Next"

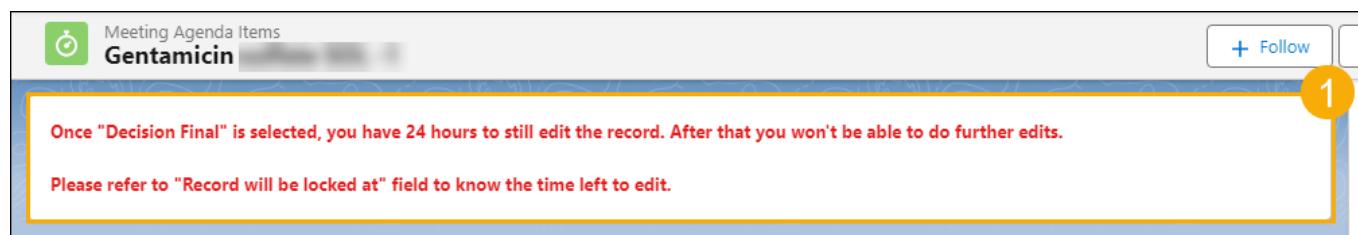
The screenshot shows a search interface with various filters. At the top left is a dropdown for 'Interest Stage' with the option '-- none selected --'. Below it is a checkbox for 'Reset All' which is checked and highlighted with a yellow circle containing the number '1'. Under 'Regions', there is a checkbox for 'NAmer (North America)'. Under 'Countries', there are checkboxes for 'Canada', 'United States', and 'Ireland'. In the bottom right corner, there is a blue 'Next' button with a yellow circle containing the number '2'.

After the reset, you can make your selections from the start. If you don't remember the process, simply go back to the 'Manage Countries' section above for the detailed steps.

Opp D&D and MAI records locked

Once the 'Decision Final' field is completed on the MAI record, locking of the records is initiated.

The **MAI record will be locked after 24 hours of the "Decision Final" setting**. After this time you will no longer be able to make any changes to it. To help you identify when the record will be locked, you have a **warning (1)** on the top of the MAI record, and you can find the date when the locking will occur on the field "**Record will be locked at**" (2) on the "System Information" section.



The screenshot shows a Quip meeting agenda item record for "Gentamicin". The "System Information" section includes fields like Meeting Order, Quip URL, Created By, Owner, Target Meeting, Record Type, Product Target, Opportunity Diligence, Business Development Deal, Portfolio Project, Parent Product Target, and Parent Portfolio Project. A yellow box highlights the "Record Lock Status" field, which shows "Record locking is initiated" and "Record will be locked at 20/06/2023 17:51". A circled '2' is placed over this field.

Meeting Order	Quip URL	Created By	Owner	Target Meeting	Record Type	Product Target	Opportunity Diligence	Business Development Deal	Portfolio Project	Parent Product Target	Parent Portfolio Project	Meeting Agenda Item Name	Agenda Item
				GPC Meeting	GPC	Gentamicin						Last Modified By	19/06/2023 17:51
												Update & Agenda Item Link	Gentamicin
												Decision Tracker	Final: Follow-up
												Agenda Item Source Link	Gentamicin
												Agenda Item Source & Type	Opportunity Diligence & GPC
												Legacy Files	
												Country Detail Level	
												Project & Launch Management	
												SPC Submission	
												Record Lock Status	Record locking is initiated
												Record will be locked at	20/06/2023 17:51

The **Opp D&D record will be locked after 14 days of the “Decision Final” setting**. After this time, you will no longer be able to make any changes to the Opp D&D record.

To help you identify when the record will be locked you have a **warning (1)** on the top of the Opp D&D record and you can find the date the locking will occur on the field **“Record will be locked at” (2)** on the “System Information” section, in this section if needed you can change the **“Record Type” (3)**.

The screenshot shows an "Opportunity Detail & Diligence" record for "Gentamicin". A yellow box highlights a warning message: "Once the Evaluation Status is either “Selected” or “Declined”, you have 14 days to still edit the record. After that you won’t be able to do further edits." Another yellow box highlights the "Record will be locked at" field, which shows "20/06/2023 17:51". A circled '1' is placed over the warning message, and a circled '2' is placed over the locked date field.

Opportunity Detail & Diligence
Gentamicin

Once the Evaluation Status is either “Selected” or “Declined”, you have 14 days to still edit the record. After that you won’t be able to do further edits.

Please refer to “Record will be locked at” field to know the time left to edit.

Opportunity Detail & Diligence
Gentamicin

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System Information

Opportunity Detail & Diligence	Gentamicir	QUIP URL		
Owner	Gentamicir	Fast Track Approval Status		
Last Modified By	Gentamicir	Record Type	New Selection	3
Created By	Gentamicir	Record Lock Status	Record locking is initiated	2
Duplicate Index	1	Record will be locked at	03/07/2023 18:04	
Duplication Reason				



Make sure that the Forecast is properly uploaded on the Opp D&D before the record is locked.

If any changes are needed after the record has been locked, you will have to contact your Global Governance Process and System Team.

Once the Opp D&D record is locked, the record type will automatically change to "New Selection Selected".

GPC Outcome: Follow-Up or Make vs. Buy Evaluation

If the outcome of the GPC meeting is a 'Follow-Up' or request for a 'Evaluation in Make vs. Buy', the Opp D&D record will not be Selected (locked), and it will still remain Active. To bring the updated Opportunity to GPC please create a new Meeting Agenda Item for a future GPC Meeting.

Also, if all the countries taken for selection are on 'Monitor/Follow-Up', your Opp D&D will not be Selected. To bring these countries again for a selection decision, you must use this same Opp D&D record with a new MAI. However, if only some countries are on 'Monitor/Follow-Up' and the rest are Selected, the Opp D&D record will have its status changed to Selected. In the future, if you want to take the non-Selected countries for a selection decision again, you must create a new Opp D&D record with a new MAI.

Next Steps

It is very important to follow and confirm all these steps and do this in time before the records get locked. Only after the Final Decision is recorded, the Meeting Minutes are completed and Manage Countries is done accordingly, a Portfolio Project will be created so that the Product Development and BD&L teams can start working on your selection.