

Training Document

QA-F-002 ab 1/26/12

Title: Training documentation

Training: Content and Handling of Standard Operating Procedures (SOP) # SOP-11-A-001

Date: 11/15/2011 ab 11/28/11

Training:

Performed by: Andrea Burgon A. Burgon Date: 11/15/11

Attendees:

Roger Kaspar [Signature]
 Robyn Hickerson [Signature]
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1.0 PURPOSE

The purpose of this document is to verify that TransDerm employees have been trained on the following: [1] how to write Standard Operating Procedures (SOPs); [2] the process for performing biennial reviews; and [3] how to make revisions to SOPs.