



SCIENTIFIC ARCHIVISTS GROUP

Promoting Excellence in Records Management

SPRING CONFERENCE

22nd and 23rd APRIL 2010
MERCURE HOTEL, BASEL, SWITZERLAND

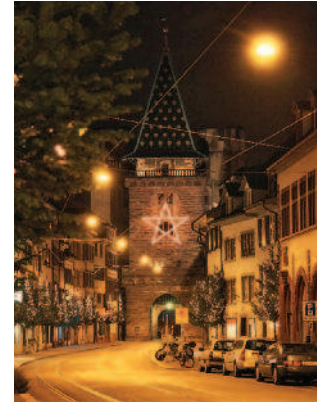
www.sagroup.org.uk





Invite

We hope you will be able to join us at Mercure Hotel, Basel Switzerland for our Spring 2010 Conference. This conference will be two full days including the Members Session and field trip to the Basel State Archive on Thursday 22nd April



Field Trip - The Basel State Archive

<http://www.baselland.ch/Staatsarchiv.273831.0.html>



Conference Accommodation and Registration Details

The full price of the conference also includes

- Accommodation on the Wednesday evening
- Breakfast, lunch, field trip, conference dinner and accommodation on Thursday.
- Breakfast and lunch on Friday.

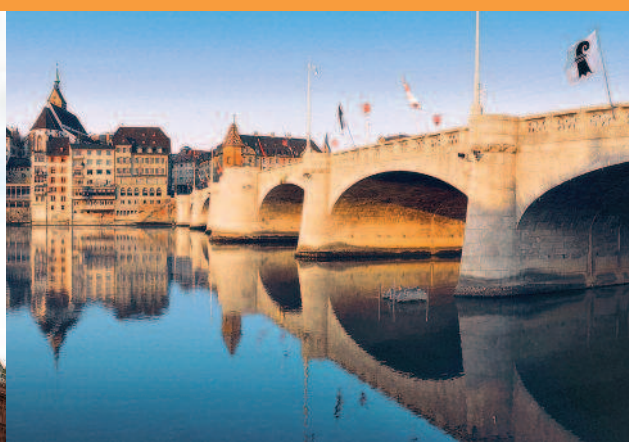


Please remember to book as early as possible as SAG can be held liable for any unoccupied rooms. If it looks as though we will not fill our allocation of rooms, they will have to be released. Should you require extra room nights please contact the hotel directly.

Also remember you are responsible for the payment of any extras charged to your room (extra nights, drinks, room services etc). You must settle these when you checkout.

Please do book your places as soon as possible. To qualify for the reduced rate you must book and pay for the conference by 19th March 2010. After this date the higher fee will be charged and we may not be able to guarantee accommodation at this hotel. Please be aware that no bookings will be accepted after 9th April 2010.

All booking details including terms and conditions are on the registration form. This information is also available on our website www.sagroup.org.uk. Should you have any queries regarding this conference please do not hesitate to contact us by email basel-spring2010@sagroup.org.uk.



Thursday 22nd April 2010

- 09:00** Introduction and Welcome
- 09:10** Members Session
- 10:10** DIA TMF Initiative – Karen Roy
- 10:30** Coffee
- 11:00** Workshop *ISO 15489 Compliant Classification Systems and the Relevance to GXP* – Russell Joyce, Takeda and Eldin Rammell, Rammell Consulting
- 13:00** Lunch
- 14:00** Field Trip - Basel State Archive
- 17:00** Return to Hotel
- 19:00** Drinks Reception Followed by the Conference Dinner

Friday 23rd April 2010

- 08:30** *Electronic Archiving* Bernd Mohnsame of ZAS Zentral Archive Service
- 09:00** *Records Management Strategies Global Corporate Records Management at Roche* – Anita Paul, Roche
- 09:45** *Implementation of a Global Electronic Records Management System* – Henrik Hounsgaard, Novo Nordisk
- 10:30** Coffee
- 11:00** *Moving your Archive* – Chris Jones, GlaxoSmithKline
- 11:45** *Imaging Data* – Basel University Media Lab
- 12:30** Lunch
- 13:30** *Development of Electronic Data Recording Systems in a Regulated Environment: A Case Study Using Electronic Laboratory Notebooks* – Mark Weaver, AstraZeneca
- 14:00** GCP Inspector, TBC
- 14:45** GLP Inspector, TBC
- 15:30** Conference Close

All presentations and speakers correct at the time of going to press



Terms and conditions

Refund Policy, more than one calendar month notification – full refund less 25% administration fee.
 Less than one calendar month notification – NO REFUND. Delegate name change - £25 administration charge.





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