

Electronic Signature Acknowledgement Form and Signature Log

Boehringer Ingelheim Fremont Inc.

Name (Last Name, First Name, MI) (please print)		Date
Department	Initials	
Staff Type <input type="checkbox"/> FTE <input type="checkbox"/> Supplemental Worker		
Supervisor Name		
BI ID Number		
BI Start Date (for Supplemental Workers only)		

INTRODUCTION: On August 20, 1997, the FDA Final Rule of 21 CFR Part 11-Electronic Records; Electronic Signatures became effective. It describes the requirements for use of Electronic Records and Electronic Signatures in a regulated environment. Pursuant to the ruling the Board of Managing Directors of Boehringer Ingelheim International GmbH submitted a letter to the FDA on September 12, 2001 certifying that "all electronic signatures executed to electronic records required by predicate rules in Boehringer Ingelheim systems, used on or after September 12, 2001 as found in the Federal Food and Drug Administration regulations, are intended to be the legally binding equivalent of traditional handwritten signatures".

SCOPE: This Acknowledgement Form applies to electronic signatures executed for regulatory documents defined under FDA 21 CFR Part 11.

AGREEMENT: By signing this Electronic Signature Acknowledgment Form, I agree that my electronic signature is the legally binding equivalent to my handwritten signature. Whenever I execute an electronic signature, it has the same validity and meaning as my handwritten signature. I will not, at any time in the future, repudiate the meaning of my electronic signature or claim that my electronic signature is not legally binding. By signing below, I accept the conditions of this agreement.

_____ Signature	_____ Initials	_____ Date
_____ Witness Signature		_____ Date
_____ Witness (printed name)		

When Complete please return to: BIFI Learning & Development