

# Sampling and Dispensing

Singota™ Solutions offers sampling and dispensing services for clients in the pharmaceutical and biotechnology industry who store bulk API, excipients, and other ingredients in the company's storage facilities. Singota can aliquot materials to specified weights or volumes into appropriate containers for testing, development, and manufacturing purposes.

Clients that utilize Singota for supply chain management services can direct and authorize Singota to sample and dispense various materials and specify shipping or storage instructions using the company's web-based E-Transparency® system. The system interfaces with the company's validated ERP and "Weigh & Dispense" IT modules to verify material identity, quality status, and expiry/retest dates prior to dispensing material from inventory. Once the sampling and dispensing operations are underway, the company's IT system records processing conditions, updates all material movements and inventory levels, and maintains traceability and material transaction histories.

Sampling and dispensing services include:

- Powders and liquids
- Flammable, toxic, and potent materials
- Light, humidity, and static sensitive materials
- Weight ranges from 10 mg up to 115 Kg
- Time Out of Refrigeration (TOR) monitoring



Sample and dispense operations are carried out in clean rooms maintained to ISO 8 standards. Contamination control, environmental monitoring, equipment inspection, maintenance, and calibration procedures are in place and fully documented. Fluids are dispensed with calibrated pipettes and peristaltic pump systems. Clients can either specify or supply their own container(s) or utilize several standard container types available in stock at Singota.

Singota stores materials under controlled and documented cGMP conditions including 15-25 °C, 2-8 °C, -20 °C, -80 °C, as well as ICH Stability conditions. Safe storage of large volume flammable and hazardous materials is also available.

*Singota Solutions is audited to, and compliant with cGMP and ISO requirements as a service provider to the pharmaceutical, animal health, and medical device industries. Founded in 2006, the company is a woman-owned business operating in a 72,000 square foot facility in Bloomington, Indiana, within 90 minutes of both FedEx and UPS hubs. The company's service lines include supply chain operations, drug formulation development, analytical methods development & testing activities, and labeling & kitting operations. BioConvergence LLC d/b/a Singota Solutions.*

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