

# Computer Systems Validation & Software Assurance Week

APRIL 13-15, 2021

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**Subject: Request to Attend the 2021 Computer Systems Validation and Software Assurance Week**

Dear [Decision-maker],

I would like to request approval to attend the **2021 Computer Systems Validation and Software Assurance Week** meeting, being held **April 13-15, 2021** in a fully virtual format.

Attending CSV Week would be beneficial to me because this program provides a one-of-a-kind opportunity to gain the latest and most comprehensive information on all things CSV and Data Integrity over 3 days of engaging plenary and breakout sessions. This conference has served as a gold-standard event for 22 years and offers many opportunities for learning, networking and benchmarking with industry leaders, including members of the FDA-Industry Collaborative team, with respect to innovation and continuous improvement.

For more information on specific sessions and speakers, please explore the latest conference website, which can be found at [www.informaconnect.com/csv](http://www.informaconnect.com/csv).

As you'll see on the above agenda, these are some of the key topics that will be covered:

- Critical Updates on Guidance and Regulations Related to Computer and Software Systems Within Life Sciences
- Modernize and Transform Validation Approach – Building Synergies Between CSA and GAMP
- Cloud Computing – Ensuring e-Records Data Integrity
- Evaluate and Assess Computer Validation Audits
- Analyze and Diagnose Risks from SaaS Vendor Audit Findings and Insights
- Agile Methodologies for SDLC Modernization
- Evaluating the Intersection of QA and IT
- Ensuring Data Integrity in Virtual Environments

In addition, my attendance will allow me to:

- Stay up to date with the latest innovations and regulatory updates
- Build relationships across the bio/pharmaceutical industry and invest in my future
- Gain best practices and new solutions to bring back to our facility and improve operations
- Take home conference materials via the online compendium to share with colleagues
- Receive a certificate of completion towards GMP training hours for attending

The full price to attend is \$1,699, but can be reduced to \$1,499 by registering by the advantage pricing date of March 26, 2021.

The opportunity to develop my skills, expand my network, strengthen my knowledge and gain exclusive industry updates makes my attendance a critical and valuable investment. I plan to submit a summary of my learnings and takeaways upon my return. Thank you for your consideration; I look forward to your decision.

Sincerely,

[Your Name here]

