Study Title:
Lab ID Number:

Form Group:	Lab Critical Phase Inspection
Packet ID:	LCPI-
Audit Type Chem/Crop/PR#(ID) :	
Location:	
Date:	
Closed:	

A. General
Yes, No, N/A

1. Protocol and method available to appropriate personnel:	
2. Discovered changes/revisions of approved protocol documented:	
3. Procedures, as listed in the protocol, being followed:	
4. Modifications to the validated method documented and approved by the LRD and Study Director:	
5. Lab operations relating to study conducted according to SOPs:	
6. SOPs available to lab personnel:	
7. SOP deviations documented in the raw data:	
8. SOP deviations approved by the Study Director:	
9. Adequate number of trained personnel:	
10. Observed procedures relating to study:	
11. Observed procedures conducted for protocol:	

B. Equipment/Instrument
Yes, No, N/A

12. Equipment calibrated/standardized:	
13. Equipment cleaning/maintenance is documented:	
14. Logbooks up-to-date:	
15. SOP for equipment in place and current:	

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C. Samples Yes, No, N/A	
16. Sample is uniquely identified to::	
a. Protocol:	
b. SOP:	
17. Sample ID appears on container:	
18. Sample container is identified by:	
a. Test System:	
b. Field ID Number:	
c. Nature of the sample:	
d. Date of collection/ site:	
Test Substance:	
19. Samples are maintained under proper storage:	
a. Sample storage location documented:	
b. Temperature and maintenance records up-to-date:	
20. Sample preparation (ie, processing, extraction, analysis, etc.) is properly recorded:	
21. Sub-samples are properly identified during:	
a. Sample Processing/grinding:	
b. Weighing/subsampling:	
c. Sample extraction(s) and cleanup(s):	
22. Sample integrity maintained during preparation:	

D. Reagents, Solvents and Solutions	
23. Reagents, Solutions, Solvents are labeled:	
a. Identity/concentration/storage requirements:	
b. Expiration date:	
24. Standard Solutions:	
a. Have been prepared according to SOPs/method:	
b. Have been properly labeled:	
i. Identity/concentration:	
ii. Date prepared/prepared by (if applicable):	
iii. storage conditions/expiration date:	
c. Are not out-of-date:	
d. Are properly stored:	

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E. Recording of Data	
25. Hand generated data are properly recorded:	
a. Directly, promptly, legibly:	
b. In indelible ink:	
c. On an appropriate form or in lab raw data:	
26. Entries are dated and initialed appropriately:	
27. Analytical standards used are properly identified in the raw data:	
28. Changes to raw data. Do not obscure the original entry:	
a. Explained:	
b. Dated:	
c. initialed:	
29. Computer generated data:	
a. Program has been validated:	
b. Input personnel identified:	
c. Data calculation verified:	
30. Lab raw data stored according to SOP:	