Study Title:
Lab ID Number:

Form Group:	Analytical Summary Report Audit
Packet ID:	ASRA-
Audit Type Chem/Crop/PR#(ID) :	
Location:	
Date:	
Closed:	

A. Cover Page Yes, No, N/A	
1. PR#:	
2. Title:	
3. Author(s):	
4. Report Date:	
5. Sponsor:	
6. Study Director (Name):	
7. Laboratory Research Director (Name/Location):	
8. Laboratory ID#:	
9. Field ID #s:	
10. Study Timetable:	
a. Initiation date:	
b. Experimental termination date:	
B. Good Laboratory Practice (GLP) Statement Yes, No, N/A	
11. Exceptions to the GLP standards listed:	
12. Analyst's and Laboratory Research Director's signatures:	
C. Quality Assurance Statement Yes, No, N/A	
13. Complete (includes date of inspection, person inspecting, date reported to SD & TFM):	
14. Signed & dated:	
D. Study Participants Yes, No, N/A	
15. All study participants listed:	
E. Table of Contents Yes, No, N/A	
16. Index contains all sections of report:	
a. List of tables:	
b. List of Figures:	
c. Appendices:	
d. Page numbers included and accurate:	

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F. Archive Statement Yes, No, N/A	
17. Data archive location provided & according to the protocol:	
G. ASR Content Yes, No, N/A	
18. Objective(s) / Introduction included:	
19. Sample Inventory History:	
a. Test System:	
i. Commodity:	
ii. Field ID#s:	
iii Field Research Director name(s):	
iv. Total # of samples:	
v. Form of sample (whole, ground, etc.):	
b. Lab ID Number(s):	
c. Storage (storage period & temperature for samples & extracts):	
d. Relevant dates (e.g., harvest, sampling, application(s), processing, fortifications, extractions, analyses, etc.):	
e. Test substance:	
f. Were storage samples stored in the same form as samples (same container? ground?):	
20. Materials/Methods:	
a. Working method with modifications to reference method presented. :	
b. Analytical standard(s) (Name, source, lot#, purity, expiration date [if any], storage conditions):	
c. Reagents:	
d. Equipment used:	
e. Preparation of standards and fortification solutions adequately documented:	
f. Preparation of reagents:	
g. Description of sample preparation (sub-samples, chopping or grinding used for analysis):	
h. Fortification procedures - concurrent, storage & validation:	
i. Analytical procedure:	
j. Instrument(s) and parameters used:	
k. Limits of detection and quantitation (defined in SOP?):	
l. Method of quantitation (e.g., software used) sample calculation provided. :	
21. Results and Discussion:	
a. Analytical results have been accurately transcribed to the study report. :	
b. All relevant raw data were presented in the report:	

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c. Use of correction factors clearly presented. If corrected values reported the apparent values are also present?:	
d. Explanation/description of calculation technique presented, if an automated data calculation method used:	
e. Sample calculations for fortified control, at a minimum:	
f. Calibration curves or bracketing standard values presented:	
g. Clearly labeled representative chromatograms/spectra.:	
i. If ten or less treated samples, all?:	
ii. Greater than 10, a min. of 10 treated sample chromatograms present:	
iii. Min. of 3 chromatograms of each fortified control and control samples:	
iv. Standard (min of 3 chromatograms) per analyte or as per protocol:	
h. Dates test sample prep, test compound(s) prep and residue analyses. :	
H. Summary Tables	
22. Analytical recovery Samples (method validation and concurrent):	
a. Residue Data Report Analysis Sheet(s):	
b. Fortification recoveries were within 70 to 120%:	
23. Treated Samples:	
a. Time samples stored before analysis:	
b. Time between preparation and quantitation:	
c. Residue Data Report Analysis Sheet(s):	
24. Storage Stability:	
a. Sample forms in storage reported (intact, chopped, extracted, etc.):	
b. Storage conditions specified (temperatures and containers, etc):	
c. Dates of fortification, extraction and analysis:	
d. Residue Data Report Analysis Sheet(s):	
I. Appendices	
25. Reference Substance Characterization:	
a. Contains GLP status and archival location:	
b. Copy of Certificate of Analysis presented:	