Form Group: Field Critical Phase Inspection
Packet ID: FCPI
Audit Type Chem/Crop/PR#(ID) :
Location:
Date:

Study Title:
Field ID Number:

A. General
Yes, No, N/A

1. Study protocol on site:
a. Signed and dated by Study Director (SD):
b. Signed and dated by Sponsor:
c. All protocol changes (amendments / deviations) properly authorized:
2. Field Raw Data Book or appropriate forms at site:
3. SOPs on site during procedures:
a. SOPs accurately reference current procedures:
b. Have been approved by management:
c. Contains provisions for remedial action (equipment malfunction):
d. If > 1 year old, been reviewed to be adequate:
4. Adequate number of personnel:
a. Personnel proficient in their duties:
5. Equipment:
a. Meet protocol requirements:
b. Properly cleaned and cleaning documented:
c. SOP available for the equipment used:
d. Log(s) available, up-to-date, GLP complaint:
e. In good working condition:
6. Protective clothing worn:
7. Field data book:
a. Personnel have signed the field data book:
b. Field data being checked at the time of activity:
c. Were field data GLP compliant:

B. Test System
Yes, No, N/A

8. Plot Design proper size/meets protocol:
9. Plot adequately identified and flagged:
10. Control upslope/upwind from treated:
11. Plot layout:
a. Is neatly drawn:
b. Includes sufficient detail:
c. Reflects an actual design:
d. includes a fixed point of reference:

e. Dimensions given in proper units:	
f. Direction of slope indicated:	
g. North direction indicated:	
h. Distance between treated and utc. shown:	
12. Crop state as specified in the protocol:	
13. SOP available and followed for establishment of test plots:	
14. SOP available for maintenance of test plots:	

C. Test Substance

Yes, No, N/A

15. Adequate & accurate calculations (units specified and correct):	
16. Measuring techniques accurate and according to SOPs:	
a. Proper measuring device used:	
b. Data recorded to correct significant figures:	
c. Calibration adequately documented (if required):	
17. Weighing techniques accurate:	
a. Balance check completed and within SOP range:	
b. Scale/balance and/or weights certified within time frame outlined in SOP:	
C. Equipment log up-to-date and complete:	
d. Data recorded to correct significant figures and accuracy of instrument:	
e. Equipment appears in good repair:	
18. Application equipment calibration acceptable:	
a. Technique:	
b. Calculations:	
c. SOP available and followed:	
19. Pass times taken:	
20. Application problems (if any) documented:	
21. Time of mixing and application documented and is within protocol limits:	
22. Batch/lot number recorded:	
23. Test substance stored according to label or stability information:	
24. Test substance adequately labeled:	
a. Name or CAS or code number:	
b. Batch number:	
c. Expiration date:	
d. Storage conditions:	
e. GLP status of test substance documented:	
25. Test substance use log completed and correct:	
26. Application interval as per protocol:	
27. Application met protocol specified rate:	
28. Environmental parameters at application recorded:	
29. Environmental equipment used according to SOP:	

D. Sampling
Yes, No, N/A

30. Sampling as per protocol, proper PHI maintained:
31. Methods to control bias documented:
32. Samples collected in proper order:
33. Description of collection, harvest, cleaning, trimming, and/or cutting documented:
34. Prevention of contamination addressed:
35. Sample handling post- harvest according to SOP. Transportation containers clean/free from contamination:
36. Elapsed time of collection to freezer recorded and within protocol range:
37. Gloves worn during collection:
38. Sampling equipment properly cleaned:
39. Sampling equipment stored separate from test substance:
40. Adequate separation between test substance and sample storage areas:

E. Storage and Shipping
Yes, No, N/A

41. Freezer inventory maintained and available at site:
42.Treated and untreated adequately separated:
43. Sample handling in proper order:
44. Prevention of cross contamination addressed:
45. Shipping as per protocol:
46. Shipping equipment and supplies kept separate from test substance:
47. Shipped by:
a. Freezer truck (i.e. ACDS, Inc.):
b. Truck with dry ice:
c. Commercial carrier with dry ice:
d. Other (list method):
48. Data book pages and forms properly:
a. Signed:
b. Dated:
c. Sample ID consistent with plot plan and protocol:
d. Chain of custody form included in shipping box:
49. Maintenance logs on storage equipment maintained and up-to-date:
50. Storage conditions adequately maintained according to SOP and protocols:
51. Storage temperature monitoring equipment properly calibrated/standardized: