

SOP No: PDP-SAMP-GRAIN-PROC-4		Page 1 of 3
Title: Sample Information Documentation		
Revision: Original	Replaces: N/A	Effective: 6/1/96

## 1. **Purpose**

To establish chain of custody procedures for implementation by all USDA/Grain Inspection Packers and Stockyard Administration (GIPSA)/Federal Grain Inspection Service (FGIS) sampling facilities participating in the collection of grain samples for the USDA/AMS-Pesticide Data Program (PDP).

## 2. **Scope**

This Standard Operating Procedure (SOP) shall be followed by all USDA/GIPSA/FGIS personnel involved in collecting and shipping samples for PDP.

## 3. **Outline of Procedures**

- Grain Sample Information

## 4. **References**

Bob Lijewski, USDA/GIPSA/FGIS, Facsimile, May 6, 1996.

AMS/GIPSA Soybean Sampling Meeting, Discussion, April 30, 1996.

David Orr, Deputy Director, USDA/FGIS/Field Management Division, Program Bulletin, National Wheat Sampling Plan for the 1995 Pesticide Residue Program, January 27, 1995.

U.S. EPA, Standard Operating Procedures, 40 CFR part 160.81, August 17, 1989.

U.S. EPA, Conduct of a Study, 40 CFR part 160.130, August 17, 1989.

## 5. **Specific Procedures**

### 5.1 Grain Sample Information

- a. The sampling facility management shall ensure that a Grain Sample Ticket, Form FGIS-920, is filled out for each sample. See Appendix 2 for an example of this form and the information necessary for PDP purposes. Appendix 2 also includes an official PDP Sample Information Form (SIF) and detailed instructions for the completion of this form using Form FGIS-920, "Grain Sample Ticket" information. The analytical laboratory shall be responsible for transferring fields of interest from the Grain Sample Ticket to the PDP database via the SIF or direct entry.

SOP No: PDP-SAMP-GRAIN-PROC-4	Page 2 of 3	
Title: Sample Information Documentation		
Revision: Original	Replaces: N/A	Effective: 6/1/96

- b. Sample Information Forms shall be completed by the sample collector at the time of collection.

