APPENDIX D
DATA QUALITY AUDIT CHECKLIST
(EXAMPLE 2)

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DATA QUALITY AUDIT CHECKLIST (EXAMPLE 2)

The Continuous Emissions Monitoring Systems Audit Checklist provides an example of the type of questions that could be asked when evaluating the collection of measurement data that are used to develop a facility's point source inventory. The critical phases of inventory development of concern during this audit are management/planning, availability of resources, instrument testing, data acquisition, and the implementation of QC measures to ensure the accuracy of the measurement data.

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CONTINUOUS EMISSION MONITORING SYSTEMS AUDIT CHECKLIST

Contract: _____ Date: _____

Site: _____ Auditor: _____

Operation	Yes	No	Comments
General Check Points 1. Qualified personnel?			
2. QAPP or work plan on site? Revision # ___			
3. Spare parts and support equipment available?			
4. Instrumentation and apparatus maintained in good condition?			
5. Adequate facilities?			
6. Instrument certification and/or calibration documentation available?			
7. Sample line(s) properly located to obtain representative sample?			
8. Instrument logbook and maintenance record properly maintained (up-to-date, entries dated and initialed)?			
Calibration Procedures 1. Calibration frequency appropriate?			
2. Multipoint calibration/linearity check performed regularly?			
3. Zero point included in calibration?			
4. Calibration gases of acceptable quality, analyzed within last 12 months?			
5. Adequate supply of calibration gases?			
6. Calibration gas mixture appropriate for atmosphere being sampled?			
7. Appropriate record keeping procedures used for calibration documentation?			

Operation	Yes	No	Comments
3. Specific acceptance criteria specified for calibrations and control sample analyses?			
4. Control sample introduced so as to check entire sampling interface?			
5. Drift checks performed?			
6. Control charts and/or data summary for control sample analyses?			

Instrumentation

Parameter	Manufacturer	Model	Serial Number	Full Scale Range
Data System				

Comments: _____

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