

[organization name]

Appendix 2 – Test Method Development, Verification and Validation Record

Method Name:			
Document number:			
Type of Method			
Non-standard:	Laboratory developed:	Modified standard method:	<input checked="" type="checkbox"/>
Required Performance Requirements:			
Selection of Samples – Matrices:			
		Performance	Criteria
e.g. 1) Accuracy. Analyzed 10 replicates of CRM X and calculated the mean accuracy.	Yes	98.2 %	95.5 %
	Yes	No	
	<input checked="" type="checkbox"/>		
	<input checked="" type="checkbox"/>		
	<input checked="" type="checkbox"/>		
Method Verified by:	Date Verified:		
e.g. Nick Cooper / Lab manager	e.g. 10/22/2017		
Method Validated By: e.g. Nick Cooper / Lab manager			
Nick Cooper			

Commented [170251]: Method development may require

Commented [17A2]: Include a number (code) for this

Commented [170253]: Put an X for type of method recorded.

Commented [17A4]: Specify the

Commented [17A5]:

Commented [17A6]:

Commented [17A7]: Write here a statement that references the suitability of the method.

Commented [170258]: Adapt questions for verification to

Commented [170259]: Check and verify if laboratory

Commented [1702510]: A proposed way to fill the record

[organization name]

[signature]	
Customer Notification: <i>e.g. Notified Mr. Dehan on 10/22/2017</i>	
	Date Approved: 10/23/2017

Commented [1702511]: Signatures in this record are required for paper forms, otherwise use initials or other symbols instead.