

**FPL Turkey Point Monitoring Plan****Audit Checklist****Field Documentation  
Maintenance**

To use this field audit checklist effectively, the auditor must be familiar with FD 1000 (Field Documentation) in "DEP Standard Operating Procedures for Field Activities", February 1, 2004 (DEP-SOP-001/01) Page 26 of 78 Revision Date: March 31, 2008 (Effective 12/3/08)

#	Audit Element	Acceptable (Y / N / NA)	Comments
1	Each applicable instrument or equipment unit (inventory item) was identified with a unique designation or identification code that distinguishes the unit from all others.		
	The following information was recorded for all equipment associated with the sampling project:		
2	Maintenance and repair procedures for equipment or instrument unit		
3	Routine cleaning procedures for each unit		
4	Filling solution replacement for probes		
5	Parts replacement for instruments or probes		
6	Calendar date for each procedure performed on each unit		
7	Names of personnel performing maintenance and repair tasks for each unit		
8	Description of malfunctions associated with any maintenance and repair for each unit		
9	Vendor service records were retained for all affected equipment or instruments associated with the sampling project.		
10	The inclusive rental dates, types and unique descriptions of rental equipment associated with the sampling project were recorded.		
11	Manufacturers' operation & maintenance manuals and instructions were retained for all equipment and instruments associated with the sampling project.		
	<b>Notes</b>		

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Auditor\_\_\_\_\_  
Date\_\_\_\_\_  
Organization