

A Pareto Example

Deficiencies/gaps could be categorized as:

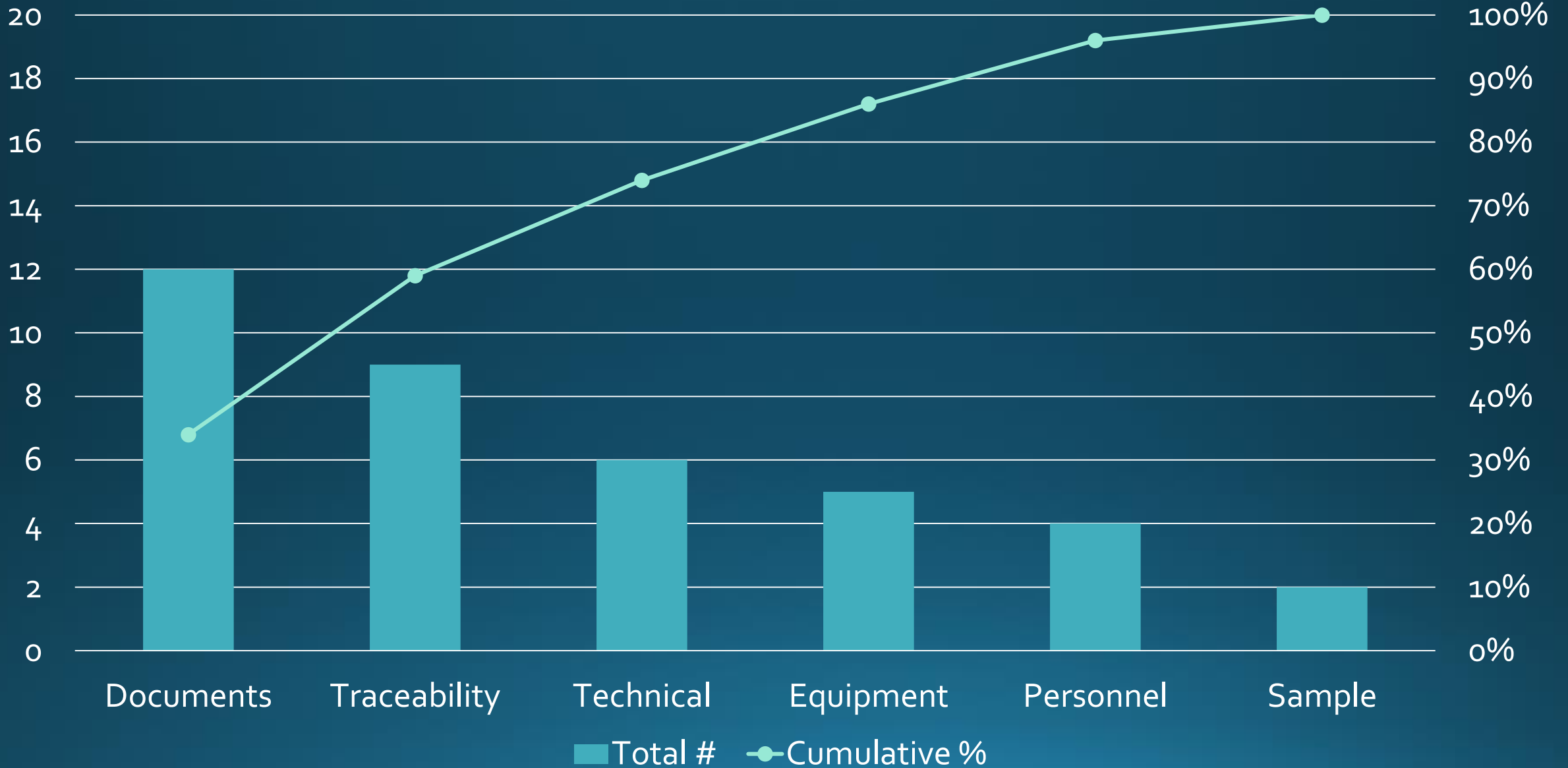
- Documents (write/revise, SOP, worksheets)
- Traceability
- Technical (control charts, MU, validation)
- Equipment
- Personnel (training)
- Sample (storage, integrity)

Gap Assessment Summary (example)

Item number	Deficiency	Category
1	The lab does not have written instructions for the preparation of feed control samples.	Documents
2	Instrument printouts do not include traceability to the analyst performing the test.	Traceability
3	The lab has not estimated the measurement uncertainty for the analysis of minor elements in feed (SOP #123)	Technical
4	The CEM Microwave was due for calibration July 31, 2015 but was still in use in October 2015.	Equipment
5	The lab does not have a training record for John Smith, who performed and reported the Determination of Protein in Feeds (SOP #456).	Personnel
6	Mold was observed growing in penalty sample 122-5, stored in the grinding room at ambient temperature.	Sample
...	...	
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Category	Total # of Findings	% of Total Findings	Cumulative %
Documents	12	34	34
Traceability	9	25	59
Technical	6	15	74
Equipment	5	12	86
Personnel	4	10	96
Sample	2	4	100

Types of Deficiencies



Alternate categories for deficiencies:

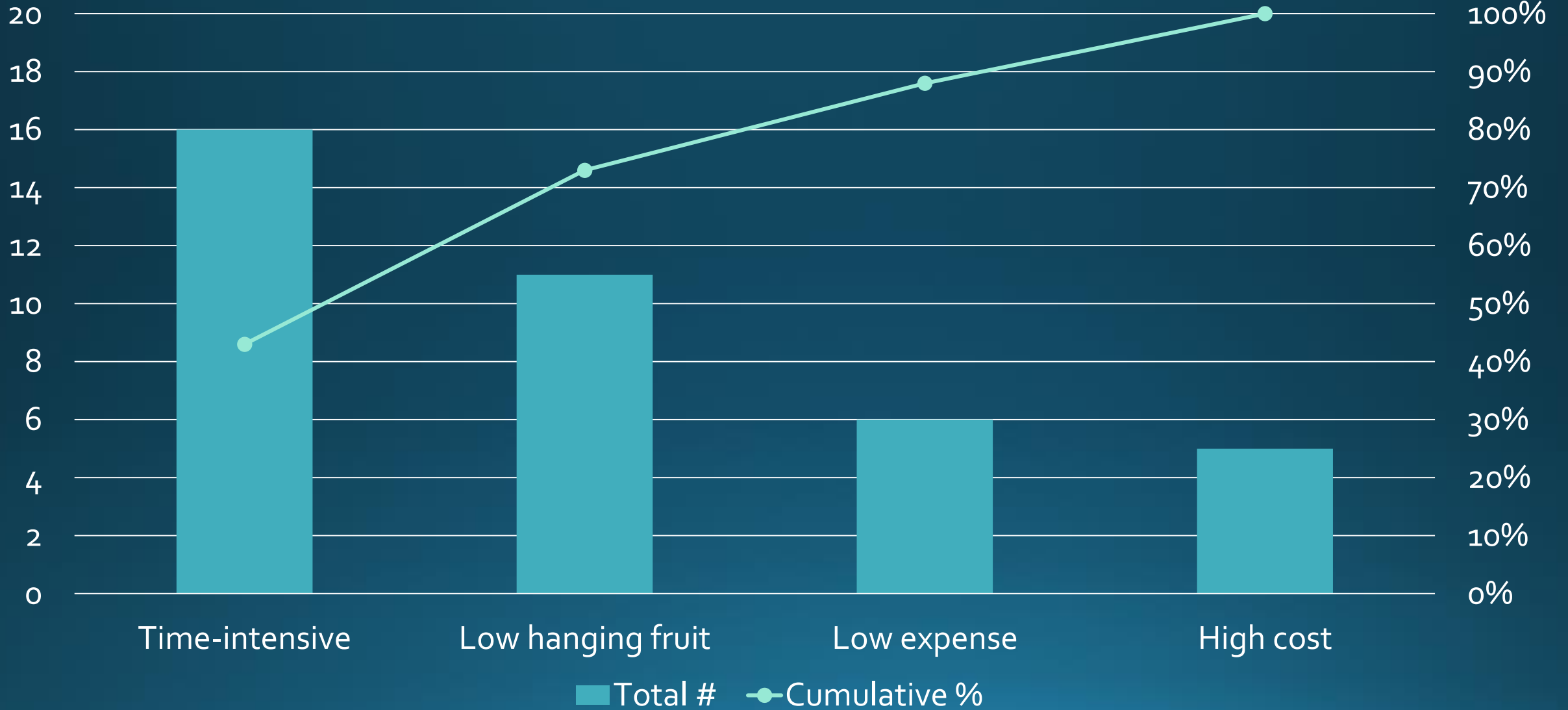
- Capital expense (>\$5,000)
- Low cost (<\$5,000)
- Time-intensive
- Low hanging fruit

Gap Assessment Summary (example)

Item number	Deficiency	Category
1	The lab does not have written instructions for the preparation of feed control samples.	Time-intensive
2	Instrument printouts do not include traceability to the analyst performing the test.	Low hanging fruit
3	The lab has not estimated the measurement uncertainty for the analysis of minor elements in feed (SOP #123)	Time-intensive
4	The CEM Microwave was due for calibration July 31, 2015 but was still in use in October 2015.	Low cost
5	The lab does not have a training record for John Smith, who performed and reported the Determination of Protein in Feeds (SOP #456).	Low hanging fruit
6	Mold was observed growing in penalty sample 122-5, stored in the grinding room at ambient temperature.	Capital expense
...	...	
35		

Category	Total # of Findings	% of Total Findings	Cumulative %
High cost	5	12	12
Low expense	6	15	27
Time-intensive	16	43	70
Low hanging fruit	11	30	100

Types of Deficiencies



Questions?

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