QUALITY CONTROL PROCEDURES
(Also known as Written Process)

Company Name: _____ **Stamp #** _____

City/State: _____

1. **Facility Representative -** _____
   Trained to supervise quality control and authorized to correct conditions causing non-compliance. Alternate facility representatives include: ___ _____ _____.

2. **Record Keeping Procedures –**
   A. Logs of the quantity of incoming HT Lumber and outgoing WPM are kept by _____ in the following location _____.
   Invoices for incoming HT lumber are stored _____.
   OR
   B. Fumigation Treatment reports are kept by _____ in the following location _____.

3. **Inventory Control of Treated & Untreated Materials – Heat Treatment Only**
   Uncut treated lumber is stored _____.
   Untreated lumber is stored _____.
   Cut treated lumber is kept _____.

4. **Stamping Procedures –**
   Stamps are used to mark packages on the following areas: _____ _____ _____.

5. **Securing Stamps –**
   Stamp is stored _____ _____.
   The following people have access to the stamp: _____.

6. **Storage of Stamped Products –**
   Stamped products are stored _____.

7. **Miscellaneous:** _____ _____ _____ _____

Signed by Facility Representative: _____

Printed Name: _____
Title: _____