See Also: LOM 7509
PRO-7508, *Purchasing Critical Items*

ACTION BY:	***ACTION:***
Receipt of Goods Personnel	1. **Notifies** the purchaser that a delivery was received.
Purchaser	2. **Provides** the critical consumable or supply to the requestor.
Requestor	3. **Verifies** the critical item to determine usability. 3a. If unexpected results from the verification test are obtained, **prevents** use of the item in casework and **notifies** the purchaser. **Goes** to step 5. 3b. If acceptable results are obtained, **notifies** laboratory personnel.
	4. **Permits** use of the item by laboratory staff. **Ends** procedure.
Purchaser	5. If the critical item provides unexpected results, **notifies** the laboratory quality assurance manager (LQAM).
LQAM	6. **Determines** the cause of the unexpected result.
	7. **Notifies** the purchaser if the unexpected result was due to manufacturer or vendor error.
Purchaser	8. **Updates** the list of Suppliers of Critical Items.

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