



### Drug Residue Testing – Industry Supervisor Responsibilities

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WISCONSIN DEPARTMENT OF AGRICULTURE, TRADE AND CONSUMER PROTECTION (DATCP)

Fall 2025 Workshop

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### TRAINING ANALYSTS

- New hires before they start testing loads
- All analysts annually
- “Training” includes:
  - Instruction in testing procedure per 2400 form
  - Knowledge of General Requirements 2400 form
  - Instruction of all QC forms used in your lab
  - Instruction in using the PDRRF
  - Verify analyst testing ability with three “unknown” samples

- Document all training and testing on analyst training log
  - Submit analyst training log to Laboratory Evaluation Officer (LEO)
  - Set a reminder for due date of next year’s training



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### INTERNAL AUDIT

To be done annually (required for screening labs)

- Use 2400 form General Requirements
- Use 2400 form for specific test kit
- Use the forms as “checklists”
  - Read each item to determine compliance
    - Checkmark/“ok”/“yes” if in compliance (“RO” on electronic fillable form)
    - If not in compliance – fix it!
    - “NA” if doesn’t apply to your lab
    - Fill in stated information in the “blanks”
    - Contact an LEO if not understanding the requirement



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THERMOMETERS											
<b>3. Temperature measuring devices</b> ■ a. National Institute of Standards and Testing (NIST) traceable thermometer or other temperature measuring device with certificate. Must be checked annually at ice point. I. Reference temperature measuring device identity: <table style="width: 100%; margin-top: 5px;"> <tr> <th style="width: 33%; text-align: left;">Serial #</th> <th style="width: 33%; text-align: left;">Date of Certificate</th> <th style="width: 33%; text-align: left;">Ice Point Date</th> </tr> <tr> <td>a: <span style="border: 1px solid black; padding: 2px;">Fill in w/ NIST info</span></td> <td><span style="border: 1px solid black; padding: 2px;">Fill in w/ NIST info</span></td> <td><span style="border: 1px solid black; padding: 2px;">Fill in w/ NIST info</span></td> </tr> <tr> <td>b: _____</td> <td>_____</td> <td>_____</td> </tr> </table>			Serial #	Date of Certificate	Ice Point Date	a: <span style="border: 1px solid black; padding: 2px;">Fill in w/ NIST info</span>	<span style="border: 1px solid black; padding: 2px;">Fill in w/ NIST info</span>	<span style="border: 1px solid black; padding: 2px;">Fill in w/ NIST info</span>	b: _____	_____	_____
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b: _____	_____	_____									
* Calibrate all in-use/working thermometers annually (within 12-month period) * Document calibrations * Tag thermometers with calibration information											

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PIPETTORS		
<b>7. Pipettors, Calibrated, Fixed Volume, or Electronic Only: Required for NCIMS</b> Accredited Laboratories and Certified Industry Supervisor Facilities a. Pipettors etched with identification (imprinted serial numbers acceptable) and <b>tagged</b> with date accuracy checked _____ b. Appropriate tips for pipettor(s) used _____ c. Follow manufacturer's instructions unless otherwise stated regarding proper technique for use _____ d. Pipetting devices accuracy checked on-site _____ e. Pipetting devices accuracy checked at another location _____ 1. Location: _____ 2. Current and acceptable _____ 3. Copy of record on-site _____ f. Check accuracy with ten (10) consecutive measurements, by weight or by volume (>1.0 ml using a class A graduated cylinder), using separate tip for each measurement, <b>every 6 months</b> _____ g. Average of all 10 measurements must be $\pm 5\%$ of specified delivery volume; maintain records _____		

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PERFORMANCE TESTING		
<b>10. Performance testing</b> a. Run a positive and negative control before use on each new lot of kits, must give appropriate results; maintain records _____ b. Run a negative and positive control <b>DAILY</b> (on days testing), at each test site, must give appropriate results, if not, re-run controls (may be necessary to prepare new controls); if problem persists discontinue testing, contact State regulatory and seek technical assistance; maintain records _____ c. If available from manufacturer, check instrument calibration with check devices <b>DAILY</b> (on days testing), must give appropriate results, if not, discontinue testing and seek technical assistance; maintain records _____ d. If more than one analyst performs analysis, have different analyst run performance check on rotational basis _____		

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**FOLLOW UP TESTING**

**11.** Verification of initial positive tanker samples \_\_\_\_\_

**12.** Confirmation of presumptive positive tanker samples [only in an accredited laboratory or by a CIS (refer to M-a-85 current revision for listing of test kits to assure equivalence)] \_\_\_\_\_


*\*This testing is not done by screening lab.*

*\*Screening labs mark as NA and write in name of your confirmation lab.*

**13.** Trace back of producers on a confirmed positive tanker [only performed in an accredited laboratory or by a CIS (refer to M-a-85 current revision for listing of test kits to assure equivalence)] \_\_\_\_\_

*\*This testing is not done by screening lab*

*\*Screening labs mark as NA and write in name of your confirmation lab*



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**COMMON INFO FOR ALL 2400 TEST KIT FORMS (CHARM, SNAP, DELVO)**

Be sure to fill in information in all the "blanks" on the forms:

- ▣ Incubator temperature
- ▣ Incubator time
- ▣ Serial # of the Charm reader
- ▣ High and low ranges for the calibrator strips
- ▣ Lot number and expiration date for the test kit
- ▣ Lot number and expiration date for the controls



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**ALL DONE??**

- Make sure the following is on the front page of your internal audit:
  - Lab name and number
  - Date of the audit
  - Name of Industry Supervisor that performed the audit.
- Make a copy of the internal audit for your file
- Submit the internal audit to the LEO Mailbox
- Set a reminder for due date of next year's audit



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DAIRY SANITARIAN OBSERVATIONS

- Industry Supervisor certificate
- Analyst training log
- Incubator temperature
- Incubator thermometer calibrated (tag)?
- Pipettor calibrated (tag)?
- Daily controls run?
- Daily reader checks run?



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LEO CONTACT INFORMATION

LEO Mailbox: [datcpleo@Wisconsin.gov](mailto:datcpleo@Wisconsin.gov)


-OR-

[Kate.Angeles@Wisconsin.gov](mailto:Kate.Angeles@Wisconsin.gov) (608) 416-0244

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