

ORD Quality Assurance Review Form (QARF)

Instructions available [here](#)

Title:

Originator:

I. Type of Action		
<input type="checkbox"/> New or <input type="checkbox"/> Existing with Significant Modification to Work		
Non-contract Actions	Contract Actions	
<input type="checkbox"/> Cooperative Agreement <input type="checkbox"/> CRADA/MTA <input type="checkbox"/> Interagency Agreement <input type="checkbox"/> Funds In <input type="checkbox"/> Funds Out <input type="checkbox"/> Grant <input type="checkbox"/> Intramural	<input type="checkbox"/> Contract <input type="checkbox"/> Delivery Order <input type="checkbox"/> Simplified Acquisition <input type="checkbox"/> Task Order <input type="checkbox"/> Work Assignment	Vehicle #: Contractor:

II. General Information		
QA Tracking Number:	National Program:	
Does this action involve the collection, generation, use, and/or reporting of environmental data; the design, construction, and operation of environmental technologies; or development of software, models, or methods? <input type="checkbox"/> Yes <input type="checkbox"/> No (If no, may go directly to Section VI.)		
Project Type(s): <div style="margin-left: 40px;"> <input type="checkbox"/> Environmental Measurements <input type="checkbox"/> Use of Existing Data <input type="checkbox"/> Models/Applications <input type="checkbox"/> Informatics <input type="checkbox"/> Decision Support Tools <input type="checkbox"/> Environmental Technology <input type="checkbox"/> Other: </div>		
QA Category: <input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> To Be Specified in Individual Actions	Lead QA Organization:	
Estimated Award \$:	Estimated Start Date:	Estimated End Date:
Participating Organization(s):		

III. Status of QA Documentation		
<input type="checkbox"/> Exists	ID Number: Title: QA Approval Date:	
<input type="checkbox"/> To Be Prepared	<input type="checkbox"/> New <input type="checkbox"/> Revision of Existing	Expected Submission Date:

IV. QA Documentation Options: For solicitations, complete items 1-4; for all actions other than solicitations, complete items 3-4. All documentation specified under "Other" must be defined in the organizational Quality Management Plan and be consistent with requirements defined in EPA Manual 5360 A1 (CIO 2105-P-01-0). For all items checked below, there must be adequate information in the SOW (or its appendices) for the submitter to develop this documentation. Where applicable, reference a specific section of the SOW. (R-2 refers to <u>EPA Requirements for Quality Management Plans (QA/R-2)</u> (EPA/240/B-01/002) and R-5 refers to <u>EPA Requirements for Quality Assurance Project Plans (QA/R-5)</u> (EPA/240/B-01/003). Copies of these documents are available at http://www.epa.gov/quality/qa_docs.html)		
Before Award Documentation (Competitive Vehicles Only)		
1.	<input type="checkbox"/>	Documentation of an organization's Quality System. Developed in accordance with either: <input type="checkbox"/> R-2 <input type="checkbox"/> Other:
	<input type="checkbox"/>	Combined documentation of an organization's Quality System and application of QA and QC to the single project covered by the contract. Developed in accordance with either: <input type="checkbox"/> R-2 and R-5 <input type="checkbox"/> Other:
2.	<input type="checkbox"/>	Programmatic QA Project Plan developed in accordance with either: <input type="checkbox"/> R-5 <input type="checkbox"/> Other:
	<input type="checkbox"/>	Application of QA and QC activities to the single project covered by the contract. QA Project Plan developed in accordance with either: <input type="checkbox"/> R-5 <input type="checkbox"/> Other:
	<input type="checkbox"/>	Not Applicable
After Award Documentation (Competitive Vehicles, Non-Competitive Vehicles, Intramural)		
3.	<input type="checkbox"/>	Documentation of an organization's Quality System. Developed in accordance with either: <input type="checkbox"/> R-2 <input type="checkbox"/> Other:
	<input type="checkbox"/>	Combined documentation of an organization's Quality System and application of QA and QC to the single project covered by the contract. Developed in accordance with either: <input type="checkbox"/> R-2 and R-5 <input type="checkbox"/> Other:
	<input type="checkbox"/>	Not Applicable
4.	<input type="checkbox"/>	Documentation of the application of QA and QC activities to applicable project(s). Developed in accordance with either: <input type="checkbox"/> R-5 <input type="checkbox"/> Other: <input type="checkbox"/> Supplement to the following Programmatic QA Project Plan:
	<input type="checkbox"/>	Programmatic QA Project Plan with supplements for each specific project, developed in accordance with:
	<input type="checkbox"/>	Existing documentation of the application of QA and QC activities will be used: Either: <input type="checkbox"/> Documentation developed pre-award <input type="checkbox"/> Documentation will be identified in individual Statements of Work or Performance Work Statement <input type="checkbox"/> Documentation identified in Section of the Statement of Work or Performance Work Statement
Special Comments		

V. Incorporation of Requirements into Extramural Documentation		
Are the QA documentation requirements specified on this form incorporated into the extramural documentation (RFA, RFP, SOW, PWS, etc.)? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Applicable		
For new actions, has the QA documentation required in Section IV of this form been included in the RFA, RFP, SOW or PWS as an evaluation factor? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Applicable		

VI. Signatures Sign/date below, obtain a concurrence signature from QA Staff, and submit the form along with the other extramural or intramural action documentation, as applicable.		
Originator		Date:
Additional Reviewer (optional)		Date:
QA Manager		Date: