

The function and interrelationship of the various records kept at the facility must be established in detail already during the initial visit.

12. Plant orientation tour

13. Inspection of areas and facility equipment

Extensive photographic documentation of the equipment during the initial visit, as well as application of seals at critical connections during a first routine inspection, would facilitate the detection of any undeclared changes or conversions between routine inspections.

14. Inspection of operation procedures

The production losses observed in the inspected process were small, amounting to a few per cent. They were therefore deemed not indicative of diversion for undeclared purposes.

It was found impossible to verify the exact quantities being processed at the time of the inspection. This would have required the previous installation of sealed flow meters, etc., or an extension of the inspection up to the time when the (batch-type) processing had been completed.

15-18. Sampling and sample-taking procedures, handling of samples, analysis of samples, and type(s) of sample(s)

Some types of sample-taking were found to be very difficult because of the lack of suitable sampling points. During an initial visit, points should be identified where the inspectors expect frequent sample-taking to be required and, if necessary, then be equipped with suitable sample-taking devices. Otherwise, the sample-taking might be very time-consuming, hamper the operation and even involve a loss of production.

Special arrangements will be required for the transport of samples to off-site laboratories for analysis. A sealable box, designed in conformity with air traffic safety regulations, should be developed.

Certified reference chemicals for the analyses, both on-site and off-site, should be supplied by the Technical Secretariat.

The preservation of duplicate samples might be difficult if the samples are less stable; duplicate samples which have been stored at different temperatures could after a while differ in composition.

19. Documentation

It was found difficult to determine the degree of confidentiality required for each piece of information. In many cases, a compilation of data from a part of the inspection would be highly confidential (in the opinion of the facility management), whereas an isolated piece of data would not create any confidentiality problem. It was concluded that all specific documentation used or generated during the inspection had to be treated as confidential.