TABLE OF CONTENTS

CHAPTER 1 – ADMINISTRATIVE

SUBCHAPTER 1.1 - ADMINISTRATION NOTES
SUBCHAPTER 1.2 - OII TRAVEL
SUBCHAPTER 1.3 - TRAVELER' HEALTH
SUBCHAPTER 1.4 - DIVISION OF TRAVEL OPERATIONS
SUBCHAPTER 1.5 - VEHICLE ACCIDENTS
SUBCHAPTER 1.6 - TRANSPORTATION
SUBCHAPTER 1.7 - MEDIA INTERACTIONS DURING INSPECTIONS
SUBCHAPTER 1.8 - EQUIPMENT
SUBCHAPTER 1.9 - OFFICAL IDENTIFICIATION
SUBCHAPTER 1.10 – BUSINESS CARDS
SUBCHAPTER 1.11- ETHICS AND INTEGRITY
SUBCHAPTER 1.12 - QUALITY MANAGEMENT
SUBCHAPTER 1.13 - OII TIME REPORTING

CHAPTER 2 – NOTES, RECORDS, AND INFORMATION

SUBCHAPTER 2.1 - REGULATORY NOTES
SUBCHAPTER 2.2 - RECORDS MANAGEMENT
SUBCHAPTER 2.3 INFORMATION DISCLOSURE
SUBCHAPTER 2.4 - ENGLISH LANGUAGE REQUIREMENT
SUBCHAPTER 2.5 - FULL NAME REQUIREMENT

CHAPTER 3 - REGULATORY

SUBCHAPTER 3.1 - PURPOSE
SUBCHAPTER 3.2 - STATUTORY AUTHORITY
SUBCHAPTER 3.3 - EVIDENCE
SUBCHAPTER 3.4 - ADVISORY ACTIONS AND OTHER NOTICES OF VIOLATIONS
SUBCHAPTER 3.5 - ADMINISTRATIVE ACTIONS
SUBCHAPTER 3.6 - PROCEDURAL STEPS FOR EXECUTION OF DETENTION AT A FIRM
SUBCHAPTER 3.7 - DENATURING
SUBCHAPTER 3.8 - JUDICIAL ACTIONS
SUBCHAPTER 3.9 - COMPLIANCE ACHIEVEMENTS FOR VOLUNTARY CORRECTIVE ACTIONS
SUBCHAPTER 3.10 - REGULATORY SUBMISSIONS
SUBCHAPTER 3.11 – REFERENCES

CHAPTER 4 - SAMPLING

SUBCHAPTER 4.1 - GENERAL
SUBCHAPTER 4.2 - DEALER INTERACTIONS
SUBCHAPTER 4.3 - COLLECTION TECHNIQUE
SUBCHAPTER 4.4 - DOCUMENTS COLLECTED WITH SAMPLE
SUBCHAPTER 4.5 - BIORESEARCH MONITORING SAMPLES
SUBCHAPTER 4.6 - REPORTING SAMPLE COLLECTIONS
SUBCHAPTER 4.7 - SAMPLING: PREPARATION, HANDLING, SHIPPING

CHAPTER 5 - INSPECTIONS

SUBCHAPTER 5.1 - GENERAL INSPECTION INFORMATION
SUBCHAPTER 5.2 - PRE-INSPECTION ACTIVITIES
SUBCHAPTER 5.3 - SAFETY DURING INSPECTIONS
SUBCHAPTER 5.4 - CONFIDENTIAL SOURCES
SUBCHAPTER 5.5 - INSPECTIONAL ACTIVITIES
SUBCHAPTER 5.6 - EVIDENCE DEVLOPEMENT
SUBCHAPTER 5.7 - REPORTING
SUBCHAPTER 5.8 - HUMAN AND ANIMAL FOODS
SUBCHAPTER 5.9 - COSMETICS
SUBCHAPTER 5.10 - DRUGS

SUBCHAPTER 5.11 - ANIMAL & VETERINARY
SUBCHAPTER 5.12 - MEDICAL DEVICE AND ELECTRONIC RADAIATION PRODUCT CONTROL (EPRC)
SUBCHAPTER 5.13 - BIOLOGICS
SUBCHAPTER 5.14 - BIORESEARCH MONITORING (BIMO)
SUBCHAPTER 5.15 - TOBACCO PRODUCTS
SUBCHAPTER 5.16 - COMBINATION PRODUCTS

CHAPTER 6 - IMPORTS

SUBCHAPTER 6.1 - IMPORTS GENERAL
SUBCHAPTER 6.2 - ENTRY REVIEW
SUBCHAPTER 6.3 - FIELD EXAMINATION
SUBCHAPTER 6.4 - IMPORT SAMPLE COLLECTION
SUBCHAPTER 6.5 - IMPORT PROCEDURS AFTER EXAMINATION / SAMPLING
SUBCHAPTER 6.6 - IMPORT INVESTIGATIONS
SUBCHAPTER 6.7 - FILER EVALUATIONS
SUBCHAPTER 6.8 - FOREIGN SUPPLIER VERIFICATION PROGRAM (FSVP)
SUBCHAPTER 6.9 - GLOSSERY OF IMPORT TERMS

CHAPTER 7 - RECALL ACTIVITIES

SUBCHAPTER 7.1 - PURPOSE OF RECALLS
SUBCHAPTER 7.2 - RESPONSIBILITIES DURING RECALLS
SUBCHAPTER 7.3 - RECALLS AND INSPECTIONS
SUBCHAPTER 7.4 - FDA'S RECALL MONITORING ACTIVITIES
SUBCHAPTER 7.5 - RECALL COMPLETION AND TERMINATION

CHAPTER 8 - INVESTIGATIONS

SUBCHAPTER 8.1 - INVESTIGATIONS AND INSPECTIONS
SUBCHAPTER 8.2 - HUMAN AND ANIMAL FOOD INVESTIGATIONS
SUBCHAPTER 8.3 - DRUG INVESTIGATIONS
SUBCHAPTER 8.4 - DEVICE INVESTIGATIONS
SUBCHAPTER 8.5 - BIOLOGICS INVESTIGATIONS
SUBCHAPTER 8.6 - BIORESEARCH MONITORING INVESTIGATIONS
SUBCHAPTER 8.7 - TOBACCO INVESTIGATIONS

CHAPTER 9 – PUBLIC HEALTH COLLABORATION

SUBCHAPTER 9.1 - PUBLIC HEALTH COLLABORATION
SUBCHAPTER 9.2 - ROLES AND RESPONSIBILITES OF OTHER FEDERAL AGENCY
SUBCHAPTER 9.3 - STATE LOCAL, TRIBAL AND TERRITORIAL INTERACTIONS
SUBCHAPTER 9.4 - INTERNATIONAL AGREEMENTS
SUBCHAPTER 9.5 - NON-GOVERNMENT AGREEMENTS
SUBCHAPTER 9.6 - TRIBAL AFFAIRS

CHAPTER 10 – SAFETY

SUBCHAPTER 10.1 - PURPOSE
SUBCHAPTER 10.2 - UNACCEPTABLE RISK
SUBCHAPTER 10.3 - PERSONAL SAFETY
SUBHCAPTER 10.4 - EMPLOYER/EMPLOYEE SAFETY RESPONSIBILITIES
SUBCHAPTER 10.5 - FOLLOWING FIRM SAFETY REQUIREMENTS
SUBCHAPTER 10.6 - SAFETY RISK ASSESMENT FRAMEOWRKS
SUBCHAPTER 10.7 - ADDITIONAL SAFETY INFORMATION
SUBCHAPTER 10.8 - HIERARCHY OF CONTENTS
SUBCHAPTER 10.9 - PPE
SUBCHAPTER 10.10 - REGULATORY OPERATIONS SAFETY STAFF (ROSS)
SUBCHAPTER 10.11 - RESOURCES
SUBCHAPTER 10.12 - SPECIAL SAFETY SITUATIONS
SUBCHAPTER 10.13 - BIOLOGICAL HAZARDS
SUBCHAPTER 10.14 - CHEMICAL HAZARDS
SUBCHAPTER 10.15 - PHYSICAL AND RADITION HAZARDS
SUBCHAPTER 10.16 - ERGONOMIC

APPENDIX

APPENDIX A - PRINCIPAL STORED GRAIN INSECTS
APPENDIX B - PERPETUAL JULIAN CALENDAR
APPENDIX C - BLOOD SERUM CHEMISTRY
APPENDIX D - CONVERSION TABLES
APPENDIX E - DIVISION MAPS (OBIMO, OBPO, OMDRHO, OPQO, OHAFO, OEIO, TOBACCO, ORS)

Note: Certain links in this chapter are only available to FDA employees via the FDA Intranet site and cannot be accessed by individuals outside the FDA internal network. Requests for information can be made through the Freedom of Information Act (FOIA) process described in IOM Section 8.1.3 and also at https://www.fda.gov/regulatory-information/freedom-information/how-make-foia-request.