

SOP Log Sheet

ID # S00287

Region: SOR

State: TX City: Weslaco

Location: SOR Field Texas AGM

FRD/LRD: Miguel Arias  
Submitter

Effective Date: 3/10/21

Description of Material (s): 2021 SOPs

Reviewed By: Juliet Thompson <sup>20</sup> 3/30/21  
Sign/Date 3/30/21

Receive Date: 3/29/21 Date to Archivist: 3/29/21

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Electronic copy ok to use: (Y) or No If no, indicated below, what needs to be done  
(Circle one)



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Comment: \_\_\_\_\_



Institute of Food and Agricultural Sciences  
Food Science and Human Nutrition Department  
Food and Environmental Toxicology Lab  
IR-4 Southern Region

1642 SW 23rd Drive  
PO Box 110720  
Gainesville, FL 32611-0720  
352-294-3982  
352-392-1988 Fax

March 10, 2021

Miguel Arias  
Texas A&M AgriLife Research & Extension Center  
2415 East Highway 83  
Weslaco, TX 78596

Dear Miguel,

I have received the cover page, table of contents and Appendix C – Organizational Chart for the 2021 Standard Operating Procedures (SOPs) for the IR-4 Field Research Center at Texas A&M AgriLife Research & Extension Center in Weslaco, TX. Thank you for reviewing the complete set of SOPs. I have reviewed the SOPs and I agree that no additional revisions need to be made at this time. I have signed the documents with **an effective date of 3/10/21**. Please remember to change the revised date for Appendix C to 3/21 and initial and date all reviewed SOPs.

Sincerely,

A handwritten signature in black ink, appearing to read "Janine Spies".

Janine Spies, Ph.D.  
IR-4 Southern Region Field Coordinator

# **Standard Operating Procedures For Magnitude of the Residue Field Studies**

**Conducted by:**

**Texas A&M Agrilife Research  
2415 E. Bus. Hwy 83  
Weslaco, TX 78596**

March 5, 2021

Dr. Janine Spies  
University of Florida  
Southern Region IR-4  
Regional Field Coordinator


Dear Dr. Janine Spies,

I have updated the SOPs cover page to add Miguel Arias as Field Research Director submitting SOPs. I am submitting SOPs for approval. Appendix C organizational chart was modified as to add Freddy Ibanez-Carrasco, Ph.D. as Unit Supervisor and remove Alfredo Rodriguez as Field Personnel.

**Cover Page**  
**Appendix C**

SOPs were reviewed and maintained as last seen. If you have any questions or concerns, please contact me at your convenience.

Regards,

  
Miguel Arias (3-5-2021)  
Field Research Director

# Standard Operating Procedures For Magnitude of the Residue Field Studies

Conducted by:

Texas A&M Agrilife Research  
2415 E. Bus. Hwy 83  
Weslaco, TX 78596

SOPs submitted by:

<u>Miguel Arias</u> Field Research Director, Texas A&M Agrilife Research (TALR)	<u>Miguel Arias</u> Signature	<u>MA</u> Initials	<u>3-5-21</u> Date
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SOPs approved by:

<u>Dr. Janine Spies</u> Regional Field Coordinator	<u>Janine Spies</u> Signature	<u>JS</u> Initials	<u>3-10-21</u> Date
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Effective date: 3-10-21

Approval signature on the cover page by the Regional Field Coordinator applies to all SOPs contained in this document.

**Standard Operating Procedures**  
**Table of contents for Texas AgriLife Research**  
**2415 E. Bus. Hwy 83, Weslaco, Texas 78596**

SECTION	SOP#	REV#	REVISED	TITLE
1. GENERAL	1.1	7	Apr/15	General requirements for the development and use of SOPs.
	1.2	4	Apr/15	Numbering system for SOPs.
	1.3	8	Apr/15	Format for use in developing SOPs.
	1.4	7	Apr/15	Format for use in revising SOPs.
	1.5	5	Apr/15	Designation of Field Research Director and responsibilities.
	1.6	3	Feb/17	Map of facilities - Texas A&M AgriLife Research in Weslaco.
	1.7	3	Feb/17	Layout IR-4 building at Texas A&M AgriLife Research in Weslaco.
2. PERSONNEL	2.1	4	Apr/15	Personnel.
	2.2	6	Feb/17	Organizational chart.
	2.3	4	Apr/15	Documentation of training.
	2.4	2	Apr/15	Designation of personnel for duties.
3. FACILITIES	3.1	9	Feb/17	Guidelines for test substance storage.
	3.2	4	Apr/15	Site Selection for field trial(s).
	3.3	5	Dec/19	Greenhouse/shadehouse facilities.
4. EQUIPMENT	4.1	4	Apr/15	Calibration and use of balance.
	4.2	4	Apr/15	Measuring liquid formulations.
	4.3	6	Apr/15	Calibration of liquid application unit.
	4.4	4	Apr/15	Calibration and use of granular applicators.
	4.5	4	Apr/15	Operation and maintenance of farm equipment.
	4.6	4	Apr/15	Calibration of field instruments including GPS units.
	4.7	3	Apr/15	Calibration and use of temperature measuring devices.
	4.8	2	Apr/15	Calibration and use of hygrothermographs.
	4.9	3	Apr/15	Calibration and use of pH measuring devices.
	4.10	4	Dec/19	Calibration and use of wind measuring devices.
	4.11	2	Apr/15	Calibration and use of sling psychrometer.
	4.12	7	Dec/19	Calibration and use of temperature data logger devices.
	4.13	7	Feb/17	Operation and maintenance of refrigerator or freezer.
	4.14	2	Apr/15	Procedure used for collecting soil samples using ESP soil probe.
	4.15	2	Apr/15	Borrowed or rented equipment procedures and documentation.
	4.16	1	Apr/15	Operation and maintenance of generator.
5. TEST SYSTEMS ESTABLISHMENT AND MAINTENANCE	5.1	6	Apr/15	Commodity production and maintenance.
	5.2	3	Apr/15	Method for seeding or transplanting.
	5.3	3	Apr/15	Determining yield or quality.
	5.4	2	Apr/15	Method for collecting soil samples for analysis.
6. TEST SUBSTANCE AND ADJUVANT: APPLICATION AND HANDLING	6.1	4	Apr/15	Preparation of application mix.
	6.2	5	Apr/15	Procedure for application of test substance for trial(s).
	6.3	5	Apr/15	Cleanup of application equipment.
	6.4	5	Apr/15	Handling of test substance(s).
	6.5	4	Apr/15	Procedures to follow for misapplication of test substance.
	6.6	2	Apr/15	Disposal of pesticides.
	6.7	2	Apr/15	Procedure for dip, drench, and low volume application of test substance.
	6.8	2	Feb/17	Storage, labeling and handling of adjuvants.

**SOP Table of Content**

**(TALR - Weslaco, TX)**

<b>SECTION</b>	<b>SOP#</b>	<b>REV#</b>	<b>REVISED</b>	<b>TITLE</b>
7. DATA COLLECTION, REPORTING, AND RETENTION.	7.1	4	Apr/15	Collection of raw data electronically.
	7.2	4	Apr/15	Recording of raw data.
	7.3	4	Dec/19	Calculations for data presentation.
	7.4	3	Apr/15	Method for collecting efficacy and phytotoxicity data.
	7.5	3	Apr/15	Experimental design and data analysis.
	7.6	4	Apr/15	Data storage during active life of project.
	7.7	2	Apr/15	Handling of raw data forms that transcend two or more trials.
	7.8	3	Apr/15	Disposition of Field Data Books.
	7.9	2	Apr/15	Retention of data.
	7.10	4	Apr/15	Archiving raw data.
8. RESIDUE SAMPLE HANDLING	8.1	6	Apr/15	Sample collection, identification and records.
	8.2	9	Feb/17	Procedures for sample packing and storage.
	8.3	5	Apr/15	Procedures for sample shipping.
	8.4	1	Dec/19	Procedure for drying samples to protocol-specified moisture contents.
9. TRIAL CANCELLATION	9.1	2	Apr/15	Procedures to follow for handling a failing or failed trial.
	9.2	3	Apr/15	Procedures to follow for a trial termination.
10. QUALITY ASSURANCE	10.1	3	Apr/15	Location and scope of quality assurance unit.
	10.2	2	Apr/15	Non-compliance with Good Laboratory Practices.
11. HEALTH AND PESITICIDE SAFETY	11.1	4	Apr/15	Guidelines for handling pesticides safely.
	11.2	3	Apr/15	Labeling and handling of reagents and/or solutions.
12. EPA AUDIT OR INSPECTION	12.1	5	Apr/15	Procedures to follow prior to an EPA inspection.
	12.2	3	Apr/15	Procedures to follow during an EPA inspection.
	12.3	3	Apr/15	Procedures to follow after an EPA inspection.
APPENDICES	A	--	Dec/19	Map of Texas A&M AgriLife Research – TALR
	B	--	Feb/17	Layout of IR-4 building at TALR
	C	--	March/21	Organizational Chart

SOP: 1.1    Rev: 7    (TALR - Weslaco, TX)

Reviewed by (initials)	Date	Comments
MA	3-24-21	Reviewed



SOP: 1.2

Rev: 4

(TALR - Weslaco, TX)

Reviewed by (initials)	Date	Comments
MA	3-24-21	Reviewed



SOP: 1.4

Rev: 7

(TALR - Weslaco, TX)

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MA	3-21-21	Reviewed

Reviewed by (initials)	Date	Comments
MA	3-24-21	Reviewed

Reviewed by (initials)	Date	Comments
MA	3-25-21	Reviewed



Reviewed by (initials)	Date	Comments
MA	3-25-21	Reviewed





Reviewed by (Initials)	Date	Comments
MA	3-25-21	Reviewed

Reviewed by (initials)	Date	Comments
MA	3-25-21	Reviewed



Reviewed by (initials)	Date	Comments
MA	3-25-21	Reviewed

SOP: 3.3

Rev: 5

(TALR-Weslaco, TX)

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Reviewed by (initials)	Date	Comments
MA	3-25-21	Reviewed

SOP: 4.2

Rev: 4

(TALR-Weslaco, TX)

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MA	3-25-21	Reviewed



SOP: 4.4

Rev: 4

(TALR-Weslaco, TX)

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MA	3-25-21	Reviewed

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MA	3-25-21	Reviewed

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MA	3-25-21	Reviewed



SOP: 4.15

Rev: 2

(TALR-Weslaco, TX)

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MA	3-25-21	Reviewed

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SOP: 5.1    Rev: 6    (TALR-Weslaco, TX)

Reviewed by (initials)	Date	Comments
MA	3-25-21	Reviewed

SOP: 5.2

Rev: 3

(TALR-Weslaco, TX)

Reviewed by (initials)	Date	Comments
MA	3-25-21	Reviewed

SOP: 5.3

Rev: 3

(TALR-Weslaco, TX)

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MA	3-25-21	Reviewed



Reviewed by (initials)	Date	Comments
MA	3-25-21	Reviewed







SOP: 6.4

Rev: 5

(TALR-Weslaco, TX)

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MA	3-28-21	Reviewed

Reviewed by (Initials)	Date	Comments
MA	3-25-21	Reviewed

SOP: 6.6

Rev: 2

(TALR-Weslaco, TX)

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MA	3-25-21	Reviewed

SOP: 6.7 Rev: 2 (TALR-Weslaco, TX)

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MA	3-25-21	Reviewed



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MA	3-25-21	Reviewed

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MA	3-25-21	Reviewed

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MA	3-25-21	Reviewed

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MA	3-25-21	Reviewed

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MA	3-25-21	Reviewed

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MA	3-25-21	Reviewed



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JA	3-25-21	Reviewed



SOP: 7.8

Rev: 3

(TALR-Weslaco, TX)

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MA	3-25-21	Reviewed

Reviewed by (initials)	Date	Comments
MA	3-25-21	Reviewed

Reviewed by (initials)	Date	Comments
MA	3-25-01	Reviewed

Reviewed by (initials)	Date	Comments
MA	3-25-21	Reviewed

Reviewed by (initials)	Date	Comments
MA	3-25-21	Reviewed

Reviewed by (initials)	Date	Comments
MA	3-25-81	Reviewed

Reviewed by (initials)	Date	Comments
MA	3-25-21	Reviewed





SOP: 9.2

Rev: 3

(TALR-Weslaco, TX)  
~~\*(EE)~~ MA 3-25-21

Reviewed by (initials)	Date	Comments
MA	*R 3-25-21	Reviewed

Reviewed by (Initials)	Date	Comments
MA	3-25-21	Reviewed

Reviewed by (initials)	Date	Comments
MA	3-25-21	Reviewed

Reviewed by (initials)	Date	Comments
MA	3-25-21	Reviewed



SOP: 12.1 Rev: 5 (TALR-Weslaco, TX)

Reviewed by (Initials)	Date	Comments
MA	3-25-21	Reviewed

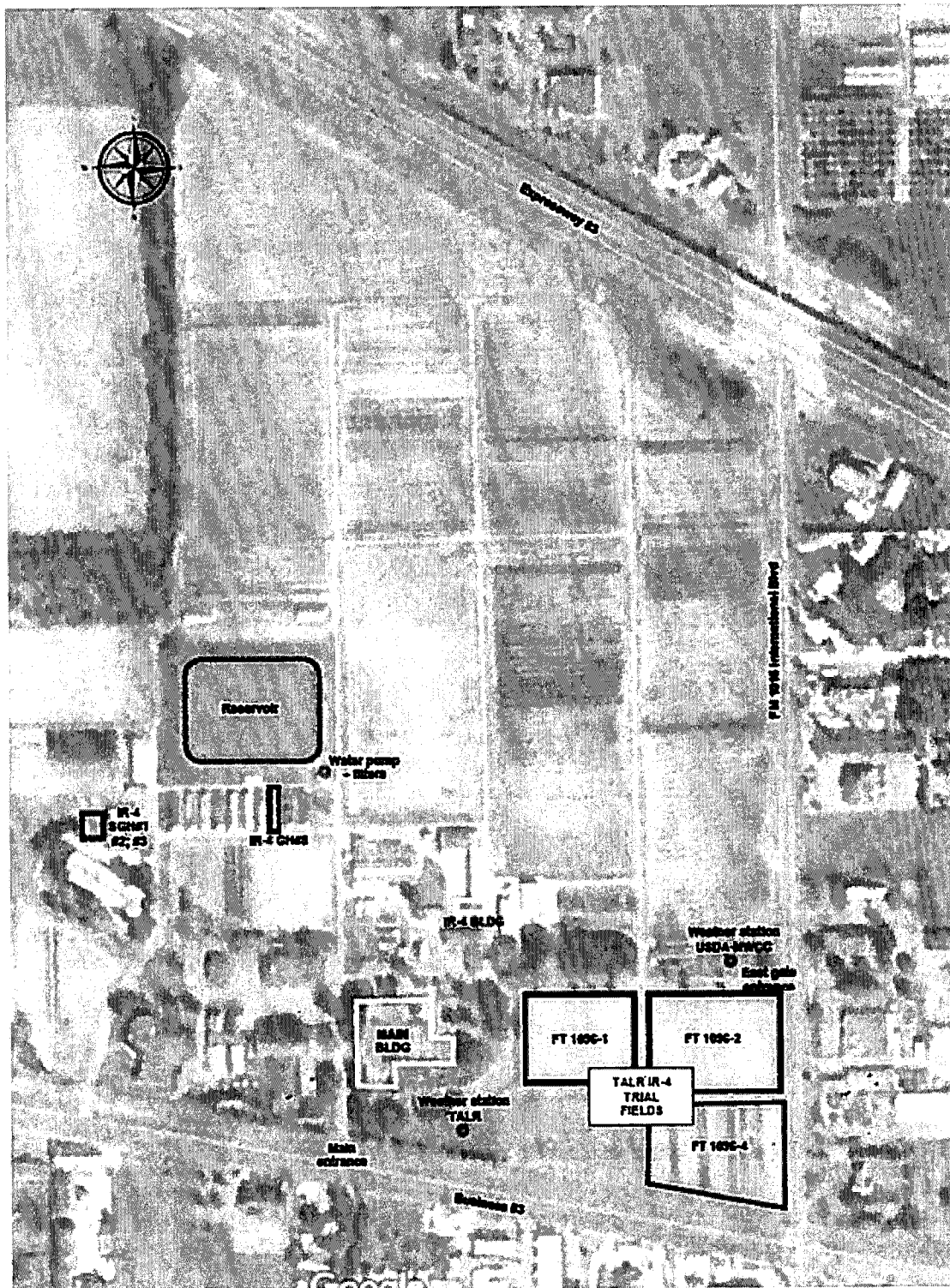
Reviewed by (initials)	Date	Comments
MA	3-25-21	Reviewed

SOP: 12.3     Rev: 3     (TALR-Weslaco, TX)

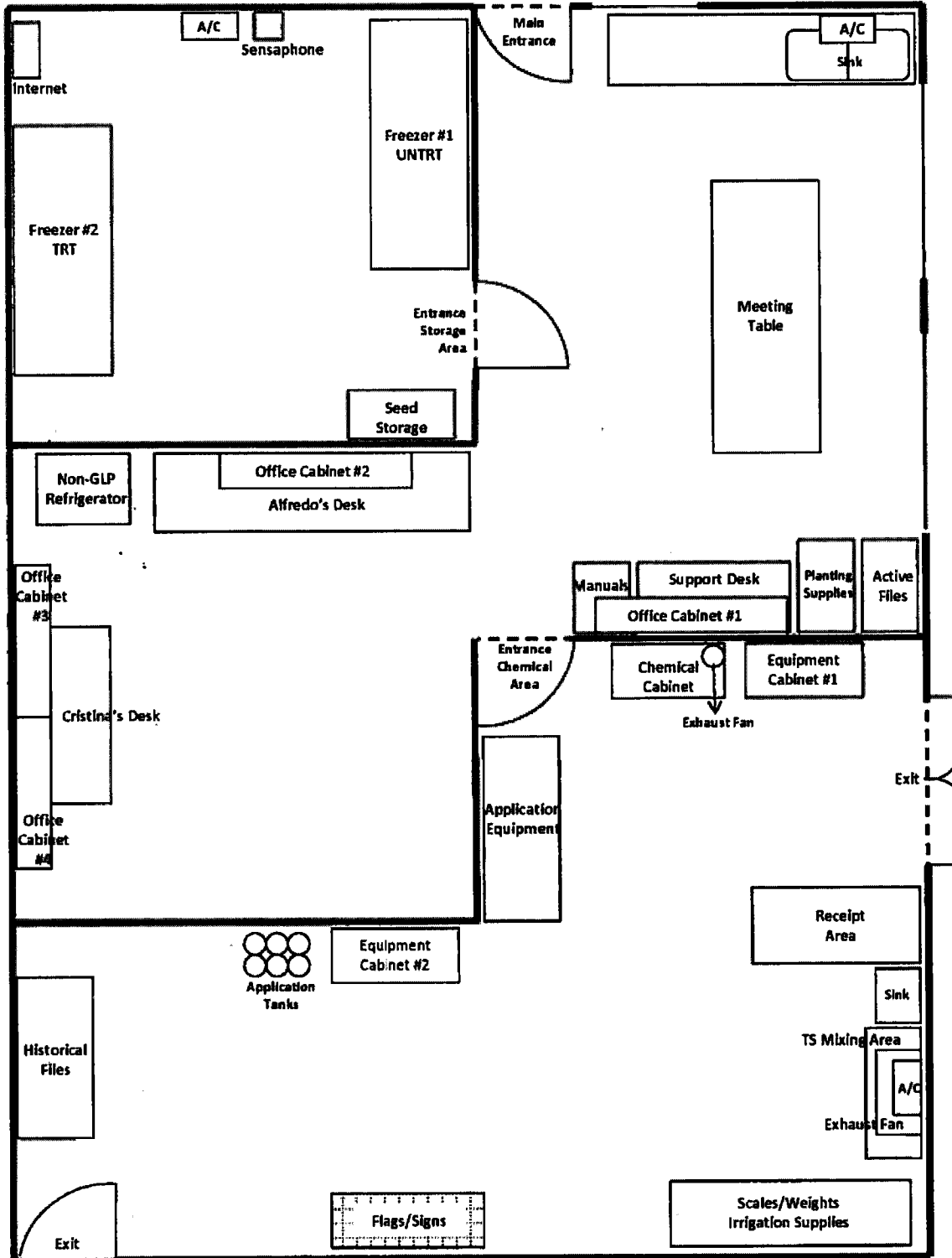
Reviewed by (initials)	Date	Comments
MA	3-23-21	Reviewed



Map of Facility – TALR



Layout of IR-4 building at TALR



**ORGANIZATIONAL CHART**

