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**SITE VISIT REPORT**

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| **Name of site visited**:  |  |
| **Dates of site visit:**  |  |

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| **Visitors** |
| Name of assessor 1 | Institution name |
| Name of assessor 1 | Institution name |
| **Hosts** |
| Name 1 | Institution name |
| Name 2 | Institution name  |

**ACTION POINTS**

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| **Description** | **Responsible** | **Deadline** |
| 1) Provide a list of protocols to be prepared into SOPs | Host laboratory | 31/03/2019 |
| 2) Provide documentation framework tailored from the host laboratory’s protocols and assist its preparation | Assessors | 30/04/2019 |
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**OVERVIEW**

**CURRENT PROJECTS**

**FUTURE PROJECTS**

**AMBITIONS AND PERSPECTIVES**

**[NAME OF ASSESSING INSTITUTES] CONTRIBUTION**

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