| **WEEKLY ITINERARY**<br>*(GSA QUALITY ASSURANCE SPECIALIST)* | 1. CODE DESIGNATING PURPOSE (type transaction) IN COL. (d)<br>1. Lot by lot inspection<br>3. Preaward<br>4. QA surveillance<br>5. Contract Administration<br>6. Complaint<br>7. First Article Evaluation | 2. FOR WEEK BEGINNING<br><br>3. NAME OF QUALITY ASSURANCE SPECIALIST |
|---|---|---|

**4. ITINERARY INFORMATION**

| DAY<br>(a) | SUPPLIER/AGENCY BEING VISITED<br>(b) | CITY AND STATE<br>(c) | PURPOSE<br>(d) | TELEPHONE NO.<br>(e) |
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