Organisation name Site or unit		FORM Donation check record	
Document ID	FLD-FRM-005	**Version**	1.0
Status	Blank form, to adapt	**Issue date**	
Review date		**Replaces**	
Owner		**Approved by**	
Signature			

Form · FLD-FRM-005 · Version 1.0 · Approved by the ASF Expert Committee

Supports: 9.12

1. Purpose

Records the check of each donated medicine and item before use, and any withholding.

2. How to complete

- Check each item before use.
- Record any failed check and the action.
- Record disposal.

3. Checks

Check	Entry
Item and quantity	Yes
Source known and recorded	Yes
Expiry date in range	Yes
Storage condition met	Yes
Approved for use	Yes
Withheld (yes or no) and action	Yes

Checked by and date	Yes

4. Evidence

Reference	Note
E-009	Based on WHO classification and minimum standards for emergency medical teams (2013).
E-006	ASF Policy Framework v1.2. Adapted.
E-009	ASF Expert Committee consensus.

5. Change history

Version	Date	What changed	Approval
1.0	the date of approval	First version	set Expert Committee approval

6. References

- Accréditation Sans Frontières (2026). ASF Policy Framework v1.2. (E-006)

- Accréditation Sans Frontières (2026). ASF Expert Committee consensus on Standard 1. (E-009)

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