

2EN2 Stage 2 – Archaeology Group

QA Checklist for Work Products

SPOT ID/Project TIP #: _____

County: _____

Item #	Review Item	Yes	No	N/A
QA.1	PA Forms			
QA.1.1	Follow the Programmatic Agreement (PA) Manual for the 2020 PA	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
QA.1.2	Upload forms to project's SharePoint site	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
QA.1.3	Upload copies of forms in Annual Report folder on shared drive	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
QA.1.4	Create and upload Area of Potential Effects (APE) Shape File to Archaeology Group Shared GIS Folder	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
QA.2	Archaeological Survey and Site Evaluation			
QA.2.1	Follow the Office of State Archaeology Archaeological Investigation Standards and Guidelines	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
QA.2.2	Complete North Carolina Office of State Archaeology (OSA) Site Forms (version VIII) and forward to OSA	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
QA.2.3	Provide NCDOT project manager site locations and National Register of Historic Places eligibility recommendations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
QA.2.3	Assess effects to archaeological sites determined eligible for or listed on the NRHP historic properties within the project's APE with NCDOT project manager, consulting parties, SHPO and lead federal agency	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
QA.2.4	Upload completed Survey and Evaluation PA documents to project's SharePoint site	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
QA.2.5	Upload copy of forms in PA Annual Report folder on shared drive	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
QA.3	Finding of Adverse Effect/MOA	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
QA.3.1	Complete draft e106 and provide to Lead Federal Agency	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

This checklist may not be comprehensive to every project. All items may not be applicable for smaller projects. It is the responsibility of the reviewer to ensure that an adequate review is performed.

I have reviewed the plans for consistency with this checklist and confirmed that all items have been completed.

QA Reviewer Name: _____ **Date:** _____

QA Reviewer (Signature): _____