

# National Laboratory Strategic Plan Development Checklist

- Define a Mission and a Vision
- Identify Leadership
- Establish Principles
  - to guide development of the plan
  - to guide implementation of the plan
- Set Objectives
- Identify Resources to assist Plan development
- Situation (technical) Analysis of Laboratory:
  - Structure
  - Infrastructure
  - Human Resources
  - Finances
  - Test requirements at each tier
  - Quality Assurance Program
  - Sample referral systems
  - Legal and Policy Review
- Key Objectives of Plan:
  - Establish a tiered laboratory network
  - Training/Retention
  - Standardization of Lab Commodities
  - Equipment Maintenance
  - Quality Assurance Program
  - Sample referral systems
  - Laboratory Information Systems
  - Monitoring and Evaluation
  - Regulatory Issues