



# Do's & Don'ts

FDA

PADE Inspection

BY SSI STRATEGY

# DO



Be Professional & Answer  
Questions Honestly

# DON'T



Get Overwhelmed

# DO



Listen to Questions  
Carefully & Always Tell the  
Truth

# DON'T



Give Misleading Information  
or Answer when Unsure

# DO



Ask Clarifying Questions  
Before Answering

# DON'T



Answer "What-If" or  
Hypothetical Questions

# DO



Be Cooperative, Create  
Credibility & Have Positive  
Attitude

# DON'T



Interrupt the Inspector or  
Other Employees

# DO



Answer Only the Question  
You are Asked

# DON'T



Challenge, Ramble, or  
Argue with the Inspector

# DO



Be Aware that Nothing is  
"Off The Record" with the  
Inspector

# DON'T



Make Conversation Or Ask  
for Advice from the  
Inspector

# DO



Refer the Inspector to the  
Expert if You are Not the  
Right Person

# DON'T



Allow Photographs, Videos,  
or Recordings During the  
Inspection





To find  
more helpful  
tips visit:

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