NYSDOH ELAP CHEMISTRY CHECKLIST

This checklist incorporates references to both 'The NELAC Institute' 2003 and 2009 Standards, **where applicable**. The 2009 reference is in brackets.

Directions: Place a mark (e.g., /, √ or X) in the appropriate column (Yes (Y), No (N), or Not Applicable (NA)). If it is an observation on areas for possible improvement, place a mark under the Suggestion (S) column. In database, use code "SGST."

Lab ID: _____ Assessment ID: _____

Lab Name: _____

If the information on the "**Lab Pre-Assessment Report**" is **NOT** accurate, note the changes that need to be made below. In addition, the lab will need to formally request the change using Application Form 107.

Address (Mailing): _____

Address (Physical Location):
_____

Telephone: _____

E-mail: _____

Personnel Interviewed:

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

At the time of the assessment, a question marked 'yes' indicates that no evidence of a deficiency was observed.

Assessment Date(s):_____ Assessor (Signature): _____

If this was a team assessment, indicate the Lead Assessor's name. _____

Chemical Testing Detailed Method Review (Prep and Determinative Methods)	Deficiency Code	Comments
Method Number: **SOP Number:** **Rev.:** **SOP date:** **Personnel records observed:** **Data records observed:**		
Method Number: **SOP Number:** **Rev.:** **SOP date:** **Personnel records observed:** **Data records observed:**		
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Relevant Aspect of Standards	NELAC Reference [2009]	Y	N	N/A	S	Codes	Comments
Does the laboratory demonstrate that it meets all requirements contained in a mandated test method or by regulation, even if the requirement is more stringent than the corresponding NELAC standard? (If it is unclear which requirements are more stringent, the standard from the method of regulation shall be followed)	5.1.1 [M2,5.9.3(c)]					**000d11**	
Has the lab employed any method options that should be noted? Note: ELAP will not be citing usage of method options as a deficiency, but are tracking the usage. This is applicable to "SIM" methods [DW Microextractables (524.3), SW low level PAHs (8270), and NW low level polynuclear aromatics (8270)]						**5101a**	
Are the quality control protocols specified by the laboratory's method manual followed by all analysts?	D [M2,5.9.3(d)]					**000d12**	
Are all essential quality control measures incorporated in the lab's method manual?	D [M2, 5.9.3(c)]					**000d13**	
Are all quality control measures assessed and evaluated on an on-going basis and is quality control acceptance criteria used to determine the validity of the data?	D [M2,5.9.3(b)]					**000d14**	
Does the laboratory have procedures for developing acceptance/rejection criteria for each test where no method or regulatory criteria exist?	D [M2,5.9.3(c)]					**000d15**	
METHOD BLANK							
Is the method blank processed along with and under the same conditions as the associated samples including all steps of the analytical procedure?	D.1.1.1.a [M4,1.7.3.1(a)]					**000d16**	
Are procedures in place to determine if a method blank is contaminated?	D.1.1.1.a [M4,1.7.3.1(a)]					**00D111a**	
Are any affected samples associated with a contaminated blank reprocessed for analysis or are the results reported with appropriate data qualifying codes?	D.1.1.1.a [M4,1.7.3.1(a)]					**000d17+**	
Is a method blank performed such as a.__ one per preparation batch, per matrix type; or b.__ in those instances for which there is no separate preparation method, is the batch defined as environmental samples that are analyzed together with the same method and personnel, using the same lots of reagents, not to exceed the analysis of 20 environmental samples?	D.1.1.1.b [M4,1.7.3.1(b)]					**000d18a**	
Does the method blank consist of a matrix that is similar to the associated	D.1.1.1.c					**000d19**	

Relevant Aspect of Standards	NELAC Reference [2009]	Y	N	N/A	S	Codes	Comments
samples and is known to be free of the analytes of interest?	[M4,1.7.3.1(c)]						
Is each method blank critically evaluated as to the nature of the interference and the effect on the analysis of each sample within the batch?	D.1.1.1.d [M4,1.7.4.1]					**00d110**	
Is the source of contamination investigated and measures taken to minimize or eliminate the problem and the affected samples reprocessed? a.__ Is data appropriately qualified if: 1. The concentration of a targeted analyte in the blank is at or above the reporting limit as established by the test method or by regulation, AND is greater than 1/10 of the amount measured in any sample, and 2. The blank contamination affects the sample results as per the test method requirements or the individual project data quality objectives?	D.1.1.1.d.1-2 [M4,1.7.4.1]					**00d111**	
When a blank is determined to be contaminated, does the laboratory investigate the cause and take measures to minimize or eliminate the problem?	D.1.1.1.d.3 [M4,1.7.4.1(c)]					**D111d3**	
Does the laboratory evaluate samples associated with a contaminated blank as to the best corrective action for the samples (e.g. reprocessing or data qualifying codes) and is the corrective action documented?	D.1.1.1.d.3 [M4,1.7.4.1(c)]					**D111d31+**	
LABORATORY CONTROL SAMPLE (LCS)							
Is the LCS used to evaluate the performance of the total analytical system including all preparation and analysis steps?	D.1.1.2.1.a [M4,1.7.3.2.1]					**00d112a**	
Is an LCS (a sample matrix free of analytes of interest spiked with a verified known amount of analyte) performed at a frequency of: a.__ one per preparation batch, per matrix type (except for analytes for which spiking solutions are not available); or b.__ in those instances for which there is no separate preparation method, isthe batch defined as environmental samples that are analyzed together with the same method and personnel, using the same lots of reagents, not to exceed the analysis of 20 environmental samples?	D.1.1.2.1.b [M4,1.7.3.2.2]					**00d112** **00d112b**	
If the matrix spike is used as the LCS, is the acceptance criteria as stringent as the LCS?	D.1.1.2.1.c [M4,1.7.3.2.3]					**00d113**	
Are the components spiked those that are specified by the mandated test method or other regulatory requirement or as requested by the client, except for those circumstances in D.1-15, below? a.__ Are surrogates and matrix spike compounds added to the sample						**00d114** **00d114a**	

Relevant Aspect of Standards	NELAC Reference [2009]	Y	N	N/A	S	Codes	Comments
after the drying agents have been added? Note: For SW-846 Organic Extraction methods, adding spiked compounds prior to mixing with drying agents can cause major recovery issues.							
In the absence of specified spiking components, does the laboratory spike per the following: a. ___ For those components that interfere with an accurate assessment such as spiking simultaneously with technical chlordane, toxaphene and PCBs, is the spike chosen so that it represents the chemistries and elution patterns of the components to be reported? b.___ For those test methods that have extremely long lists of analytes, is a representative number chosen as below? 1.___ Are the analytes selected that representative of all analytes reported 2.___ Is the following criteria used for determining the minimum number of analytes to be spiked: a) ___ laboratory ensures that all targeted components are included in the spike mixture over a 2 year period b) ___ For methods that include 1-10 targets, all components are spiked. c) ___ For methods that include 11-20 targets, at least 10 or 80% are spiked, whichever is greater. d) ___ For methods with more than 20 targets, at least 16 components are spiked?	D.1.1.2.1.c [M4,1.7.3.2.3(a)] D.1.1.2.1.c [M4,1.7.3.2.3(b)] D.1.1.2.1.c [M4,1.7.3.2.3(b)] D.1.1.2.1.c.1 [M4,1.7.3.2.3(b)(i)] D.1.1.2.1.c.2 [M4,1.7.3.2.3(b)(ii)] D.1.1.2.1.c.3 [M4,1.7.3.2.3(b)(iii)]					**0d115a** **d115b1** **d115b2a** **d115b2b** **d115b2c** **d115b2d**	
Are the results of individual batch LCS calculated in percent recovery?	D.1.1.2.1.d [M4,1.7.4.2(a)]					**00d116**	
Does the laboratory document the calculation for percent recovery?	D.1.1.2.1.d [M4,1.7.4.2(a)]					**00d117**	
Is the individual LCS compared to the acceptance criteria: a.__ as published in the mandated test method; b.__ where there are no established criteria, does the laboratory determine	D.1.1.2.1.d [M4,1.7.4.2(a)]					**00d117a**	

Relevant Aspect of Standards	NELAC Reference [2009]	Y	N	N/A	S	Codes	Comments
internal criteria and document the method used to establish the limits; or c.__ utilize client specified assessment criteria?							
Are samples analyzed along with a LCS determined to be 'out of control' a.__ considered suspect and the samples reprocessed and re-analyzed; or b.__ is the data reported with appropriate qualifying codes?	D.1.1.2.1.d [M4,1.7.4.2(a)]					**0d117b+**	
Are the number of allowable marginal exceedences determined as follows? ☐ >90 analytes in LCS, no more than 5 analytes allowed in ME of the LCS control limit ☐ 71-90 analytes in LCS, no more than 4 analytes allowed in ME of the LCS control limit ☐ 51-70 analytes in LCS, no more than 3 analytes allowed in ME of the LCS control limit ☐ 31-50 analytes in LCS, no more than 2 analytes allowed in ME of the LCS control limit ☐ 11-30 analytes in LCS, no more than 1 analytes allowed in ME of the LCS control limit ☐ <11 analytes in LCS, no analytes allowed in ME of the LCS control limit	D.1.1.2.1.e [M4,1.7.4.2(b)]					**LCS90** **LCS71** **LCS51** **LCS31** **LCS11** **LCS10**	
Are the LCS marginal exceedences random?	D.1.1.2.1.e					**D1121e1**	
If the same analyte exceeds the LCS control limit repeatedly, it is an indication of a systemic problem. Is the source of the error located and corrective action taken?	D.1.1.2.1.e [M4,1.7.4.2(b)]					**D1121e2**	
Do laboratories have a written procedure to monitor the application of marginal exceedence allowance to the LCS?	D.1.1.2.1.e [M4,1.7.4.2(b)]					**D1121e3**	
Does the laboratory document procedures for determining the effect of the sample matrix on method performance?	D.1.1.3 [M4,1.7.3.3]					**00d118**	
Do these procedures relate to the analyses of matrix specific QC samples and are they designed as data indicators for a specific sample using the designated test method?	D.1.1.3 [M4,1.7.3.3]					**00D113a**	
Does the laboratory have procedures in place for tracking, managing, and handling matrix specific QC criteria including spiking appropriate components at appropriate concentrations, calculating recoveries and relative percent difference, evaluating and reporting results based on performance of the QC samples?	D.1.1.3 [M4,1.7.3.3]					**00d119**	
Is the frequency of the analysis of matrix specific samples followed as	D.1.1.3.1.b					**00d120**	

Relevant Aspect of Standards	NELAC Reference [2009]	Y	N	N/A	S	Codes	Comments
specified by the method or determined as part of the contract review process?	[M4,1.7.3.3.1(b)]						
Are the components spiked those specified by the mandated test method, where applicable?	D.1.1.3.1.c [M4,1.7.3.3.1(c)]					**00d121**	
Are any permit specified analytes, as specified by regulation or client requested analytes also included?	D.1.1.3.1.c [M4,1.7.3.3.1(c)]					**00d122**	
If there are no specified components, does the laboratory spike per the following: a.___ For those components that interfere with an accurate assessment such as spiking simultaneously with technical chlordane, toxaphene and PCBs, is the spike chosen which represents the chemistries and elution patterns of the components to be reported? b.___ For those test methods that have extremely long lists of analytes, are all analytes used, or are a representative number chosen using the following criteria: 1. For methods that include 1-10 targets, spike all components; 2.For methods that include 11-20 targets, spike at least 10 or 80%, whichever is greater; and 3. For methods with more than 20 targets, spike at least 16 components?	D.1.1.3.1.c [M4,1.7.3.3.1(c)] D.1.1.3.1.c.1 [M4,1.7.3.3.1(c)(i)] D.1.1.3.1.c.2 [M4,1.7.3.3.1(c)(ii)] D.1.1.3.1.c.3 [M4,1.7.3.3.1(c)(iii)]					**0d123a** **d123b1** **d123b2** **d123b3**	
Does the laboratory include all targeted components in the spike mixture over a 2 year period?	D.1.1.3.1.c [M4,1.7.3.3.1(c)]					**00d123**	
MATRIX SPIKES AND DUPLICATES							
Is the matrix spike used to assess the precision and accuracy of analytical results in a given matrix and are they expressed as percent recovery (%R) and relative percent difference (RPD)?	D.1.1.3.1.d [M4,1.7.4.3(a)]					**00d125**	
Does the laboratory document the calculation for relative percent difference?	D.1.1.3.1.d [M4,1.7.4.3(a)]					**00d126**	
Are the results compared to the acceptance criteria in the mandated test method when published?	D.1.1.3.1.d [M4,1.7.4.3(a)]					**00d127**	
Where there are no established criteria, does the laboratory determine internal criteria and document the method used to establish the limits?	D.1.1.3.1.d [M4,1.7.4.3(a)]					**00d128**	
For matrix spike results outside established criteria, is corrective action documented or is the data reported with appropriate data qualifying	D.1.1.3.1.d [M4,1.7.4.3(a)]					**00d176**	

Relevant Aspect of Standards	NELAC Reference [2009]	Y	N	N/A	S	Codes	Comments
codes?							
Are matrix duplicates defined as replicate aliquots of the same sample taken through the entire analytical procedure?	D.1.1.3.2.a [M4,1.7.3.3.2(a)]					**0d1132a**	
Do the results from the analysis of matrix duplicates indicate the precision of the results for the specific sample using the selected method?	D.1.1.3.2.a [M4,1.7.3.3.2(a)]					**d1132a1**	
Is the frequency of the analysis of matrix duplicates determined as part of a systematic planning process (e.g. Data Quality Objectives) or as specified by the mandated test method?	D.1.1.3.2.b [M4,1.7.3.3.2(b)]					**00d177**	
Are matrix duplicates performed on replicate aliquots of actual sample?	D.1.1.3.2.c [M4,1.7.3.3.2(c)]					**00d178**	
Are the results from matrix duplicates primarily designed to assess the precision of analytical results in a given matrix and are they expressed as relative percent difference (RPD) or another statistical treatment (e.g., absolute differences)?	D.1.1.3.2.d [M4,1.7.4.3(b)]					**00d179**	
Does the laboratory document the calculation for relative percent difference or other statistical treatments?	D.1.1.3.2.d [M4,1.7.4.3(b)]					**00d180**	
Are the results compared to the method acceptance criteria as published in the mandated test method?	D.1.1.3.2.d [M4,1.7.4.3(b)]					**00d181**	
Where there are no established criteria, does the laboratory determine internal criteria and document the method used to establish the limits?	D.1.1.3.2.d [M4,1.7.4.3(b)]					**00d182**	
For matrix duplicates results outside established criteria, is corrective action documented or is the data reported with appropriate data qualifying codes?	D.1.1.3.2.d [M4,1.7.4.3(b)]					**00d183**	
Are surrogate compounds added to all samples, standards, and blanks, whenever possible, for all organic chromatography methods?	D.1.1.3.3.b [M4,1.7.3.3.3(b)]					**00d184**	
Are surrogate compounds chosen for being unlikely to occur as environmental contaminants and to represent the various chemistries of the target analytes in the method?	D.1.1.3.3.c [M4,1.7.3.3.3(c)]					**0d1133c**	
Are the results of surrogate recoveries compared to the acceptance criteria published in the mandated test method?	D.1.1.3.3.d [M4,1.7.4.3(c)]					**00d185**	
Where there are no established criteria, does the laboratory determine internal criteria and document the method used to establish the limits?	D.1.1.3.3.d [M4,1.7.4.3(c)]					**00d186**	
Are surrogates outside the acceptance criteria evaluated for the effect indicated for the individual sample results?	D.1.1.3.3.d [M4,1.7.4.3(c)]					**00d187**	
Is the appropriate corrective action guided by the data quality objectives or	D.1.1.3.3.d					**00d188**	

Relevant Aspect of Standards	NELAC Reference [2009]	Y	N	N/A	S	Codes	Comments
other site specific requirements?	[M4,1.7.4.3(c)]						
Are results reported from analyses with surrogate recoveries outside the acceptance criteria with appropriate data qualifiers?	D.1.1.3.3.d [M4,1.7.4.3(c)]					**00d189+**	
	INSTRUMENT CALIBRATION						
Are sample results quantitated from the initial instrument calibration and not from any continuing instrument calibration verification?	5.5.5.2.2 5.5.5.2.2.1.c [M4,1.7.1.1(c)]					**00d129**	
Is the continuing instrument calibration verification used to confirm the continued validity of the initial calibration?	5.5.5.2.2 [M4,1.7.2]					**00d130**	
Do the SOPs or the test method SOP reference the details of the initial calibration procedures, including calculations integrations, and acceptance criteria associated statistics?	5.5.5.2.2.1.a [M4,1.7.1.1(b)]					**00d131**	
Are sufficient raw data records retained to permit reconstruction of the initial and continuing calibration including: a___ Calibration date, b___ Test method, c___ Instrument, d___ Analysis date, e___ Each analyte name, f___ Concentration, g___ Response, h___ Calibration curve or response factor, I____ Analyst's initials or signature, and j____ Unique equation or coefficient used to reduce instrument response to concentration?	5.5.5.2.2.1.b 5.5.5.10 [M4,1.7.1.1(b)]					**0d132a** **0d132b** **0d132c** **0d132d** **0d132e** **0d132f** **0d132g** **0d132h** **0d132i** **0d132j**	
Are all initial calibration verification standards traceable to a national standard, when commercially available?	5.5.5.2.2.1.d [M4,1.7.1.1(d)]					**00d133a**	
Are all initial calibrations verified with a standard obtained from a second source manufacturer or lot if the lot can be demonstrated from the manufacturer as prepared independently from other lots?	5.5.5.2.2.1.d [M4,1.7.1.1(d)]					**00d133**	
Is the criteria for the acceptance of an initial calibration established (correlation coefficient or relative percent difference) and appropriate to the calibration technique employed?	5.5.5.2.2.1.e [M4,1.7.1.1(e)]					**00d134**	
Is the lowest calibration standard the lowest concentration for which quantitative data are to be reported (see Appendix C.)? Any data reported	5.5.5.2.2.1.f [M4,1.7.1.1(f)]					**555221f**	

Relevant Aspect of Standards	NELAC Reference [2009]	Y	N	N/A	S	Codes	Comments
below the lower limit of quantitation should be considered to have an increased quantitative uncertainty and shall be reported using defined qualifiers or flags or explained in the case narrative.							
Is the highest calibration standard the highest concentration for which quantitative data are to be reported (see Appendix C.)? Any data reported above this highest standard should be considered to have an increased quantitative uncertainty and shall be reported using defined qualifiers or flags or explained in the case narrative.	5.5.5.2.2.1g [M4,1.7.1.1(g)]					**555221g**	
If the results of samples are not bracketed by the initial calibration, are the results reported as having less certainty (defined qualifiers, flags, or explanation in the case narrative)?	5.5.5.2.2.1.h [M4,1.7.1.1(f)(g)]					**00d135**	
Is the lowest calibration standard of the initial calibration above the detection limit?	5.5.5.2.2.1.h					**00d136**	
For ICP and/or ICP-MS does the following occur? 1.)__ Prior to the analysis of samples the zero point/single point calibration must be analyzed and the linear range must be established by analyzing a series of standards, one of which must be at the lowest quantitation level, (results within the established linear range shall not require data qualifier flags) 2.)__ the zero point/single point calibration must be analyzed with each analytical batch, 3.)__ a standard corresponding to the limit of quantitation must be analyzed with each analytical batch and must meet established acceptance criteria, and 4.)__ The linearity is verified at a frequency established by the method and/or the manufacturer.	5.5.5.2.2.1.h)1-4 [M4,1.7.1.1(h)(i)-(iv)]					**555221fa** **555221fb** **555221fc** **555221fd**	
Are corrective actions performed if the results of the initial calibration are outside of established acceptance criteria?	5.5.5.2.2.1.i [M4,1.7.1.1(i)]					**00d137**	
Is data associated with unacceptable initial instrument calibration not reported?	5.5.5.2.2.1.i [M4,1.7.1.1(i)]					**00d138+**	
Does the laboratory have an SOP for determining the number of points for establishing the initial calibration?	5.5.5.2.2.1.j					**00d140**	

Relevant Aspect of Standards	NELAC Reference [2009]	Y	N	N/A	S	Codes	Comments
If a reference or mandated method does not specify the number of calibration standards, is the minimum number used 2 (3 in 2009 standard), not including a blank or zero standard?	5.5.5.2.2.1.j [M4,1.7.1.1(j)]					**00d141**	
When an initial calibration is not performed on the day of analysis, does the laboratory verify the validity of the initial calibration prior to the analysis of samples by analyzing a continuing instrument calibration verification sample?	5.5.5.10 5.5.5.10.3 [M4,1.7.2]					**00d142**	
Are the details of the continuing instrument calibration procedure, calculations, and associated statistics included or referenced in the test method SOP?	5.5.5.10.a [M4,1.7.2(a)]					**00d143**	
Is the calibration verified for each compound, element, or other discrete chemical species, except for multi-component analytes such as Aroclors, Total Petroleum Hydrocarbons, or Toxaphene where a representative chemical related substance or mixture can be used?	5.5.5.10.b [M4,1.7.2(b)]					**55510b**	
Is a continuing instrument calibration verification performed 1__ at the beginning and end of each analytical batch; (If an internal standard is used, only one continuing calibration verification must be analyzed per analytical batch) 2__ whenever it is expected that the analytical system may be out of calibration or might not meet verification acceptance criteria; 3__ if the time period for calibration or the most previous calibration verification has expired; or 4__ for analytical systems that contain a CCV requirement?	5.5.5.10.c.1-4 [M4,1.7.2(c)(i)-(iii)]					**00d144** **00d1442** **00d1443** **00d1444**	
Do the continuing calibration verification records explicitly connect the continuing verification data to the initial instrument calibration?	5.5.5.10.d [M4,1.7.2(d)]					**00d146**	
Does the laboratory have established acceptance criteria of a continuing calibration verification analysis? (e.g. relative percent difference)	5.5.5.10.e [M4,1.7.2(e)]					**00d147**	
Are routine corrective actions performed if the results of the continuing calibration verifications are outside of established acceptance criteria?	5.5.5.10.e [M4,1.7.2(e)]					**00d148**	
If corrective action fails to produce an acceptable second consecutive (immediate) calibration verification, does the lab either perform a new initial calibration or analyze 2 consecutive acceptable calibration verifications before analyzing new samples?	5.5.5.10.e [M4,1.7.2(e)]					**00d149**	
When sample data associated with a failed calibration verification is reported, does the laboratory qualify the data. (Sec. 5.5.5.10.e NELAC	5.5.5.10.e [M4,1.7.2(e)]					**00d150+**	

Relevant Aspect of Standards	NELAC Reference [2009]	Y	N	N/A	S	Codes	Comments
2003)							
If there was a high bias and there is a failed continuing calibration verification, is only data associated with samples that are non-detects reported? (Other affected samples are reanalyzed after a new curve has been established, evaluated, and accepted.)	5.5.5.10.e.i [M4,1.7.2(e)(i)]					**00d151+**	
If there was a low bias and there is a failed continuing calibration verification, is only data associated with samples that have a result greater than the maximum regulatory limit/decision level reported? (Other affected samples are reanalyzed after a new curve has been established, evaluated, and accepted.)	5.5.5.10.e.i [M4,1.7.2(e)(ii)]					**00d152+**	
Does the laboratory utilize test methods that provide an **LOD** that is appropriate and relevant for the intended use of the data? (An LOD is not required for a test method when test results are not reported outside the calibration range.)	D.1.2.1 [M4,1.5.2.1]					**00d154**	
Does the laboratory use an **LOD** that is determined by the protocol in the mandated test method or applicable regulation?	D.1.2.1 [M4,1.5.2.1]					**00d155**	
If the protocol for determining **LOD** is not specified, does the selection made by the laboratory reflect instrument limitations and the intended application of the test method?	D.1.2.1 [M4,1.5.2.1]					**00d156**	
Is the **LOD** initially determined in a matrix free of target analytes or interferences or in the matrix of interest?	D.1.2.1.a [M4,1.5.2.1(d)] [M4,1.5.2.1(a)]					**00d157**	
Are detection limits determined each time there is a significant change in the test method or instrument type?	D.1.2.1.b [M4,1.5.2.1(e)]					**00d158**	
Are all procedures used to determine detection limits documented including the matrix type and is all supporting data retained?	D.1.2 [M4,1.5.2]					**00d160**	
Does the laboratory have established procedures relate **LOD** with **LOQ**?	D.1.2.1.c					**00d161**	
Is the **LOD** verified annually for each quality system matrix, method and analyte according to the procedure specified in section C.3 of the 2003NELAC standard and Module 4, section 1.5.2.1 of the 2009 NELEC standard	D.1.2.1.d [M4,1.5.2.1(f)]					**00d12d**	
Are the test methods **LOQ** established and above the **LOD**?	D.1.2.2.a [M4,1.5.2.2(d)]					**0d161a**	
Is the **LOQ** verified annually for each quality matrix, method and analyte according to the procedure specified in section C.3 of the 2003NELEC	D.1.2.2.b [M4,1.5.2.2(e)]					**0d122b**	

Relevant Aspect of Standards	NELAC Reference [2009]	Y	N	N/A	S	Codes	Comments
standard and Module 4, section 1.5.2.2 of the 2009 NELEC standard							
OTHER CRITERIA							
Are procedures documented for data reduction, such as use of linear regression?	D.1.3 [M4,1.7.3.4]					**00d162**	
Is the source of standards traceable to national standards or proven through inter-laboratory studies? (See 5.5.6.2.2.2 for details)	D.1.4.a 5.5.6.2.2.2					**00d163**	
In methods where the purity of reagents is not specified, is analytical reagent grade used?	D.1.4.b.1 [M4,1.7.3.5(a)]					**00d164**	
Does the laboratory use reagents of the purity or of greater purity than that specified in the method?	D.1.4.b.1 [M4,1.7.3.5(a)]					**00d165**	
Is the container labeling checked to verify that the purity of the reagents meets the requirements of the particular method?	D.1.4.b.1					**00d166**	
Does the laboratory document the checks to verify that the purity of the reagents meets the requirements of the particular test method?	D.1.4.b.1 [M4,1.7.3.5(a)]					**0d14b1**	
Is the quality of water sources monitored and documented to meet method specified requirements?	D.1.4.b.2 [M4,1.7.3.5(b)]					**00d167**	
Does the laboratory verify the concentration of titrants in accordance with written laboratory procedures?	D.1.4.b.3 [M4,1.7.3.5(c)]					**00d167a**	
Does the laboratory evaluate selectivity by following the checks established within the method, which may include mass spectral tuning, second column confirmation, ICP interelement interference checks, chromatography retention time windows, sample blanks, spectrochemical absorption or fluorescence profiles, co-precipitation evaluations, and electrode response factors?	D.1.5.a [M4,1.5.4] [M4,1.7.3.6]					**0D1101**	
Is confirmation performed for organic tests other than GC/MS or when recommended by the analytical method to verify the compound identification when positive results are detected on a sample from a location that has not been previously tested by the laboratory?	D.1.5.b					**00d169**	
If confirmation not performed, is it based on client written stipulation?	D.1.5.b					**00d170**	
Does the laboratory document all confirmations?	D.1.5.b					**00d171**	
Does the laboratory develop and document acceptance criteria for mass spectral tuning?	D.1.5.c					**00d172**	
Does the laboratory assure that the test instruments consistently operate within the specifications of the test methods and equipment manufacturer?	D.1.6.a					**00d173**	
Is glassware cleaned to meet the sensitivity of method?	D.1.6.b					**00d174**	

Relevant Aspect of Standards	NELAC Reference [2009]	Y	N	N/A	S	Codes	Comments
Are all cleaning and storage procedures that are not specified by the method documented in laboratory records and SOPs?	D.1.6.b					**00d175**	