

## DoD Environmental Laboratory Accreditation Program Frequently Asked Questions

1. **Question:** Please provide a list of the Accreditation Bodies that can perform DoD ELAP accreditations and their contact information.

**EDQW Response:** The Accreditation Bodies that have been recognized by the EDQW to perform accreditations to the DoD ELAP are:

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| <b>American Association for Laboratory Accreditation<br/>(A2LA)</b> |  |
| <b>Address</b>  | 5301 Buckeystown Pike, Suite 350   |
| <b>City, State, ZIP</b>   | Frederick, MD 21704  |
| <b>Contact</b>  | Randall V. Querry  |
| <b>Title</b>  | Accreditation Manager-Life Sciences  |
| <b>Email</b>  | <a href="mailto:rquerry@A2LA.org">rquerry@A2LA.org</a>                     |
| <b>Phone</b>  | 301 644 3221   |
| <b>Fax</b>  | 301 662 2974   |
| <b>Website</b>  | <a href="http://www.A2LA.org">www.A2LA.org</a>                             |
| <b>ANSI-ASQ National Accreditation Board (ACLASS)</b>               |  |
| <b>Address</b>  | 500 Montgomery St.   Suite 625   |
| <b>City, State, ZIP</b>   | Alexandria, VA 22314   |
| <b>Contact</b>  | Roger Muse   |
| <b>Email</b>  | <a href="mailto:roger.muse@aclasscorp.com">roger.muse@aclasscorp.com</a>   |
| <b>Phone</b>  | 703.836.0025 (x202)  |
| <b>Secondary Contact</b>  | Leah Zachar  |
| <b>Email</b>  | <a href="mailto:leah.zachar@aclasscorp.com">leah.zachar@aclasscorp.com</a> |
| <b>Phone</b>  | 703.836.0025 (x210)  |
| <b>Secondary Contact</b>  | Bill Hirt  |
| <b>Email</b>  | <a href="mailto:bill.hirt@aclasscorp.com">bill.hirt@aclasscorp.com</a>     |
| <b>Phone</b>  | 703.836.0025 (x226)  |
| <b>Fax</b>  | 703.836.0040   |
| <b>Website</b>  | <a href="http://www.aiclasscorp.com">www.aiclasscorp.com</a>               |

## Laboratory Accreditation Bureau (L-A-B)

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|-------------------------|--|
| <b>Address</b>          | 11627 Coldwater Rd., Suite 101                   |
| <b>City, State, ZIP</b> | Fort Wayne, IN 46845                             |
| <b>Contact</b>          | Jason Stine                                      |
| <b>Title</b>            | Testing Program Manager                          |
| <b>Email</b>            | Jstine@l-a-b.com )                               |
| <b>Contact</b>          | Dana Haenner                                     |
| <b>Title</b>            | Sales Manager                                    |
| <b>Email</b>            | Dhaenner@l-a-b.com                               |
| <b>Phone</b>            | 260-637-2705                                     |
| <b>Fax</b>              | 260-637-2791                                     |
| <b>Website</b>          | <a href="http://www.l-a-b.com">www.l-a-b.com</a> |

## Perry Johnson Laboratory Accreditation, Inc. (PJLA)

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| <b>Address</b>          | 26555 Evergreen Rd., Suite 1325                                |
| <b>City, State, ZIP</b> | Southfield, MI 48076   |
| <b>Contact</b>          | Tracy Szerszen   |
| <b>Title</b>            | President/Operations Manager                                   |
| <b>Email</b>            | <a href="mailto:Tszerszen@PJLabs.COM">Tszerszen@PJLabs.COM</a> |
| <b>Phone</b>            | 877-369-5227 Ext. 4731   |
| <b>Fax</b>              | 248-213-0737   |
| <b>Website</b>          | <a href="http://www.pjlabs.com">www.pjlabs.com</a>             |

2. **Question:** If there are not enough assessors to allow interested labs to become accredited before 1 October 2009, will laboratories be permitted to continue operating under an existing Component approval? In this case, will approval by one Component satisfy the requirement for another Component?

**EDQW Response:** Laboratories can continue operating under existing Component approvals, within the scope of those approvals, until they expire. As with the current program, Components can accept approvals from other Components.

3. **Question:** How many assessors will there be?

**EDQW Response:** Accreditation Bodies will determine the number of assessors assigned to the assessment team. This will depend on factors such as the requested

scope of accreditation, whether this is an initial accreditation or follow-up, previous assessment reports, etc.

4. **Question:** What will happen if a State requires certification for a specific test (e.g. TPH) and no DoD ELAP-accredited labs possess that certification?

**EDQW Response:** DoD ELAP accreditation is required for laboratories performing testing in support of the environmental restoration program even if the laboratory has a State certification for a specific test. If no laboratory is accredited under the DoD ELAP to perform the required testing, project teams should contact the EDQW for assistance.

5. **Question:** Will laboratories be required to have NELAP accreditation in addition to DoD ELAP accreditation?

**EDQW Response:** No.

6. **Question:** How much will accreditation cost?

**EDQW Response:** Accreditation Bodies will determine the costs for accreditation.

7. **Question:** How much information will be provided on the list of DoD-ELAP accredited labs (specifically, will this indicate specific analytes for which the lab is accredited?)

**EDQW Response:** At a minimum, the DoD-ELAP list of accredited laboratories published on the DENIX website will list scopes of accreditation and methods. Detailed scopes of accreditation including specific analytes will be available on the AB's websites.

8. **Question:** Will Prime contractors be able to see the Assessment Reports?

**EDQW Response:** Accreditation Bodies will not provide assessment reports to prime contractors; however the prime contractors may request copies of the reports directly from the laboratories, if desired.

9. **Question:** The Air Force doesn't currently approve laboratories. Will they accept approval by Army/Navy until labs are able to get DoD ELAP accreditation?

**EDQW Response:** Yes

10. **Question:** Will laboratories be allowed to receive the same training that is provided to the ABs?

**EDQW Response:** The EDQW offers training on the QSM to laboratories each year at the DoD EM/DQ workshop.

11. **Question:** Will laboratories be allowed to participate in the annual AB Meeting?

**EDQW Response:** No.

12. **Question:** Will laboratory applications for accreditation be available online?

**EDQW Response:** Consult the ABs for applications.

13. **Question:** Will variances be allowed as part of DoD ELAP accreditation requirements?

**EDQW Response:** No. However, if there are irresolvable questions between the laboratory and AB regarding QSM interpretation and application, they should be forwarded to the EDQW Laboratory Oversight Subgroup (LOS) through [Edward.Hartzog@navy.mil](mailto:Edward.Hartzog@navy.mil). The questions and answers will be posted on [www.navylabs.navy.mil](http://www.navylabs.navy.mil) and on DENIX.

14. **Question:** Will laboratories having current Component approvals be included on the list of accredited laboratories?

**EDQW Response:** No. The list will be specific to laboratories assessed under DOD ELAP.

15. **Question:** Is there a backlog of laboratory applicants?

**EDQW Response:** Consult the AB's.

16. **Question:** Will Components continue to conduct baseline quality system assessments?

**EDQW Response:** No.

17. **Question:** Can labs write an RFP for the purpose of selecting an AB?

**EDQW Response:** Yes.

18. **Question:** Will each location of a laboratory require a separate accreditation?

**EDQW Response:** Laboratories will be accredited based on the processes and procedures of the Accreditation Body. Consult the AB for information on their accreditation process and requirements.

19. **Question:** Do you plan on setting up a forum for laboratories seeking clarification of DoD ELAP requirements?

**EDQW Response:** Laboratories having questions on the Gray Boxes can submit them to the EDQW Laboratory Oversight Subgroup (LOS) through [Edward.Hartzog@navy.mil](mailto:Edward.Hartzog@navy.mil). The questions and answers will be posted on [www.navylabs.navy.mil](http://www.navylabs.navy.mil) and on DENIX. Laboratories having questions related to a finding written by an AB must go through the AB for resolution.

20. **Question:** Are there plans to extend the DoD ELAP to compliance-testing laboratories?

**EDQW Response:** There are no current plans to require DoD ELAP accreditation of laboratories providing testing in support of compliance programs.

21. **Question:** How will you handle the accreditation of non-standard methods?

**EDQW Response:** These will be handled like performance-based methods, where methods will be assessed to Measurement Performance Criteria (MPCs).

22. **Question:** How will the EDQW resolve differences between state certification requirements and DoD QSM requirements?

**EDQW Response:** Laboratories are required to meet any state or local regulations. For Environmental Restoration projects, the laboratory must also be DoD-ELAP accredited. When performing analyses for a specific project, the lab must meet relevant requirements for that project.

23. **Question:** Will the DoD ELAP address radiological testing?

**EDQW Response:** If radiological testing is required for ER programs, then DoD ELAP will accredit to it.

24. **Question:** Will ABs accredit to method or analyte?

**EDQW Response:** Analyte.

25. **Question:** Will labs be accredited to specific versions of SW-846 Methods?

**EDQW Response:** Yes. (Note: This response was changed because of the AB's ILAC requirements.)

26. **Question:** What requirements apply to the AB's use of subcontractors?

**EDQW Response:** The ABs are required to notify EDQW regarding the use of subcontractors. Subcontractors must be trained according to requirements contained in the AB's training plan. The ABs are responsible for the conduct of their subcontractors.

27. **Question:** In the event the ABs are not able to accredit all applicants by 1 October 2009, what other options are available for using a specific laboratory?

**EDQW Response:** Components may accept another Component's approval of a laboratory for testing within the laboratory's approved scope. If no laboratories are Component approved or DoD ELAP accredited for the testing required, the EDQW should be contacted for assistance. If for other reasons, approval of a specific laboratory that is not DoD ELAP accredited or Component approved is required, the EDQW should be contacted for assistance.

28. **Question:** If a laboratory has the necessary State certification for a specific method, does it still need DoD ELAP accreditation?

**EDQW Response:** Yes. Laboratories must meet all state and local requirements; however the laboratory also must have DoD ELAP accreditation if performing work for ER programs.

29. **Question:** Is the declaration of conformance contained in the procurement policy still required for laboratories accredited under the DoD ELAP?

**EDQW Response:** No. Laboratory accreditation under DoD ELAP will satisfy the self-declaration requirement. Laboratories performing work for other DoD

environmental programs, however, must continue to meet requirements contained in the DoD Procurement Policy, including completing the declaration.

30. **Question:** How will DoD want assessors and ABs to evaluate PT results? For example, how many analytes can fail for a method before the method itself is considered a failure? Has DoD selected acceptable PT providers and given this information to the ABs?

**EDQW Response:** ABs and assessors should follow the NELAC PT requirements. NELAC approved PT providers are to be used.

31. **Question:** Is the AB required to review each SOP and LOD/LOQ verification for each method and analyte in the scope? If so, do ALL SOPs need to be reviewed during an on-site assessment or only areas (technologies)? (For example, HPLC, GC, ICP, etc.)

**EDQW Response:** DoD ELAP accreditations will be performed by AB's using their assessment and accreditation procedures. However, all methods that are part of the laboratory's scope of accreditation must be reviewed either on-site or prior to the on-site. This review should include the applicable SOPs and associated performance data such as PT studies, LOD and LOQ, and in-house control limits. At a minimum, on-site assessments must include a representative sampling of the methods to ensure that all technologies are assessed.

32. **Question:** What does an assessor do if method requirements conflict with project or Table F requirements?

**EDQW Response:** The QSM states, "If there is a contradiction between the method and the following tables, the requirements specified in the tables shall be followed unless project-specific or regulatory approval is required."

33. **Question:** What about safety issues in the lab, will DoD ELAP assessors be expected to write up OSHA type deficiencies?

**EDQW Response:** The DOD ELAP does not address OSHA requirements. AB's will decide whether these will be addressed or not during the assessments.

34. **Question:** What do assessors do if the Table F requirements contradict the QSM itself? For example, Gray Box 33 allows single point calibration for metals, as does Table F-7 & F-8. However, Gray Box 34 requires all inorganics to have a minimum of 3 calibration points and requires all 'reported target analytes' be generated from a multipoint curve.

**EDQW Response:** This is not considered a contradiction; the QSM states that these requirements apply unless otherwise stated in the method.

35. **Question:** NELAC 5.10.2.m requires reporting results that meet all requirements of NELAC, specifically with regard to NELAC markings/logos.. Do these requirements apply to DoD ELAP accreditation?

**EDQW Response:** No. Laboratories accredited under the DoD ELAP must meet the requirements of the DoD QSM. NELAC markings/logos are not required.

36. **Question:** Are Mobile Laboratories required to be accredited under DoD ELAP?

**EDQW Response:** Yes

37. **Question:** What are Mobile Laboratories?

**EDQW Response:** Mobile Laboratory: Fully equipped, self-contained, transportable testing or calibration laboratory capable of performing tests or calibrations under controlled environmental conditions. All mobile laboratories producing definitive data must be identified on the application paperwork, be assessed as part of the permanent laboratory assessment, and be identified on the laboratory's scope of accreditation.

38. **Question:** Are assessors required to be American citizens?

**EDQW Response:** No. The DoD ELAP does not require assessors to be American citizens. However, the AB shall contact the laboratory prior to the assessment to ensure that the use of a non-US citizen as an assessor does not violate any security or classification restrictions on the work that the laboratory is performing.

39. **Question:** Does the DoD ELAP program require high res. dioxin by 8290A and other high res. methods to be accredited?

**EDQW Response:** Yes, if the work produces definitive data in support of the restoration program.

40. **Question:** Does the DoD ELAP program require the accreditation of toxicology laboratories?

**EDQW Response:** Yes, if the work produces definitive data in support of the restoration program.

41. **Question:** If a laboratory requests accreditation for methods they have just started bringing online and no customer samples have been run, can these methods be accredited?

**EDQW Response:** A laboratory does not need to have run samples prior to accreditation for specific methods. However, they must have the supporting documentation to allow proper evaluation by the AB.

