SUPPLEMENTAL ACCREDITATION REQUIREMENTS:
DOD ENVIRONMENTAL LABORATORY ACCREDITATION PROGRAM (ELAP)

AUTHORITY: VICE PRESIDENT
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INTRODUCTION

The ANSI National Accreditation Board (ANAB) is recognized by the U.S. Department of Defense Environmental Laboratory Accreditation Program (DoD ELAP) to provide accreditation for laboratories performing analysis in support of environmental restoration work for the DoD.

The objectives of the ANAB DoD ELAP program are aligned with the objectives of the DoD accreditation program:

1. Promote interoperability among DoD components.
2. Promote fair and open competition among commercial laboratories.
3. Streamline the process for procuring environmental laboratory services.
4. Promote the collection of data of known and documented quality, suitable for their intended uses.

The purpose of this document is to establish specific program requirements as defined by ANAB.

REFERENCES

MA 2100, ANAB Accreditation Manual for Laboratory-Related Activities
AR 2250, ANAB Accreditation Requirements for ISO/IEC 17025 Testing Laboratories
ISO/IEC 17025:2005, General requirements for the competence of testing and calibration laboratories
TNI Standard - Environmental Laboratory Sector, Volume 1 – Management and Technical Requirements for Laboratories Performing Environmental Analysis, Sept 2009 (EL-V1-2011)
DoD Quality Systems Manual Version 5.1, 2017 (DoD QSM V5.1)

DEFINITIONS

All definitions in the documents referenced above apply.

1. SCOPE OF ACCREDITATION

1.1. ANAB PR 2350 shall be followed when submitting a draft scope of accreditation to ANAB.
1.2. Any scope changes require submission of the ANAB client notification form FM 2830.
1.3. No scope changes will be accepted during on-site assessment without prior ANAB notification and approval.

2. REQUIREMENTS

2.1. DoD Quality Systems Manual Version 5.1, 2017 (DoD QSM V5.1) requirements shall be followed.
3. CONFIDENTIALITY AND DISCLOSURE OF INFORMATION

3.1. All information gathered for the DoD ELAP is open for review by personnel identified by the DoD ELAP. The outcome of the accreditation, assessment report, nonconformances, and laboratory corrective action(s) are submitted to the DoD ELAP as required by the program criteria.

3.2. The laboratory must immediately disclose in writing to ANAB any instances of inappropriate and prohibited laboratory practices, as detailed in section 5.2.7 of the DoD QSM Version 5.1, discovered during any internal or external assessment or investigation, along with the applicable corrective action.

3.3. ANAB will notify the EDQW in writing of action that adversely affects the accreditation status of a laboratory accredited to DoD ELAP requirements.

4. COMPLAINTS AND APPEALS

4.1. All complaints and appeals shall be subject to ANAB procedures. Complaints and appeals related to DoD laboratories may require review and input from the DoD ELAP to ensure consistency of the program.

4.2. The laboratory must abide by the decisions of the EDQW on resolution of complaints and appeals related to DoD-specific requirements.

5. REQUIRED DOCUMENTATION

5.1. The following documentation at a minimum is required to be provided on request to ANAB for review to support each method and/or analyte for which the lab is seeking accreditation.

   a. Standard operating procedures
   b. Method validation results
   c. Technical justification for method modifications
   d. Mass calibration results (if applicable)
   e. LOD/LOQ demonstration
   f. PT results
   g. DOC results
   h. Standards traceability
   i. Laboratory control limits
   j. Data package
   k. Training records

6. ACKNOWLEDGMENTS

6.1. DQW or its authorized representative(s) have the authority to witness any assessments performed for compliance with the requirements of the DoD ELAP.
6.2. EDQW has the overall authority over any appeals, complaints, and disputes related to DoD-specific requirements.

6.3. Additional ANAB technical requirements may apply for specific fields of accreditation.

**REVISION HISTORY**

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<th>Revision Level</th>
<th>Revision Date</th>
<th>Description</th>
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