

**ENVIRONMENTAL LABORATORY APPROVAL PROGRAM  
CERTIFICATION MANUAL**

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### **Gaseous Cylinder Standards**

Gas standards used for calibration may be prepared in-house using manufacturer's certified pure standards. Pure standards must have the date and certified analysis data affixed to the cylinder.

If manufacturer's cylinder standards are used, they must be certified with maximum shelf life, date of preparation and concentration.

Cylinder gasses used as external reference standards must be certified with date of preparation, concentration, maximum shelf life and independent analysis data.

### **Filters for Fibers in Air**

Each lab must check every lot of filters for background prior to use. The manufacturer's certification is acceptable in lieu of laboratory blanks.

One filter should be selected as a laboratory blank for every twenty-five filters in the lot. A total of 100 fields per lot of filters should be checked for background. The entire lot of filters should be rejected if the background exceeds 5 fibers/100 fields.

**Record:** Date, lot number, manufacturer, background count, disposition of lot, analyst's initials in a bound notebook.

### **Sample Storage**

The laboratory must either return the PCM sample cassettes with filters to the client after analysis or store the PCM sample cassettes with filters for a minimum of 60 days after the written report is submitted to the client.

Do not remove filter from cassette for storage in glazine envelopes.

### **Sample Shipment**

**Ship bulk samples in a separate container from air samples. Bulk samples and air samples delivered to the analytical laboratory in the same container shall be rejected. Refer to 40 CFR 763, Appendix A, III, C.**

**Record: Date of rejection, initials of staff rejecting sample, and comment on sample receipt form / chain-of-custody.**