



FY 2014 Drinking Water Microbiology Laboratory Certification Application

*Environmental Health Laboratory
5251 Dr. Martin Luther King Jr., Avenue, Anchorage, AK 99507*

NOTE: This application is for the fiscal year **FY 2014** drinking water laboratory certification for microbiological contaminants during the period of July 1, 2013 through June 30, 2014. Completed applications do not automatically guarantee certification for drinking water analysis. This department will determine the certification status of a laboratory after final review of all submitted information. **All supporting documentation and ALL FEES (Base + Method) must be received before certification will be considered. The lab is responsible for correct fee payment (PLEASE CALL IF YOU HAVE QUESTIONS BEFORE MAKING YOUR PAYMENT).**

General Information

Laboratory Name		AK- Lab Certification #	
Mailing Address	City	State	Zip
Physical Address	City	State	Zip
Primary Lab Contact		Primary Contact EMAIL	
Primary Lab Contact Title		Primary Contact PHONE	Primary Contact FAX
Laboratory Manager	E-mail Address	Phone	

Laboratory Fees

The following fees for certification of a laboratory analyzing drinking water for bacteriological contaminants are assigned in State of Alaska Drinking Water Regulations 18 AAC 80.1110, effective July 25, 2010:

BASE FEE Certification of a laboratory for microbiology: \$150
METHOD CERTIFICATION FEES (see fees below; verify invoice is accurate)

Please include with your completed application a check or money order made payable to the **State of Alaska** for the total Base fee/Method fee, or copy of your "paid in full" invoice. All fees assessed are non-refundable if the department does not certify or recertify the laboratory requesting the departmental services. *Please include on the check your Laboratory Certification Number in order to process your funds properly.*

***For assistance with credit card payment, please contact our
EHL Office Assistant, at (907) 375-8200.***

Methods of Analysis Certification Fees

Please select from the following list those methods for which you would like to be certified. All laboratories must be certified for at least one (1) total coliform and one (1) fecal coliform/or *E. coli* method. Laboratories must follow EPA-approved applications for each method. **Please note each Method group has multiple analytes; if you have questions, please contact the Certification Officer. All methods include confirmation steps.**

MICRO I Methods (\$126 per box checked)

TOTAL COLIFORM / *E. coli*

- Colilert® (SM 9223 B) and/or Colilert® Quanti-Tray® and/or Colilert-18® (SM 9223 B) and/or Colilert-18® Quanti-Tray® (*Circle all that apply*)
- Colisure™ (SM 9223 B)
- Colitag®
- ReadyCult®

HETEROTROPHIC COUNT

- SimPlate® (SM 9215 E)

ENTEROCOCCI

- Enterolert® (ASTM D6503-99)

MICRO III Methods (\$441 per box checked)

TOTAL COLIFORM and/or FECAL COLIFORM

- mEndo Broth (SM 9222 B) → LTB/EC/BGB (SM9221 B/E) *includes confirmations*

TOTAL COLIFORM / *E. coli*

- m-ColiBlue24® (approved by EPA)
- mEndo Broth (SM 9222 B) → NA-MUG (SM 9222 G)

***E. coli* only (LT2)**

- mEndo Broth (SM 9222 B) → NA-MUG (SM 9222 G)
- mFC (SM 9222 D) → NA-MUG (SM 9222 G)

FECAL COLIFORM only

- mFC (SM 9222 D)

COMING SOON: EPA methods 1623/1623.1 for Cryptosporidium and Giardia

MICRO II Methods (\$410 per box checked)

TOTAL COLIFORM and/or FECAL COLIFORM

- Clark's Presence-Absence (P/A) Broth (SM 9221 D/SM 9221 E) *includes confirmations*
- LTB/BGB/EC Broth (SM 9221 B/SM 9221 E)

HETEROTROPHIC COUNT

- Pour Plate Method (SM 9215 B)

Laboratory Information

- | | |
|-------------------------------------|--|
| <input type="checkbox"/> Federal | <input type="checkbox"/> Seasonal _____(operational dates) |
| <input type="checkbox"/> Municipal | <input type="checkbox"/> Public Health |
| <input type="checkbox"/> Commercial | <input type="checkbox"/> Other (please specify) _____ |

SAMPLES TO BE PROCESSED

Please select from the following options the compliance samples your laboratory analyzes or would like to analyze:

- | | |
|---|---|
| <input type="checkbox"/> PWS TCR Distribution Water | <input type="checkbox"/> Pools & Spa Water - Treated |
| <input type="checkbox"/> PWS GWR Source Water | <input type="checkbox"/> Recreational Water – Surface Water |
| <input type="checkbox"/> PWS SWTR Source Water | <input type="checkbox"/> Recreational Water - Marine |
| <input type="checkbox"/> PWS LT2 Source Water | <input type="checkbox"/> Other (please specify) _____ |

Technical Information

LABORATORY QUALITY ASSURANCE PLAN (QAP)

- Laboratory must submit a *current* written Quality Assurance Plan (QAP) **on an ANNUAL basis** following the guidelines established in Chapter III *The Manual for the Certification of Laboratories Analyzing Drinking Water*, 5th Edition, January 2005 EPA 815-R-05-004. If the lab is analyzing compliance samples for LT2, applicable components of the Microbial Laboratory Guidance Manual for the Final Long Term 2 Enhanced Surface Water Treatment Rule, February 2006 EPA 815-R06-006m must be included. A copy of these manuals may be obtained by going to the EPA web site at <http://www.epa.gov/safewater/labcert/labindex.html>.

STANDARD OPERATING PROCEDURES (SOP)

- Standard Operating Procedures (SOP) for each method must be submitted **annually**. Guidance on writing an SOP can be obtained from the EPA web site at <http://www.epa.gov/quality/qs-docs/g6-final.pdf>. All NEW methods for which the lab is seeking approval must be submitted with supporting SOP documentation.

Performance Evaluation Results

PERFORMANCE EVALUTION DATA

- To be certified for a specific method, a laboratory is required to successfully analyze a Performance Evaluation (PE) or Proficiency Test (PT) sample set obtained from an approved Proficiency Testing (PT) Provider. To obtain a list of EPA approved PT providers contact this office at (907) 375-8200. A laboratory may be certified for more than one method upon successful completion of a single set of PT samples. Please refer to Chapter V, Section 7, of the current EPA Laboratory Certification Manual for details.
Proficiency in enumerative methods must be tested with an enumerative PT.
- Laboratories seeking certification RENEWAL must provide copy of **current** (i.e. PT study *CLOSE DATE* less than twelve months old) satisfactory PT results for each method before the May 30th deadline.

Applicant Signature

By signing this document you attest that the information contained within is truthful and represents the laboratory operations as best known to you.

Printed Name of Legal Representative

Title

Signature of Legal Representative

Date

**NOTE: Renewal packets and TOTAL invoice fees
are due no later than May 30th.
The lab is responsible for correcting invoice fees
if changes in methods are required.**

Method additions may be made at any time during the year and will only be charged the applicable method fee (no additional Base fee).

Please make sure you include all the required information when submitting your application

- **Application** form, fully completed
- **Copy of current PT results for each method**
- Copy of laboratory's **Quality Assurance Plan**, reviewed annually
- Copies of current **Standard Operating Procedures**
- **FY14 Personnel Status Survey** form fully completed
- **Fee Payment** made out to the State of Alaska if paying by check or money order, or Paid in Full Receipt
- **You may use credit card for payment; contact the EH Lab at 907-375-8200.**

Mail or email completed forms and fees to:

State of Alaska
Attn: Certification Officer
Environmental Health Laboratory
5251 Dr. Martin Luther King Jr. Avenue
Anchorage, AK 99507

If you have any questions please contact:

Environmental Health Laboratory
Drinking Water Microbiology Certification Officer
Phone: (907) 375-8200
Fax: (907) 929-7335
E-mail declabcert@alaska.gov