EPA CONTRACT LABORATORY PROGRAM STATEMENT OF WORK FOR HIGH RESOLUTION SUPERFUND METHODS

Multi-Media, Multi-Concentration

HRSM02.1

November 2020

This document updates the EPA's Contract Laboratory Program's (CLP's) Statement of Work (SOW) for High Resolution Superfund Methods from HRSM02.0 to HRSM02.1. The revisions identified in this document shall be used in conjunction with the HRSM02.0 SOW. Upon implementation of this document, all HRSM02.0 references shall be updated to HRSM02.1.

Exhibit, Section(s)	**Revisions**
All Exhibits, Sections (wherever applicable)	All references to the following terms have been revised: 1. REPLACE: "EPA Regional CLP COR" WITH: "CLP Regional Representative" 2. REPLACE: "ASB CLP COR" WITH: "CLP COR" 3. REPLACE: "OAM CO" WITH: "CLP CO"
Exhibit A, Section 5.4.4.3	The shipping container temperature monitoring requirements have been revised: "To determine the temperature of the shipping container, the Contractor shall locate the shipping container temperature indicator bottle in the sample shipping container, invert it several times, remove

Exhibit, Section(s)	Revisions
	the cap, and insert a calibrated [National Institute of Standards and Technology (NIST)-traceable] thermometer into the shipping container temperature indicator bottle. Prior to recording the temperature, the Contractor shall allow a minimum of 3 minutes, but not greater than 5 minutes, for the thermometer to equilibrate with the liquid in the bottle. BEGIN INSERTION Other devices [e.g., infrared (IR) thermometer, digital thermometers, thermocouples] which can measure temperature may be used. END INSERTION At a minimum, the thermometer used shall be capable of measuring and registering the temperature of the shipping container with an accuracy of ±1°C."
Exhibit B, Section 1.1, Table 1, Footnote 3	The Data Receipt Date (DRD) definition has been revised: REPLACE: "The delivery and timeliness of routine deliverables [hardcopy of CSF (if requested), PDF file of the CSF, and EDD] will be determined by the Data Receipt Date (DRD) of the SDG. The DRD is the date upon which the last of the routine deliverables was received by the designated recipient. If the deliverables are due on a Saturday, Sunday, or Federal holiday, then they shall be delivered on the next business day. Deliverables received after this time will be considered late." WITH: "The delivery and timeliness of routine deliverables (PDF file of the CSF, and EDD) will be determined by the Data Receipt Date (DRD) of the SDG. The DRD is the date upon which the last deliverable of the PDF file of the CSF and the EDD are received by the designated recipient. The EDD must pass initial assessment to be considered "delivered". If the deliverables are due on a Saturday, Sunday, or Federal holiday, then they shall be delivered on the next business day. Compliant deliverables received after this time will be considered late."
Exhibit B, Section 2.1	INSERT AS BULLET #5: "All reports and documentation in the Complete SDG File (CSF) hardcopy, which is to be delivered to the EPA Region only if specifically requested by the EPA Region at the time of sample scheduling, shall be double-sided."

Exhibit, Section(s)	Revisions
Exhibit B, Section 3.4.3.2.1	The language for Form 1B-HR (CDD/CDF Toxic Equivalent Summary) instructions has been revised: REPLACE: “Under column "Concentration", enter each positively identified CDD/CDF analyte. Otherwise, leave the field blank. Report 2,3,7,8-TCDD from DB-225 if detected.” WITH: “Under column "Concentration", enter each positively identified CDD/CDF analyte. Otherwise, leave the field blank. Report 2,3,7,8-TCDF from DB-225 if detected.”
Exhibit D – CBC, Section 10.6.2.1	The amount of internal standard to be added to the sample extract prior to analysis has been revised: REPLACE: “Add 1 µL of the appropriate internal standard (Section 7.8.2.4) to the sample extract for a maximum final volume of 20 µL immediately prior to injection to minimize the possibility of loss by evaporation, adsorption, or reaction.” WITH: “Add 10 µL of the appropriate internal standard (Section 7.8.2.4) to the sample extract for a maximum final volume of 20 µL immediately prior to injection to minimize the possibility of loss by evaporation, adsorption, or reaction.”
Exhibit D – CDD/CDF and CBC, Section 12.3.2	The requirements for Method Detection Limits (MDLs) determination have been revised: REPLACE: “To determine the MDLs, the Contractor shall perform MDL studies following the procedures in Title 40 of the Code of Federal Regulations (CFR), Part 136, Appendix B, Revision 2.” WITH: “To determine the MDLs, the Contractor shall perform MDL studies following the procedures in Title 40 of the Code of Federal Regulations (CFR), Part 136, Appendix B, Revision 2, with the exception of combining MDL data to assign one MDL for multiple instruments. MDLs are

Exhibit, Section(s)	Revisions
	required to be determined for each instrument analyzing samples for the EPA Contract Laboratory Program (CLP)."
Exhibit D – CBC, Section 17.0, Table 9	The Theoretical Ion Abundance Ratios and Quality Control Limits table has been revised: REPLACE: "QC Limit" WITH: "QC Limit[1]" AND INSERT FOOTNOTE 1: "[1]QC limits represent ±15% windows around the theoretical ion abundance ratios."
Exhibit E, Section 2.4	The Quality Management Plan (QMP) requirements have been revised: "The QMP shall document the following: the mission and quality policy of the organization; the specific roles, authorities, and responsibilities of management and staff with respect to QA and QC activities BEGIN INSERTION , including an organization chart END INSERTION ; the means by which effective communications with personnel actually performing the work are assured; the processes used to plan, implement, and assess the work performed; the process by which measures of effectiveness for QA and QC activities will be established and how frequently effectiveness will be measured; and the continual improvement based on lessons learned from previous experience."
Exhibit E, Sections 3.3.1 and 4.4.1	The Submission of the Quality Assurance Project Plan and the Standard Operating Procedures have been revised: REPLACE: "EPA CO" WITH: "Government"

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Exhibit F, Sections 6.1 and 6.3.1	References to the EPA Regional CLP COR as participant in on-site laboratory audits and recipient of related correspondence have been revised: REMOVE: "EPA Regional CLP COR"
Exhibit F, Section 4.2.6.2	The language for Proficiency Testing Audits has been revised as follows: "Acceptable, Response Explaining Deficiencies BEGIN INSERTION May Be END INSERTION Required: Score greater than or equal to 75, but less than 90. Deficiencies exist in the Contractor's performance. Corrective action response BEGIN INSERTION may be END INSERTION requested by EPA."
Exhibit H, Section 3.1.10	The AnalyteGroup Node requirements have been revised: REPLACE: "Each Analysis node under a SamplePlusMethod or AnalysisGroup node must contain one AnalyteGroup Node for each derived analyte calculated from that analysis only (not combining results across analyses). Do not report OCDD and OCDF as Homologues for CDD/CDF analysis, or decachlorobiphenyl as Homologue for CBC analysis." WITH: **"**There must be an AnalyteGroup node for each derived analyte. For derived analyte results calculated from a single analysis, the AnalyteGroup node for each derived analyte result must be under the Analysis node. For derived analyte results calculated from multiple analyses, the AnalyteGroup node for each derived analyte result must be

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	under an AnalysisGroup node. Do not report OCDD and OCDF as Homologues for CDD/CDF analysis, or decachlorobiphenyl as a Homologue for CBC analysis.”
Exhibit H, Section 3.1, Figure 1	The Data Node Hierarchy for Level 2a Deliverable has been revised: INSERT: NOTE – An Analyte node is not required under an AnalysisGroup node for deliverables generated under this Statement of Work (SOW).
Exhibit H, Section 5.3	The language has been revised: REPLACE: “The Contractor must follow the delivery instructions in Exhibit B – Reporting and Deliverables Requirements, of this Statement of Work (SOW), and deliver the EDD and Portable Document Format (PDF) of the Complete SDG File (CSF) to SMO concurrently. If one of these items is delivered on a later date, the Data Receipt Date (DRD) for the SDG will be the later of the two dates.” WITH: “The Contractor must follow the delivery instructions in Exhibit B – Reporting and Deliverables Requirements, of this Statement of Work (SOW), and deliver the EDD and Portable Document Format (PDF) of the Complete SDG File (CSF) to SMO concurrently. The DRD is the date upon which the last deliverable of the EDD and the PDF file of the CSF are received by SMO. The EDD must pass initial assessment to be considered “delivered”. If the deliverables are due on a Saturday, Sunday, or Federal holiday, then they shall be delivered on the next business day. Compliant deliverables received after this time will be considered late.”
Exhibit H, Section 7.1, Table 1	The instructions for AnalyteGroup/AnalyteGroupID data element associated with SamplePlusMethod node have been revised: “Report a unique identifier for each AnalyteGroup under an Analysis node BEGIN INSERTION and an AnalysisGroup node.” END INSERTION

Appendix, Table	Revisions
Appendix A, Table 1	The list of Codes for Labeling Data has been revised: INSERT BELOW **Sample** "CBC LCS/LCSD" and **Sample Number** "CLCS### and CLCSD###": 1. **Sample**: "Window Defining Mixture (WDM)" **Sample Number**: "WDM###" 2. **Sample**: "Isomer Specificity Check (ISC)" **Sample Number**: "ISC###"
Appendix B, Table 1	The table title has been revised: REPLACE: "PRELIMINARY RESULTS DATA DELIVERABLE" WITH: "METHOD DETECTION LIMIT STUDY DATA DELIVERABLE"
Appendix C, Table 1	The Instruction for Column "SampleShipDate" in the Sample Delivery Group (SDG) Traffic Report/Chain of Custody (TR/COC) Records Data Deliverable table has been revised: REPLACE: "Report the date and time the sample was shipped to the lab. Format as YYYYMMDDTHH:MM." WITH: "Report the date the sample was shipped to the laboratory. Format as YYYYMMDD."
Appendix C, Table 1	The Instruction for the Column "CollectionStartDate" in the Sample Delivery Group (SDG) Traffic Report/Chain of Custody (TR/COC) Records Data Deliverable has been revised: REPLACE: "Report the date and time this sample was collected or sample collection was started. Format as YYYYMMDDTHH:MM."

Appendix, Table	Revisions
	WITH: “Report the date this sample was collected or sample collection was started. Format as YYYYMMDD.”
Appendix C, Table 1	The Instruction for the Column ”CollectionEndDate” in the Sample Delivery Group (SDG) Traffic Report/Chain of Custody (TR/COC) Records Data Deliverable has been revised: REPLACE: “Report the date and time sample collection ended if provided. Otherwise leave blank. Format as YYYYMMDDTHH:MM.” WITH: “Report the date sample collection ended if provided. Otherwise, leave blank. Format as YYYYMMDD.”