

COMMONWEALTH OF PENNSYLVANIA DEPARTMENT OF ENVIRONMENTAL PROTECTION Bureau of Laboratories P.O. Box 1467 Harrisburg, PA 17105-1467

Telephone (717) 346-7200 FAX (717) 346-8590

APPLICATION FOR ENVIRONMENTAL LABORATORY ACCREDITATION PART 4 – Addition of Field of Accreditation (FOA)

NOTE 1: The Department will not process Add FOA applications that do not include a SOP and IDOC for each requested FOA. (Not required for Secondary NELAP applicants.) **Incomplete or inaccurate information will delay the processing of an application for accreditation and may result in denial of application.**

NOTE 2: Laboratories may choose to perform PT studies before or after the submission of the add FOA application form. The PT studies must meet all requirements of 25 Pa Code Chapter 252, § 252.501.

NOTE 3: Any Add FOA application that results in the expansion of the laboratory's accreditation requests beyond the Accreditation Categories paid in the most recent Application for Accreditation (Initial or Renewal) will require payment of the appropriate category fee in addition to the Addition of FOA Fee. The Add FOA fee is not required when Part 4—Add FOA applications are submitted with Part 1—Initial/Renewal Applications. Secondary NELAP applicants are assessed the \$250.00 Add FOA fee after the fifth (5th) Add FOA Application.

NOTE 4: Should the Department determine that a supplemental on-site assessment is required prior to a final determination of

	20.00. The Supplemental On-site Fee must be paid before the Department will schedule a supplemental on-site assessment.							
1.	Pennsylvania Laboratory ID:							
2. Laboratory Name:								
3 .	Requirements for a complete Add FOA Application for Primary NELAP & State Applicants: SOPs for all requested FOAs DOCs for all requested FOAs Completed Proficiency Testing Studies, as required by the FoPT Tables or provide the anticipated date of completion \$250.00 Addition of Field of Accreditation Fee (not required when submitted with a Part 1—Initial/Renewal Application) Fee for any new accreditation category associated with the Add FOA, as appropriate (see § 252.204) Requirements for a complete Add FOA Application for Secondary NELAP Applicants: Valid Scope of Accreditation from a NELAP Recognized Accreditation Body with requested FOAs highlighted or otherwise clearly identified Fee for any new accreditation category associated with the Add FOA, as appropriate (see § 252.204) \$250.00 Addition of Field of Accreditation Fee (fee waived for most Secondary NELAP applicants, see NOTE 3. Fee not required when submitted with a Part 1—Initial/Renewal application)							
5.	CERTIFICATION BY APPLICANT							
	As an authorized representative of the environmental laboratory, I hereby understand and acknowledge that the laboratory is required to be continually in compliance with the Commonwealth of Pennsylvania Department of Environmental Protection regulations, and the Environmental Laboratory Accreditation Act, Act of June 9, 2002, P.L. 596, No. 90, 27 Pa. C.S. §§ 4101-4113 and is subject to the enforcement and penalty provisions of the Commonwealth of Pennsylvania.							
	Name of Laboratory Representative (however named) Signature of Laboratory Representative (however named) Date							

6. Additional Field(s) of Accreditation (include additional sheets as necessary):

Matrix(ces)	Method & Rev#	Analyte	CAS#	SOP*	IDOC*	PT*
			+			

^{*} Leave these columns blank. For Department Use Only.