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Subject: re-revised appendix on ECA incin testing QAPP required content

Colleagues -

David Menotti has reviewed the QAPP content appendix (now Appendix F) that I sent out on Monday February 23, and based on his thoughtful review, I have made a few upgrades/clarifications to the table.

Attached is the revised table.

(See attached file: App F QAPP Content draft 2-27-04-revised.pdf)

Please discard the Feb. 23 version.

If there are any questions, I would be glad to review them during the Feb. 25 drafting committee call.

Thank you very much.

Best Regards,

Robert Giraud

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App F QAPP Content draft 2-27-04-revised

APPENDIX F**ECA INCINERATION TESTING QUALITY ASSURANCE PROJECT PLAN (QAPP):
REQUIRED CONTENT**

EPA QA/R-5 QAPP Guidance Element	Required Content of QAPP(s) for ECA Incineration Testing
A: PROJECT MANAGEMENT	
A1 Title and Approval Sheet	to be included in QAPP
A2 Table of Contents	to be included in QAPP
A3 Distribution List	to be included in QAPP
A4 Project/Task Organization	to be included in QAPP
A5 Problem Definition/ Background	to be satisfied by cross-reference to ECA (Parts I, IV) and Appendix A, C.1, or C.2, as applicable
A6 Project/Task Description	see element A5
A7 Quality Objectives and Criteria	to be satisfied by cross-reference to Appendix A, C.1, or C.2 (as applicable) and to Appendix D.2 and/or D.3, as applicable
A8 Special Training/ Certifications	for facilities subject to GLP (40 CFR Part 792) under this ECA, QAPP shall state that this element is satisfied by compliance with applicable GLP requirements; for compositing facilities, to be to be satisfied by providing a statement of the qualifications for each such facility
A9 Documentation and Records	to be satisfied by cross-reference to ECA Part XIV and Appendix E
B: DATA GENERATION AND ACQUISITION	
B1 Sampling Process Design (Experimental Design)	see element A5
B2 Sampling Methods	to be satisfied by cross-reference to Appendix C.1 or C.2 (as applicable) and to Appendix D.1
B3 Sample Handling and Custody	to be included in QAPP consistent with Appendix A
B4 Analytical Methods	to be satisfied by cross-reference to analytical

	method descriptions in Appendices C.2, D.2, and D.3, as applicable
B5 Quality Control	to be satisfied by cross-reference to QC provisions (e.g., blanks) in Appendices A, C.1, C.2, D.2, and D.3, as applicable
B6 Instrument/Equipment Testing, Inspection, and Maintenance	to be included in QAPP in summary form for chemical analysis equipment for the analytical methods for element B4 above
B7 Instrument/Equipment Calibration and Frequency	to be included in QAPP in summary form for chemical analysis equipment for the analytical methods for element B4 above
B8 Inspection/Acceptance of Supplies and Consumables	for facilities subject to GLP (40 CFR Part 792) under this ECA, QAPP shall state that this element is satisfied by compliance with applicable GLP requirements; not applicable to other facilities
B9 Non-direct Measurements	to be satisfied by cross-reference to Appendix C.2.2
B10 Data Management	for facilities subject to GLP (40 CFR Part 792) under this ECA, QAPP shall state that this element is satisfied by compliance with applicable GLP requirements; for compositing facilities, to be to be satisfied by cross-reference to Appendix A.4
C: ASSESSMENT AND OVERSIGHT	
C1 Assessments and Response Actions	for facilities subject to GLP (40 CFR Part 792) under this ECA, QAPP shall state that this element is satisfied by compliance with applicable GLP

	requirements; for other facilities, to be included in QAPP
C2 Reports to Management	for facilities subject to GLP (40 CFR Part 792) under this ECA, QAPP shall state that this element is satisfied by compliance with applicable GLP requirements; for other facilities, to be included in QAPP
D: DATA VALIDATION AND USABILITY	
D1 Data Review, Verification, and Validation	to be satisfied by cross-reference to Appendix A, C.1, or C.2 (as applicable) and to Appendix D.2 and/or D.3, as applicable
D2 Verification and Validation Methods	for facilities subject to GLP (40 CFR Part 792) under this ECA, QAPP shall state that this element is satisfied by compliance with applicable GLP requirements; for other facilities, to be included in QAPP consistent with Appendices A, C.1, C.2, D.2, D.3 as applicable
D3 Reconciliation with User Requirements	to be satisfied by cross-reference to Appendices C.2.5.5 and E.2, as applicable