

SAND2013-7415P

# Updates to the FRMAC Laboratory Analysis Manual and Training

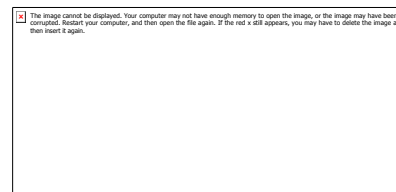
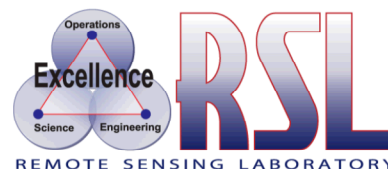
**Sonoya T. Shanks**

**Laboratory Analysis Working Group**

**Sandia National Laboratories**

SAND-2013-TBD

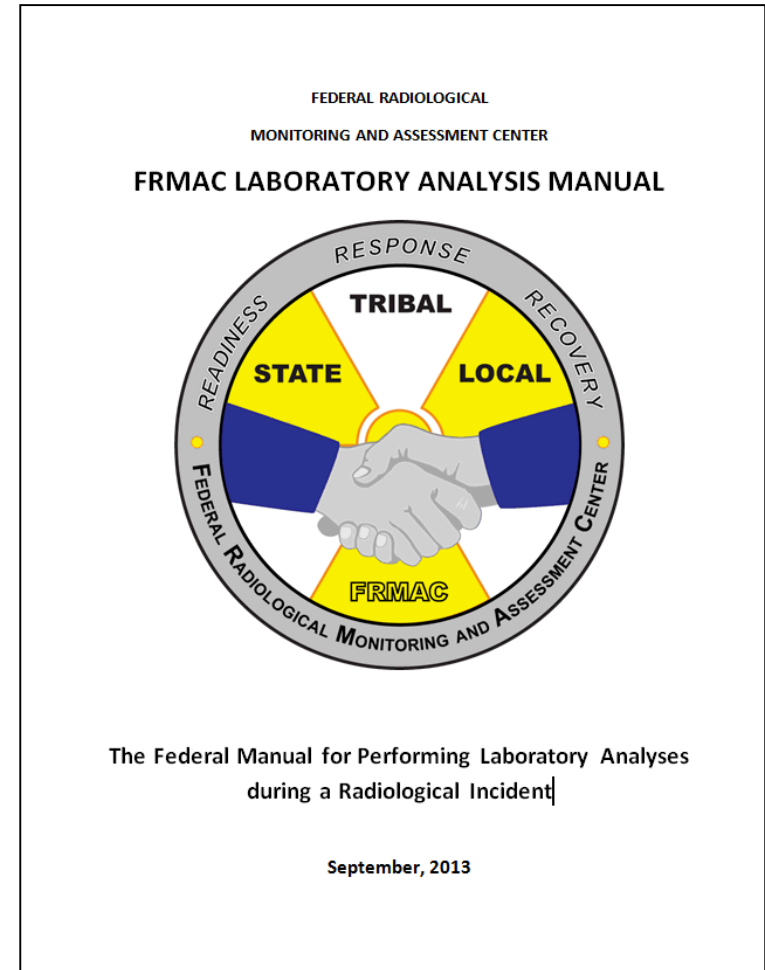
Sandia National Laboratories is a multi-program laboratory managed and operated by Sandia Corporation, a wholly owned subsidiary of Lockheed Martin Corporation, for the U.S. Department of Energy's National Nuclear Security Administration under contract DE-AC04-94AL85000.



# Manual Updates Sections 1 and 2



- Introduction (1)
- Laboratory Analysis Division and Operations (2)
  - Minor modifications
    - Verbiage changes from Group to Division

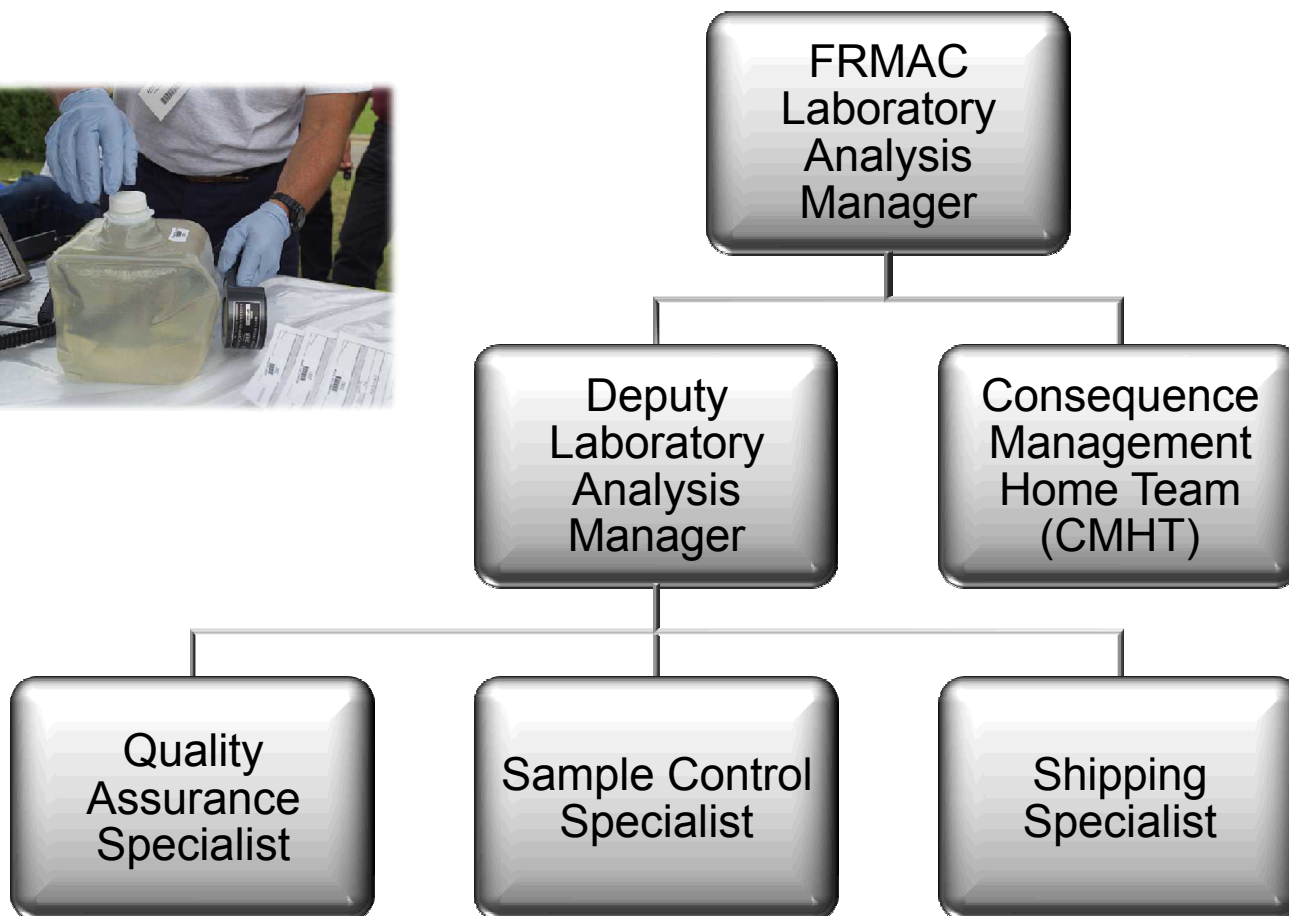




# Manual Updates

## Section 3:

### Responsibilities

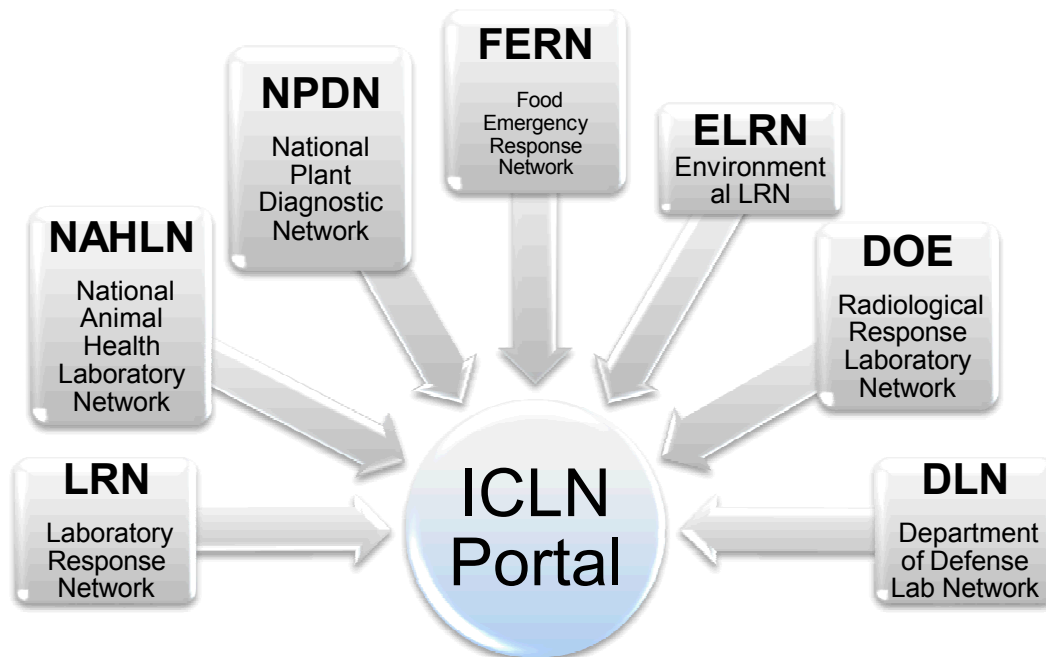


# Manual Updates

## Section 4



- Laboratory Selection Methods and Procedures (4)
  - Added additional laboratory resources
    - Integrated Consortium of Laboratory Networks (ICLN)
      - Comprised of laboratory networks from all federal





# Manual Updates

## Section 5

### Major Modifications

- Sample Control Process and Procedures (5)
  - Incorporated Electronic Process Developed in the Radiological Assessment and Monitoring System (RAMS)
  - Developed a backup paper process in the event RAMS is unavailable
  - Developed an integrated paper process and electronic process



# Manual Updates Sections 6 & 7



- Laboratory Data Quality Control (6)
- Minor Changes Logistical Requirements (7)
  - Added more detail

**Job ARI - Analysis Request Forms (ARFs)**

**Logging on the RAMS v.3**

1. Go the FPMAC website: <https://fpmac.scm.doe.gov>
2. Select the appropriate Group, and type in your user name and password.
3. Select [here](#) from the web page.
4. Select the event underneath the FPMAC Logo as shown below.

**Adding SCFs to an ARF**

1. Under the tab [Samples](#), select [Analysis Request Form](#).
2. Select [New](#).
3. Assign the ARF to AREF #. The ARF # is obtained from the Hardbound ARF Logbook.
4. Select your laboratory, the (Laboratory POC Information) should auto populate. (Make changes if necessary)
5. In (Sample Name/Comments/Additional Information), type any hazards pertaining to the samples as a whole.
6. For (Samples submitted are associated with a signed S.O.W.), if instructed place a checkmark and add any comments below.
7. If instructed to, place a checkmark in the (Analysis entered here agree with the S.O.W.)
8. Scan, or type, the sample #'s for all the samples that are to be attached to the ARF.
9. Alternatively, you may click [Attach](#) to be given a list of all samples for the event with a sample type filter. Place a checkmark in for the samples you wish to attach to the ARF and then click [Attach](#).
10. A warning may appear advising that the sample's date/date exceeds the maximum contact duration for the laboratory or that the SCF is already attached to another ARF. If this is unexpected, contact the deputy laboratory analysis manager.

NOTE: If you have the website address, you can go to the Home Page of the top left of the screen and to the application area.

**Federal Radiological Monitoring and Assessment Center**  
**Laboratory Analysis Instructions for samples submitted during an emergency response**

**Hazard Identification and Safety Considerations**

The laboratory may receive samples containing known, suspected, or unknown amounts of chemical, radioactive, and/or biological hazardous constituents. The laboratory shall be aware of the potential hazards associated with the handling and analysis of these samples. The laboratory shall have a documented health and safety plan which includes procedures consistent with Title 20 Code of Federal Regulations (CFR) parts 20 and 29, and 29 CFR part 1910.120. While the FPMAC will provide available hazards information to the laboratory, it is the laboratory's responsibility to take all necessary precautions to ensure the safety and health of its employees.

**Analytical Request Form**

An Analytical Request Form (ARF) has been submitted with a collection of samples to your laboratory. This ARF serves as the official chain-of-custody and should reflect your laboratory's possession for the group of samples. The ARF contains information regarding the submitted samples and the analysis requested. If you are an outside laboratory your POC will be the Deputy Laboratory Analysis Manager. The Sample Information section at the top of the form includes any information that pertains to the samples as a whole. The ARF contains a table to assign an alternate ID to any samples using an internal identification system there must be a key listing the FPMAC Sample ID, to the laboratory ID, that is submitted with the results. This documentation shall be included in the electronic and the hardcopy results. The submission, when applicable, decay correct, all results to the Sample Date/Time. The volume(s)/weight(s) listed on the ARF for samples shall be the total of all samples. The volume(s)/weight(s) listed on the ARF should not be used as the sample amount. If this field is blank, the sample has not been treated in any way. The Contact Dose Rate is the result of a gamma survey measurement that is specific to the sample alone. The sample must be sealed in a container that is appropriate for the sample. The sample must be sealed in a container that is appropriate for the sample. The sample must be sealed in a container that is appropriate for the sample.

**Sample Batching Requirements**

Samples submitted under a single ARF may be grouped in multiple analytical batches. However, a single batch must not contain samples from multiple ARFs. Batches should contain only FPMAC samples and any laboratory quality control samples (laboratory control sample, Method Blank, Matrix Blank, etc.) that are applicable to the sample preparation and analysis method used.

# Manual Updates Appendices



## 2 Appendices → 8 Appendices

- Detailed Position Description & Training
- Data Quality Objectives
  - Assessment DRL → AAL → Lc
- Electronic Data Deliverable (EDD)
- RAMS Operations
- Added Forms
  - Data Verification Review Form
  - Analysis Request Form
  - Initial Laboratory Questionnaire
  - Non Conformance Form



# FRMAC Laboratory Analysis Training



## Former Training

- Sample Control Training
- Sample Control Training - Advanced

## Current Training

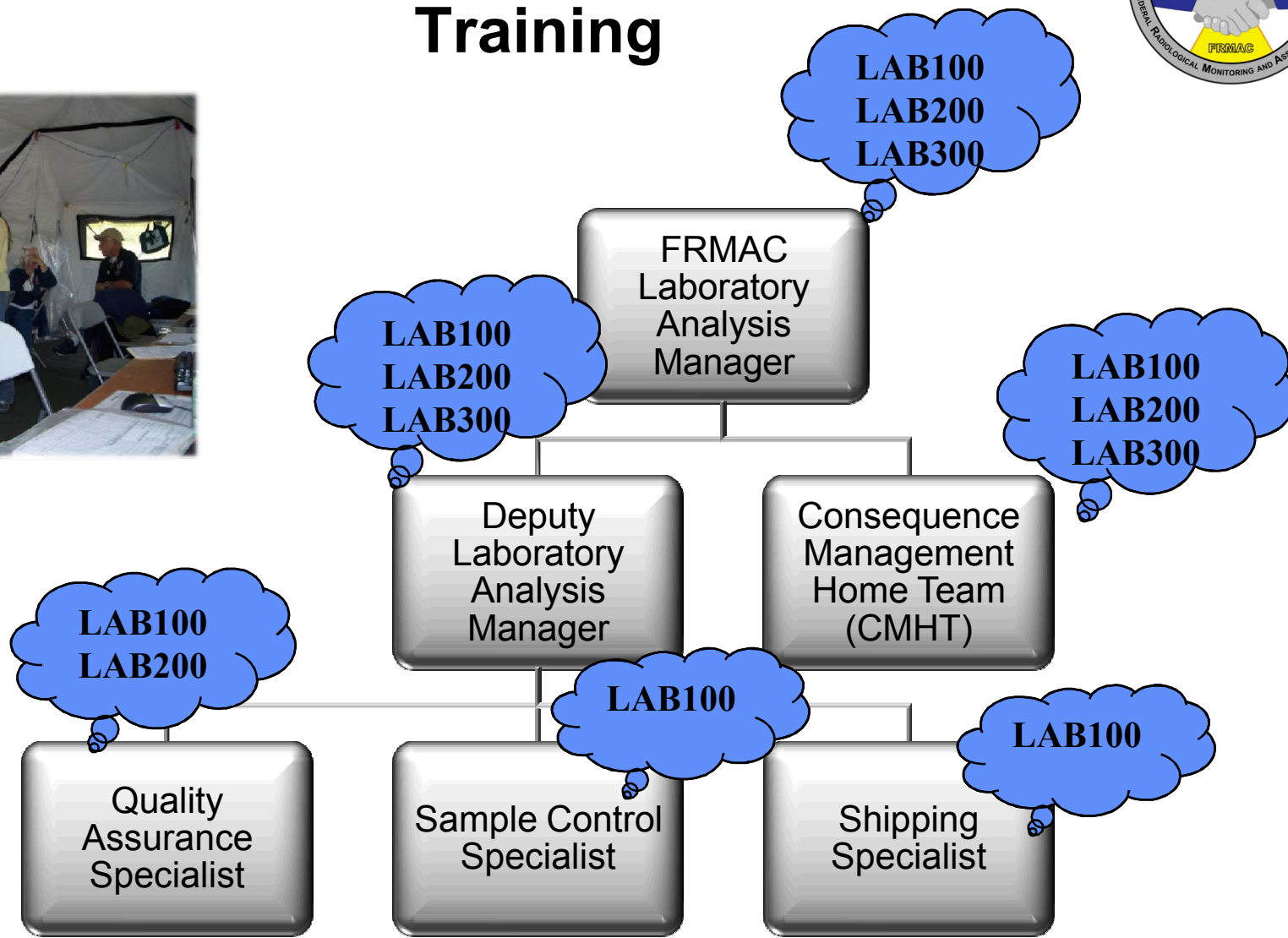
- **LAB100** – Laboratory Sample Control Training
- **LAB200** – Laboratory Operations Training
- **LAB300** – Laboratory Manager Training

*Training is now more job function/task focused to compliment position descriptions*





# Training





# Current Status of the Manual and Training Modules

- FRMAC Laboratory Analysis Manual is awaiting concurrence from the LAWG
  - After concurrence the manual will be ready for signatures
- Training modules are being updated to reflect:
  - RAMS V4.1 features due for release in September 2013
  - Will be provided at next FRMAC Capstone scheduled for March 2013

<http://www.nv.doe.gov/nationalsecurity/homelandsecurity/frmac>

# The End - Questions?

[illegible]