

ATTACHMENT 4

Checklist for Submitting Application Information and Documentation for ERLN Membership

Date Submitted:

Laboratory Name:

Laboratory Address:

Application Completed By:

Type of Laboratory (circle one) **Sentinel** **Reference** **Confirmatory**

Base Capabilities (circle all the apply)

Toxic Industrial Chemicals **Biological** **Radiochemical** **Mixed Waste**
Chemical Warfare Agents

This checklist is to be completed by the laboratory to assure all necessary information is provided to properly process the ERLN application.

<u>YES</u>	<u>NO</u>	<u>NA</u>	<u>APPLICATION COMPONENTS</u>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Completed Application
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Acknowledgment of Laboratory Responsibilities (check all checkboxes and sign/date designated line)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Completed Attachment 5, Reviewing Quality Management System checklist (if applicable)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Performed review of application
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Provided requested documentation (i.e., documentation of accreditation qualifications; certificate(s) from accrediting authority; license(s) held by laboratory, etc.)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Register/update laboratory information in EPA Compendium of Environmental Testing Laboratories (print or save and provide copy of laboratory "Submission Summary" record.)

NOTES:
