7 METHODOLOGY

7.1 Methods used by the Analytical Support Branch are guided by data quality objectives of specific projects and by program requirements. A "method tracker" has been developed within the Region 4 Laboratory Information Management System (R4LIMS) to maintain control and documentation of the techniques that may be required for a specific analytical need. Each method as described in the analytical SOPs has a corresponding method tracking number. method ID assigned by the QAO in the R4LIMS method tracking system This system is accessible to all ASB analysts and ESAT lab support personnel in R4LIMS under the "Analytical" drop-down menu as "Method Tracking".

7.2 Each time an analysis is performed, the appropriate method ID is assigned to analysis logs which establishes a definitive record of the technique used. Details on method applications, limitations, precision, and accuracy are found within the SOPs.

7.3 Reporting units and minimum quantitation limit tables for routine target analytes analyzed by ASB are maintained on the Region 4 SESD's local network drive (K: drive). The metals, classical/nutrients, volatiles, semivolatiles, and pesticides/PCBs MQL tables are located at K:\ASB\Forms\Branch and in Appendix 1 thru 5 respectively of Chapter 7.