



DEPARTMENT OF THE NAVY

NAVAL SEA SYSTEMS COMMAND
1333 ISAAC HULL AVE SE
WASHINGTON NAVY YARD DC 20376-0001

IN REPLY TO:

5090
Ser 04XQ (LABS)/095
May 7, 2008

Ms. Sharyn Lawler
Mitkem Laboratories
175 Metro Center Blvd.
Warwick, Rhode Island 02886

Subj: COMPLETION LETTER REPORT, MITKEM LABORATORIES – WARWICK,
RHODE ISLAND

NAVSEA Laboratory Quality and Accreditation Office (LQAO) has concluded the assessment of Mitkem Laboratories located in Warwick, Rhode Island.

The assessment was intended as a general review of analytical capability to support remediation projects and the laboratory's ability to meet quality assurance requirements of the Navy Environmental Restoration (ER) program. The specific methods reviewed under the assessment are summarized in the attached table. This letter presents the outcome of our assessment documented in the following reports:


LQAO ltr 5090 Ser 04XQ(LABS)/063 of 11 March 08
LQAO ltr 5090 Ser 04XQ(LABS)/073 of 28 March 08
LQAO ltr 5090 Ser 04XQ(LABS)/094 of 7 May 08

- **Desk Assessment:** A review of laboratory supplied documentation was conducted. Documentation included the laboratory's quality assurance (QA) manual, selected standard operating procedures (SOPs) and SOP master list, list of major analytical instrumentation, and historical PT information. The documentation was reflective of a laboratory that was in a position to meet Navy requirements; however findings that required resolution were identified.
- **Proficiency Testing (PT) Samples:** Mitkem Laboratories participates in a number of external certification and PT programs, and provided results for the past two years. The laboratory has not provided documentation that demonstrates that they have successfully completed two PT samples for all analyses within the scope of the assessment. The laboratory did not pass the last two out of three PT samples for iron in water by Method 6010. The laboratory currently has an iron PT sample in house. It is requested that the iron PT results be forward for review once available.

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- **On-site Assessment:** Existing on-site assessment documentation was not available. The State of New Jersey Environmental Laboratory Accreditation Program (NJ ELAP) conducted an on-site assessment of the laboratory on June 12-16, 2006. NJ ELAP is a National Environmental Laboratory Accreditation Conference (NELAC) recognized accreditation body. The State of New Jersey accepted the corrective actions and accredited the laboratory effective expiring June 30, 2008. The nature of the findings did not raise a level of concern that would require a Navy follow-up on-site assessment. A NELAC audit is scheduled for summer 2008. It is requested that the NELAC report, corrective action report, and certificate be submitted once available.
- **Corrective Actions:** The Laboratory successfully remedied all of the Navy findings associated with the desk assessment with the exception of findings #9 and 20. It is requested that the PT results and NELAC reports be forwarded once available.

The laboratory has provided documentation that demonstrates their capability to support environmental restoration projects (for the tests reviewed under this assessment, and summarized in the following table), and conformance to the DoD Quality Systems Manual. If you have questions concerning your standing in the Navy ER QA Program, please contact Pati Moreno at (805)982-1659.

Sincerely,

E. B. HARTZOG, JR.
Director, Laboratory Quality
and Accreditation Office

Copy To: NFESC (P. Moreno, Code 413)

Mitkem Laboratories - Methods Reviewed
(including parameters and matrices)

METHOD	PARAMETER	MATRIX
9056/300 Series	Anions: Chloride, Fluoride, Sulfate, Nitrate, Nitrite, and Orthophosphate	Water
9012A	Cyanide	Water/Solid
1664A	Oil and Grease	Water
8260B	Analysis of Volatile Organic Compounds by GC/MS	Water/Solid
8270C	Analysis of Semivolatile Organic Compounds by GC/MS	Water/Solid
8082	Polychlorinated Biphenyls (PCBs) by Gas Chromatography	Water/Solid/Oil
8081A	Organochlorine Pesticides by Gas Chromatography	Water/Solid
6010B/7000A Series	TAL Metals: Aluminum, Antimony, Arsenic, Barium, Beryllium, Cadmium, Calcium, Chromium, Cobalt, Copper, Lead, Magnesium, Manganese, Mercury, Molybdenum, Nickel, Potassium, Selenium, Silver, Sodium, Thallium, Vanadium, and Zinc	Water/Solid
7196A	Hexavalent Chromium	Water/Solid
8015B	Gasoline Range Organics/Diesel Range Organics (GRO/DRO)	Water/Solid
8151B	Herbicides by Gas Chromatography	Water/Solid
8330	Analysis of Explosives by HPLC	Water/Solid