Commonwealth of Virginia
Department of General Services
Division of Consolidated Laboratory Services
Richmond, Virginia

Demonstration of Capability (DOC) Summary Report

This form is an optional tool that may be used to help the laboratory ensure that its records include all of the DOC information required by the regulation. ***For Chapter 46 DOC requirements****, refer to TNI 2009 V1M3 1.6.2 for asbestos testing; TNI 2009 V1M4 1.6.2 for chemical testing; TNI 2009 V1M5 1.6.2 for microbiological testing; TNI 2009 V1M6 1.6.2 for radiochemical testing; or TNI 2009 V1M7 1.6.2. for toxicity testing.* ***For Chapter 45 DOC requirements****, refer to 1 VAC 30-45-730 E-G.*

Laboratory name:			
Date(s) of analysis:			
Analyst(s) involved in preparation and/or analysis:			
Matrix: *(examples: aqueous, soil, air, solid, biological tissue)*			
Method(s) performed: *(examples: "EPA 150.1", "SM5210B-2011", or "EPA 1311 and EPA 6010B")*			
Laboratory SOP, including revision number:			
Analyte(s), measured parameters, or organisms: *(Corresponds with fields of certification as listed in the laboratory's VELAP application.)*			
All raw data necessary to reconstruct and validate the DOC analyses: ☐ Attached ☐ Location: _____ (*If not attached, specify location such as "Metals DOC notebook" or "H-drive DOC file 2016".)*			
Data evaluation* by laboratory: *(Review applicable regulation for specific requirements.)*	**Yes**	**No**	**N/A; comment**
The analyte(s) were diluted in a volume of clean quality system matrix sufficient to prepare four aliquots.			
For chemical testing, the four aliquots were prepared at the concentration specified [by method], or if unspecified, to a concentration of one to four times the limit of quantitation. Concentration: _____ LOQ: _____			
At least four aliquots were prepared and analyzed according to the method(s) above.			
Using all of the results, the mean recovery and standard deviations were calculated. *NOTE: For microbiological MPN testing, use the logarithm of each result [see V1M5 1.6.2.2.c]. Where it is not possible to determine the mean and standard deviation, such as for presence/absence and logarithmic values, the laboratory shall assess performance against established and documented criteria.*			
The mean recovery and standard deviations met established acceptance criteria.			
For Chapter 46 toxicity testing only: each analyst has demonstrated the ability to obtain consistent results with standard reference toxicant (SRT) data not older than six months, using a dilution factor of 0.5X or greater for both acute and chronic tests, and including appropriate negative controls.			
****The laboratory may document that other approaches to demonstration of capability are adequate, such as in the Quality Manual or Standard Operating Procedure.***			
Laboratory Management DOC Approval - Signature/Date:			