

<b>Proposal Subject</b>	Education Requirements for Program Supporting Laboratories
<b>Specific NSSP Guide Reference</b>	Guidance Documents Chapter II. Growing Areas 11. Evaluation of Laboratories...including Checklists, Laboratory Evaluation Checklist, Microbiology 2 Part 1 Quality Assurance, NSSP Form LAB
<b>Text of Proposal/ Requested Action</b>	Add new items to Laboratory Checklist as 2, 3, 4, and 5 to the Quality Assurance Plan Section. Making old 2 and 3, new 6 and 7. Add new references to Checklist References as follows:

**Educational - Personnel Qualifications**

**Add new items as 2, 3, 4 and 5 to the Quality Assurance Plan section.**

**Make old 2 & 3, new 6 & 7.**

**Add new references to checklist References.**

Code	Reference	Quality Assurance Plan
K	8, 11	1. Written Plan a. through g.
<u>C</u>	<u>State's Human Resources Department</u>	2. <u>In state laboratories, the supervisor meets the state educational and experience requirements for managing a public health laboratory.</u>
<u>K</u>	<u>State's Human Resources Department</u>	3. <u>In state laboratories, the analyst(s) meets the state educational and experience requirements for processing samples in a public health laboratory.</u>
<u>C</u>	<u>USDA Microbiology &amp; EELAP</u>	4. <u>In private laboratories, the supervisor must have at least a bachelor's degree in microbiology, biology, or equivalent discipline with at least two years of laboratory experience.</u>
<u>K</u>	<u>USDA Microbiology &amp; EELAP</u>	5. <u>In private laboratories, the analyst(s) must have at least a high school diploma and shall have at least two years of laboratory experience with the testing concerned.</u>
C	8	<del>2-6</del> .QA Plan Implemented.
K	11	<del>3-7</del> . Participates in a proficiency-testing program annually. Specify Program(s)

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USDA Microbiology - U.S. DEPARTMENT OF AGRICULTURE – Microbiology Branch  
EELAP – Ecology Environmental Laboratory Accreditation Program – Washington State  
State's Human Resources Department  
**Supporting documentation is our chart.**

<b>Public Health Significance</b>	To ensure overall laboratory conformity and integrity with respect to educational background and laboratory experience.
<b>Cost Information (if available)</b>	Not available.
<b>Action by 2003 Task Force I</b>	Recommended referral of Proposal 03-109 to the appropriate committee as determined by the Conference Chairman.
<b>Action by 2003 General Assembly</b>	Adopted recommendation of 2003 Task Force I.

**Action by USFDA** Concurred with Conference action.

**Action by 2005 Laboratory Quality Assurance Committee** Recommended adoption of Proposal 03-109 as amended.  
Add new items to Laboratory Checklist as 2, 3, 4, and 5 to the Quality Assurance Plan Section. Making old 2 and 3, new 6 and 7. Add new references to Checklist References as follows:

**Educational - Personnel Qualifications**

**Add new items as 2, 3, 4 and 5 to the Quality Assurance Plan section.**

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K	8, 11	1. Written Plan a. through g.
C	State's Human Resources Department	2. In state laboratories, the supervisor meets the state educational and experience requirements for managing a public health laboratory.
K	State's Human Resources Department	3. In state laboratories, the analyst(s) meets the state educational and experience requirements for processing samples in a public health laboratory.
C	USDA Microbiology & EELAP	4. In private laboratories, the supervisor must have at least a bachelor's degree in microbiology, biology, or equivalent discipline with at least two years of laboratory experience.
K	USDA Microbiology & EELAP	5. In private laboratories, the analyst(s) must have at least a <b>high school diploma</b> and shall have <b>at least</b> <del>two years of laboratory experience with the testing concerned</del> <b>three months of experience in laboratory sciences.</b>
C	8	6. QA Plan Implemented.
K	11	7. Participates in a proficiency-testing program annually. Specify Program(s) _____

USDA Microbiology - U.S. DEPARTMENT OF AGRICULTURE – Microbiology Branch  
EELAP – Ecology Environmental Laboratory Accreditation Program – Washington State  
State's Human Resources Department **Supporting documentation is our chart.**

**Action by 2005 Task Force I** Recommended adoption of Laboratory Quality Assurance Committee recommendation on Proposal 03-109.

**Action by 2005 General Assembly** Adopted recommendation of 2005 Task Force I.

**Action by USFDA** Concurred with Conference action.

**RATIONALE AND SUPPORTING DOCUMENTATION:**

Part I: Supervisory minimum requirements for Federal Agencies

	EPA	USDA Microbiology	U.S. Army Veterinary	EELAP
<b>Supervisor</b>	<p>The supervisor of the microbiology laboratory should have a <b>bachelor's degree</b> in microbiology, biology, or equivalent. Supervisors who have a degree in a subject other than microbiology should have had at least one college-level microbiology laboratory course in which environmental microbiology was covered. In addition, the supervisor should have a <b>minimum of two weeks training</b> at a Federal agency, State agency, or academic institution in microbiological analysis of drinking water or, 80 hours of <b>on-the-job training</b> in water microbiology at a certified laboratory, or other training acceptable to the State or EPA. If a supervisor is not available, a <b>consultant having the same qualifications may be substituted</b>, as long as the laboratory can document that the consultant is acceptable to the State and is present on-site frequently enough to satisfactorily perform a supervisor's duties.</p>	<p>In full service laboratories (where most organisms – if not all – of significance to foods are tested) there shall be a trained, competent supervisory microbiologist on staff having at least <b>a Bachelors Degree</b> in microbiology, food science or a related discipline with <b>at least two years of laboratory experience</b>. The person filling this position shall have successfully completed <b>at least 20 credit hours</b> in microbiology, public health, food safety or other related topics.</p> <p>ELAP – Dept of Ecology  <b>* Bachelors Degree</b>  <b>* One-year experience.</b></p>	<p>This is a full service laboratory that tests for a wide variety of pathogens. We have a competent supervisory microbiologist on staff with <b>at least a Bachelors Degree</b> in microbiology, food science or a related discipline and <b>at least two years of laboratory experience</b>. The person filling this position has successfully completed <b>at least 20 credit hours</b> in microbiology, public health, food safety or other related topics. Such information is found in the personnel file that is kept in the administrative office.</p> <p>ELAP  The Technical Manager must have an earned science degree, minimally at <b>the baccalaureate level</b> with <b>at least twenty (20) semester hours</b> in microbiology and a <b>minimum of two (2) years</b> of documented environmental microbiological work experience (bacteriology and/or mycology).</p>	<p><b>Minimum of a bachelor's degree</b> in chemistry or a biology science, or, if bachelor's degree is in a field other than chemistry or a biology science, the individual should have college-level credit hours sufficient to qualify for a minor in chemistry or biology.</p> <p><b>• Experience:</b>  <u>Minimum of two years experience in an environmental lab.</u></p> <p>NELAC  <b>* Bachelors Degree</b>  <b>* At least 16 credit hours</b>  <b>* Minimum of two years experience</b></p>

**RATIONALE AND SUPPORTING DOCUMENTATION (continued):**

Part II: Technical support personnel minimum requirements for Federal Agencies

	EPA	USDA Microbiology	U.S. Army Veterinary	EELAP
<b>Analyst</b>	The analyst should perform microbiological tests with minimal supervision, and have <b>at least a high school education</b> . In addition, the analyst should have a minimum of <b>at least three months of bench experience</b> in water, milk, or food microbiology. The analyst should also have training acceptable to the State (or EPA for non-primacy States), in microbiological analysis of drinking water <b>and a minimum of 30 days of on-the-job training</b> under an experienced analyst. Analysts should take advantage of workshops and training programs that may be available from State regulatory agencies and professional societies. Before analyzing compliance samples, the analyst must demonstrate acceptable results for precision, specificity and satisfactory analysis on unknown samples.	The person filling this position shall have <b>at least two years of laboratory experience</b> with the testing concerned.  ELAP – Dept of Ecology * <b>High school diploma.</b>	In small, limited service laboratories (usually of no more than 5 people; where 1-3 tests are performed) the technician performing the tests or supervising the tests shall be trained with demonstrated competence in the limited number of tests performed by the laboratory. The person filling this position shall have <b>at least two years of laboratory experience</b> with the testing concerned.	Other analysts (e.g., chemistry, biology, or microbiology technicians) should meet the following minimum requirements: • Academic Training: <b>High school diploma.</b>