



[SECTOR]

**[VOLUME X]
REQUIREMENTS FOR PARTICIPATION IN THE TNI
STATIONARY SOURCE AUDIT SAMPLE PROGRAM**

[Module Y]

TNI Working Draft Standard

Drafted December 15, 2008

**P.O. Box 2439
Weatherford, TX 76086
817-598-1624
www.nelac-institute.org**

PREFACE

This Standard is the result of many hours of effort by those volunteers on The NELAC Institute (TNI) Stationary Source Audit Sample Expert Committee. The TNI Board of Directors wishes to thank these committee members for their efforts in preparing this Standard as well as those TNI members who offered comments during the drafting process.

[VOLUME X, MODULE Y]

**Requirements for Participation in the TNI Stationary Source Audit
Sample Program**

Table of Contents

1.0	INTRODUCTION, SCOPE AND APPLICABILITY.....	1
1.1	Introduction	1
1.2	Scope	1
1.3	Applicability	1
2.0	NORMATIVE REFERENCES.....	1
3.0	TERMS AND DEFINITIONS.....	1
4.0	REQUIREMENTS FOR PARTICIPANTS.....	2
4.1	Facility	2
4.2	Regulatory Agency.....	3
4.3	Stationary Source Tester	3
4.4	Laboratory	4
4.5	SSAS Provider	4
5.0	GENERAL REQUIREMENTS FOR AUDIT SAMPLE HANDLING, ANALYSIS & REPORTING	4
6.0	REQUIREMENTS FOR COMPLAINT RESOLUTION	4

[VOLUME X, MODULE Y]

Requirements for Participation in the TNI Stationary Source Audit Sample Program

1.0 INTRODUCTION, SCOPE AND APPLICABILITY

1.1 Introduction

Volume X Module Y provides the requirements for participation in the TNI Stationary Source Audit Sample (SSAS) Program.

1.2 Scope

This Standard provides a description of the requirements for participation by the major stakeholders in the TNI SSAS Program including, but not limited to, facilities, stationary source testers, and laboratories.

The final acceptance of a facility's stationary source test results by the regulatory agency is outside the scope of this Standard.

1.3 Applicability

This Standard is applicable to all participants using SSAS in the performance of stationary source testing for regulatory purposes.

2.0 NORMATIVE REFERENCES

EPA Guidance Document, Preparation and Review of Site Specific Test Plans (GD 42):
<http://www.epa.gov/ttn/emc/guidlnd.html>.

3.0 TERMS AND DEFINITIONS

For the purpose of this Standard, the relevant terms and definitions conform to *ISO/IEC 17025:2005*. Additional relevant terms are defined below.

3.1 Facility: The responsible party for the stationary source test or their authorized representative.

3.2 Regulatory Agency: The federal, state, local, or tribal agency having responsibility and accountability for overseeing testing of atmospheric emissions from stationary sources.

3.3 Stationary Source Audit Sample (SSAS): A sample, the composition of which is unknown to the stationary source testers and laboratory, and that is provided to evaluate whether the stationary source testers and/or laboratory can produce measurement results within specified acceptance criteria. The SSAS is analyzed, or collected and analyzed, as part of the batch of field test samples using the same personnel, procedures, and materials.

3.4 Stationary Source Audit Sample Program (SSAS Program): The procedures for providing rigorously controlled and standardized environmental samples, analyzing or collecting and analyzing them, reporting measured values, and reporting evaluations of the accuracy of the measured values. The program establishes requirements for facilities, stationary source testers,

and laboratories for field collection (if applicable), analysis, reporting of measurement results, and reporting of SSAS analyses results.

3.5 Stationary Source Audit Sample Provider (SSAS Provider): A person or organization accredited by the TNI-approved Stationary Source Audit Sample Provider Accreditor (SSAS PA).

3.6 Stationary Source Audit Sample Provider Accreditor (SSAS PA): An organization that is evaluated and approved by TNI to accredit and monitor the performance of SSAS providers.

4.0 REQUIREMENTS FOR PARTICIPANTS

This section describes the roles and requirements of the facilities, regulatory agencies, stationary source testers, and laboratories. Refer to Figure 1 for a representation of the flow of information among the primary participants in the TNI SSAS Program.

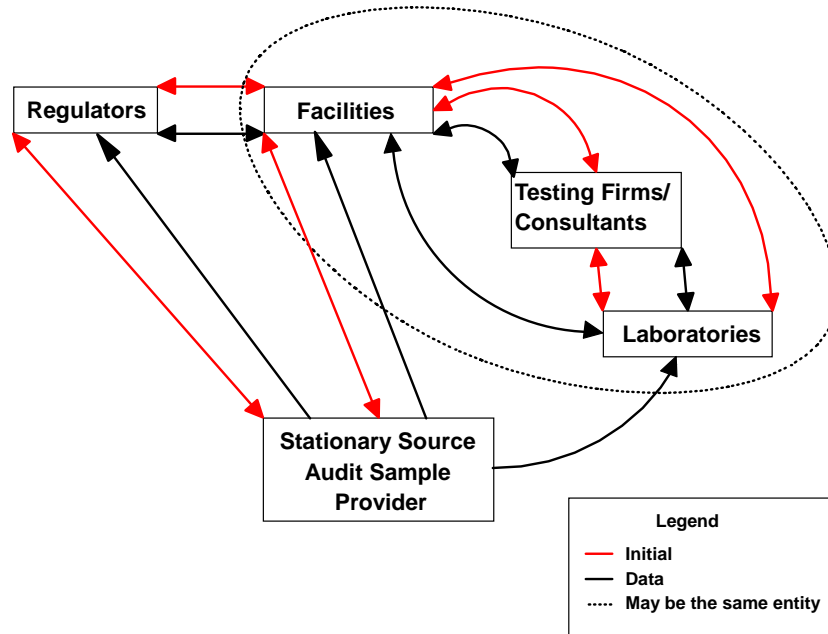


Figure 1. TNI SSAS Program Information Flows

4.1 Facility

4.1.1 The facility shall prepare and submit a site-specific test plan to the regulatory agency, and shall identify the selected accredited SSAS provider. The SSAS information in the test plan shall contain sufficient documentation to determine the type of the SSAS and to calculate the SSAS concentration range needed. Such documentation may include, but not be limited to, the following information:

- a) test methods,
- b) analytes,
- c) matrix,
- d) emission limits,
- e) in stack flow rates,
- f) in stack concentration estimates, and
- g) stack gas sample volume.

The facility may consult the EPA Guidance Document, Preparation and Review of Site Specific Test Plans (GD 42) for guidance in the development of the test plan.

- 4.1.2 The facility shall contact the SSAS provider to order the SSAS and identify all laboratories that will be analyzing the SSAS.
- 4.1.3 The facility shall receive the SSAS order verification from the SSAS provider after regulatory agency authorization.
- 4.1.4 The facility shall collect the stationary source test results and the SSAS analyses results or measurements and shall report them to the regulatory agency, in accordance with the requirements of the regulatory agency. Subsequently, the facility shall provide the SSAS analyses results or measurements to the SSAS provider.
- 4.1.5 The facility shall receive the evaluation of the SSAS analyses results or measurements from the SSAS provider.
- 4.1.6 The facility shall receive the acceptance or rejection of the SSAS analyses results or measurements from the regulatory agency and may negotiate resolution as needed.

4.2 Regulatory Agency

- 4.2.1 The regulatory agency shall receive and review the test plan(s) from the facility.
- 4.2.2 The regulatory agency shall receive and review the facility's request for SSAS and may provide input regarding the SSAS to the facility and to the SSAS provider within 15 calendar days after receiving notice and information about the order from the SSAS provider.
- 4.2.3 The regulatory agency shall receive and review the stationary source test results and the SSAS analyses results or measurements from the facility and may provide input to the facility after the test.
- 4.2.4 The regulatory agency shall receive the evaluation of the SSAS from the SSAS provider.
- 4.2.5 The regulatory agency shall issue the acceptance or rejection of the SSAS analyses results or measurements from the facility.

4.3 Stationary Source Tester

- 4.3.1 The stationary source tester shall coordinate with the facility, the laboratory, and the regulatory agency to plan and schedule the stationary source test.
- 4.3.2 The stationary source tester shall receive the SSAS from the SSAS provider or the facility and have them available at the test site during testing.
- 4.3.3 The stationary source tester shall perform the stationary source test.
- 4.3.4 The stationary source tester shall deliver the samples (stationary source test and audit) to the laboratory at the same time.
- 4.3.5 The stationary source tester shall prepare the data report, as defined by the regulatory agency, and provide it to the facility. The data report shall contain the stationary source test results and the SSAS analyses results or measurements.

4.4 Laboratory

- 4.4.1 The laboratory shall coordinate with the stationary source tester and the facility on the test plan for the SSAS.
- 4.4.2 The laboratory shall receive and analyze the stationary source test sample and the SSAS from the stationary source tester. The laboratory shall handle, store, and analyze the SSAS in the same batch and in the same manner as the stationary source test sample. The laboratory shall prepare the SSAS for analysis according to the instructions provided by the SSAS provider. The laboratory shall use the same staff, sample tracking, sample storage, preparation, analysis methods, equipment, materials, standard operating procedures, calibration techniques, quality control procedures, and quality control acceptance criteria for the stationary source test sample and the SSAS.
- 4.4.3 The laboratory shall report the stationary source test results and the SSAS analyses results or measurements, with supporting documentation, to the facility and to the stationary source tester.
- 4.4.4 The laboratory shall receive the SSAS evaluation from the SSAS provider.
- 4.4.5 The laboratory may perform corrective action, as needed, based on the SSAS analyses results or measurements.
- 4.4.6 The laboratory shall keep records regarding the analysis of SSAS and make them available for review upon request for a minimum of five years, or as required by the regulatory agency.

4.5 SSAS Provider

Requirements for the SSAS provider are specified in TNI Volume X Module Y.

5.0 GENERAL REQUIREMENTS FOR HANDLING, ANALYSIS, AND REPORTING OF THE SSAS

- 5.1 The facility, stationary source tester, and laboratory shall not:
 - a) subcontract the analysis of any SSAS or a portion of the SSAS to a laboratory not specified to the SSAS provider.
 - b) knowingly receive and analyze any SSAS or a portion of the SSAS from another facility, other stationary source testers, or another laboratory for which the results of the SSAS are intended to be used for a stationary source audit.
 - c) communicate with any individual at another facility, stationary source tester, or laboratory concerning the analysis or measurement of the SSAS.
 - d) attempt to obtain the assigned value of any audit sample.

6.0 REQUIREMENTS FOR COMPLAINT RESOLUTION

- 6.1 The facility, stationary source tester, and/or laboratory shall submit questions about the SSAS or performance evaluations made by the SSAS provider to the SSAS provider and the regulatory agency. If the SSAS provider is not able or is unwilling to resolve the question to the satisfaction of the facility, stationary source tester, and/or laboratory, the latter shall refer those questions to the SSAS provider's SSAS PA.

- 6.2** When a facility, stationary source tester and/or a laboratory receive a not acceptable performance evaluation from the SSAS provider and there is sufficient cause to question the validity of the evaluation made by the SSAS provider, the facility, source tester and/or laboratory may appeal the evaluation to the SSAS provider. If the SSAS provider is not able or is unwilling to resolve the facility's, stationary source tester's, and/or laboratory's concern, the facility, stationary source tester, and/or laboratory shall use the appeals process established by TNI.