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### Army Skibinski Exh. # 3-A

[Originally Attached As EXHIBIT JNS #2 to Witness Skibinski's pre-filed testimony]

U.S. NUCLEAR REGULATORY COMMISSION

In the Matter of US ARMY (JEFFERSON PROVING GROUND)

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Action Taken: **ADMITTED** **REJECTED** **WITHDRAWN**

Reporter/Clerk \_\_\_\_\_

USEPA (U.S. Environmental Protection Agency). 1998.  
 EPA Guidance For Quality Assurance Project Plans –  
 EPA QA/G-5, Appendix B (Glossary Of Quality  
 Assurance And Related Terms). EPA/600/R-98/018.  
 Office of Research and Development, Washington,  
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# **EPA GUIDANCE FOR QUALITY ASSURANCE PROJECT PLANS**

## **EPA QA/G-5**

## APPENDIX B

### GLOSSARY OF QUALITY ASSURANCE AND RELATED TERMS

**Acceptance criteria** — Specified limits placed on characteristics of an item, process, or service defined in requirements documents. (ASQC Definitions)

**Accuracy** — A measure of the closeness of an individual measurement or the average of a number of measurements to the true value. Accuracy includes a combination of random error (precision) and systematic error (bias) components that are due to sampling and analytical operations; the EPA recommends using the terms "*precision*" and "*bias*", rather than "accuracy," to convey the information usually associated with accuracy. Refer to *Appendix D, Data Quality Indicators* for a more detailed definition.

**Activity** — An all-inclusive term describing a specific set of operations of related tasks to be performed, either serially or in parallel (e.g., research and development, field sampling, analytical operations, equipment fabrication), that, in total, result in a product or service.

**Assessment** — The evaluation process used to measure the performance or effectiveness of a system and its elements. As used here, assessment is an all-inclusive term used to denote any of the following: audit, performance evaluation (PE), management systems review (MSR), peer review, inspection, or surveillance.

**Audit (quality)** — A systematic and independent examination to determine whether quality activities and related results comply with planned arrangements and whether these arrangements are implemented effectively and are suitable to achieve objectives.

**Audit of Data Quality (ADQ)** — A qualitative and quantitative evaluation of the documentation and procedures associated with environmental measurements to verify that the resulting data are of acceptable quality.

**Authenticate** — The act of establishing an item as genuine, valid, or authoritative.

**Bias** — The systematic or persistent distortion of a measurement process, which causes errors in one direction (i.e., the expected sample measurement is different from the sample's true value). Refer to *Appendix D, Data Quality Indicators*, for a more detailed definition.

**Blank** — A sample subjected to the usual analytical or measurement process to establish a zero baseline or background value. Sometimes used to adjust or correct routine analytical results. A sample that is intended to contain none of the analytes of interest. A blank is used to detect contamination during sample handling preparation and/or analysis.

**Calibration** — A comparison of a measurement standard, instrument, or item with a standard or instrument of higher accuracy to detect and quantify inaccuracies and to report or eliminate those inaccuracies by adjustments.

**Calibration drift** — The deviation in instrument response from a reference value over a period of time before recalibration.

**Performance Evaluation (PE)** — A type of audit in which the quantitative data generated in a measurement system are obtained independently and compared with routinely obtained data to evaluate the proficiency of an analyst or laboratory.

**Pollution prevention** — An organized, comprehensive effort to systematically reduce or eliminate pollutants or contaminants prior to their generation or their release or discharge into the environment.

**Precision** — A measure of mutual agreement among individual measurements of the same property, usually under prescribed similar conditions expressed generally in terms of the standard deviation. Refer to *Appendix D, Data Quality Indicators*, for a more detailed definition.

**Procedure** — A specified way to perform an activity.

**Process** — A set of interrelated resources and activities that transforms inputs into outputs. Examples of processes include analysis, design, data collection, operation, fabrication, and calculation.

**Project** — An organized set of activities within a program.

**Qualified data** — Any data that have been modified or adjusted as part of statistical or mathematical evaluation, data validation, or data verification operations.

**Qualified services** — An indication that suppliers providing services have been evaluated and determined to meet the technical and quality requirements of the client as provided by approved procurement documents and demonstrated by the supplier to the client's satisfaction.

**Quality** — The totality of features and characteristics of a product or service that bears on its ability to meet the stated or implied needs and expectations of the user.

**Quality Assurance (QA)** — An integrated system of management activities involving planning, implementation, assessment, reporting, and quality improvement to ensure that a process, item, or service is of the type and quality needed and expected by the client.

**Quality Assurance Program Description/Plan** — See *quality management plan*.

**Quality Assurance Project Plan (QAPP)** — A formal document describing in comprehensive detail the necessary quality assurance (QA), quality control (QC), and other technical activities that must be implemented to ensure that the results of the work performed will satisfy the stated performance criteria. The QAPP components are divided into four classes: 1) Project Management, 2) Measurement/Data Acquisition, 3) Assessment/Oversight, and 4) Data Validation and Usability. Requirements for preparing QAPPs can be found in EPA QA/R-5.

**Quality Control (QC)** — The overall system of technical activities that measures the attributes and performance of a process, item, or service against defined standards to verify that they meet the stated requirements established by the customer; operational techniques and activities that are used to fulfill requirements for quality. The system of activities and checks used to ensure that measurement systems are maintained within prescribed limits, providing protection against "out of control" conditions and ensuring the results are of acceptable quality.

**Quality control (QC) sample** — An uncontaminated sample matrix spiked with known amounts of analytes from a source independent of the calibration standards. Generally used to establish intra-