



STATE OF HAWAII
DEPARTMENT OF HEALTH
STATE LABORATORIES DIVISION
2725 WAIMANO HOME ROAD
PEARL CITY, HAWAII 96782-1496

**REQUIREMENTS FOR DRINKING WATER CERTIFICATION
FOR IN-STATE LABORATORIES**

The State of Hawaii only certifies the laboratories which test drinking water compliance samples from the State of Hawaii. The following are the requirements for Hawaii Drinking Water Certification:

1. **A copy of the laboratory's record** indicating that the laboratory tested drinking water samples for compliance purpose from the State of Hawaii in the last 12 months, or **a proof of existing/pending plan** to provide drinking water testing to a water system located in Hawaii. The laboratory shall provide the contact information for the organizations the laboratory test drinking water compliance samples for.
2. **The laboratory must have completed successfully an annual Water Supply Proficiency Testing (WS-PT) study for every analyte that the laboratory is being certified for.** The WS-PT samples must be only obtained from approved WS-PT providers and analyzed only by drinking water methods specified by the drinking water regulations (40CFR 141.21-141.30, 141.41, 141.42).
3. **A complete list of all the laboratory analysts and officers** including their qualifications and experience.
4. **A list of Environmental Protection Agency (EPA) regulated drinking water analytes that the laboratory wants certification for and the appropriate EPA approved methods that the laboratory will use to test these analytes.** The updated list can be found on the EPA website.
5. **A copy of the laboratory's complete written Quality Assurance Plan (QAP),** including Standard Operating Procedures (SOPs) for all the EPA approved drinking water methods that the laboratory utilizes to analyze drinking water compliance samples.

6. **A list of all the laboratory instrumentation** that the laboratory intends to utilize for drinking water analysis.
7. **The laboratory must be able to analyze EPA regulated drinking water analytes for regulatory purposes at the EPA maximum contaminant level (MCL) or below.** For the analysis of regulated volatile organic compounds, the laboratory must be able to report at 0.5 ug/L in order for the laboratory to be certified for this analysis.
8. **The laboratory shall assure during the on-site audit that the facility is capable of preventing cross-contamination** when performing regulatory drinking water analyses.
9. **The laboratory must perform and document the initial demonstration of capability (IDC)** that is specified in every EPA approved method. The laboratory must perform this demonstration, and submit the results to the State, at least once per year, before the scheduled on-site audit, to confirm the laboratory meets the IDC requirements.
10. **The laboratory must pass a biennial on-site audit by the State of Hawaii drinking water certification officers.** The above requirements 1 – 9 must be completed and submitted to the State of Hawaii drinking water certification officers before the on-site audit. If deviations are found during the initial on-site audit, these deviations must be corrected before drinking water certification can be granted.
11. **The method revision/version identifiers** shall be specified in the required documents. Where revision/version numbers are not available, standard method editions or the year of publication/release is acceptable.

Drinking water certification is required only if the laboratory is analyzing EPA drinking water regulatory monitoring samples for compliance purposes. Additional information may be found in the Manual for the Certification of Laboratories Analyzing Drinking Water, 5th Edition on the EPA website.