Schedule for POPs Training Workshop for Laboratory Managers - POPs in Biological Tissues

Day 1 Monday Jan 19

9:00 am – 9:45 am  The Quality Assurance Manual (Drouillard)
                    -Components of a QA manual
                    -GLIER manual as an example

9:45 – 10:30 am  Overview of SOPs for POPs in tissues (GC-ECD) (Drouillard)
                    -Examples of different extraction and clean-up methods
                    e.g. EPA and other accredited methods are reviewed

10:30 – 10:45 am  - BREAK

10:45 – 11:30 am  Instrument Detection Limits and Method Quantitation Limits (Metcalf)
                    -Overview of approaches to determining instrument detection and method
                    quantitation limits with specific reference to gas chromatography and POPs

11:30-12:00 pm  How to Validate Your Method (Ismail)
                    -Approaches to method validation, Frequency and Troubleshooting

12:00 – 1:00 pm  - Lunch

1:00 pm – 1:45 pm  Quality Control Charts and Evaluation of Data Integrity (Drouillard)
                    -Record keeping, Westgard Rules, Issuing Non-compliance reports

1:45 pm - 2:30 pm  POPs extraction methods (Ismail/Gold)
                    -Cold Column, Micro-Cold Column, Sonication, Soxhlet, ASE, Other
                    -Where available overview of literature comparisons across methods
                    -Note for Satellite labs – attention must be placed on infrastructure needs (e.g.
                    ventilation, solvent cabinets etc.), equipment, supplies
                    -Appropriate spiking internal standards, blanks, CRMs etc.

2:30 – 2:45 pm  - BREAK

2:45 – 3:30 pm  Clean-up of POPs from Biological Samples (Drouillard/Metcalf)
                    -Florisil/Alumina/Silica Gel/GPC

3:30 - 4:00 pm  Discussion
Day 2  Tuesday Jan 20

9:00 – 9:30 am  Tour of Gold Laboratory

9:30 – 10:30 am  Laboratory Excercise (Ismail/Gold)
- POPs extraction by cold column and micro- methods
- Extraction of CRMs according to SOP (3 stations?)

10:30 – 10:45 am  Break

10:45 – 12:00 pm  Laboratory Excercise
- POPs cleanup by florisil and/or by silica

12:00 pm – 1:45 pm  Lunch and Return to Conference Room

1:45 pm – 2:45 pm  GC-Methods and instrument maintenance (Ismail)
- Documented methods for POPs (OC/PCBs)
- Basic maintenance and Trouble shooting

2:45 pm – 3:15 pm  Data base management/QA Summary/Data Report (Drouillard)
- Data storage and back-ups
- The QA Assessment and Sign-off of data quality
- The Data Report

3:15 pm – 3:30 pm  Break

3:30 pm – 4:30 pm  Additional Topics?
- Fish Advisory Triggers for POPs