



The State of New Hampshire
Department of Environmental Services



Robert R. Scott, Commissioner

IA

February 22, 2024

His Excellency, Governor Christopher T. Sununu
 and The Honorable Council
 State House
 Concord, NH 03301

REQUESTED ACTION

Pursuant to MOP 1301, VI, D authorize the Department of Environmental Services (NHDES) to approve the use of a state vehicle for transportation beyond 300 miles one way to reduce costs in travel expenses for the purpose of assessing the Eurofins environmental testing laboratory, located in Ottawa, Canada from May 13 through May 16, 2024, effective upon Governor and Council approval. 100% Laboratory Certification Funds.

Funding is available in the account listed below.

	<u>FY 2024</u>
03-44-44-442010-6641-080-500712	\$1,519
Dept. Environmental Services, Laboratory Certification, Out of State Travel	

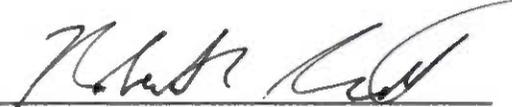
EXPLANATION

One Program Specialist II from the New Hampshire Environmental Laboratory Accreditation Program (NH ELAP) intends to travel to Eurofins Laboratory in Ottawa, Canada to perform an assessment. The laboratory's ability in analyzing Per- and Polyfluorinated Substances (PFAS) using USEPA reference methods and the laboratory's implementation of a Quality Management System will be assessed to ensure compliance to the NH Code of Administrative Rules – Chapter Env-C 300 and the 2016 TNI Standards described within the rules. The outcome of the assessment will determine if NH ELAP accreditation shall be granted to the laboratory to perform accredited PFAS sample analysis originating from the state of New Hampshire. Many NHDES regulatory programs require that PFAS testing analysis be completed only by laboratories with NH ELAP accreditation.

The laboratory will be responsible for reimbursing NHDES for all travel and staff related expenses in accordance with the Env-C 300 rules. The travel will involve driving to the laboratory on the first day, an assessment on the second and third days, then travel back to New Hampshire on the fourth day. Due to the lack of cost-effective economy flights and the staff time required using common carrier travel, NHDES requests approval to use a state vehicle to drive to and from the laboratory in Ottawa, Canada.

The cost savings of using a state vehicle versus costs associated with flying is estimated to be \$988.

We respectfully request your approval.


 Robert R. Scott, Commissioner



The State of New Hampshire
Department of Environmental Services



Robert R. Scott, Commissioner

REQUEST FOR AUTHORIZATION FOR TRAVEL

Date: 2/9/2024

TO THE HONORABLE GOVERNOR & COUNCIL:

The Department of Environmental Services requests permission
for 1 employee or their designees to travel to Ottawa, Canada
for 4 days of out-of-state travel status from 5/13/2024 to 5/16/2024

Conference/Workshop/Seminar Title

NH ELAP PFAS Assessment of Eurofins Laboratory in Ottawa, Canada

Purpose of Travel

One program specialist from the New Hampshire Environmental Laboratory Accreditation Program (NH ELAP) intends to travel to Eurofins Laboratory in Ottawa, Canada to perform an assessment. The laboratory's ability in analyzing Per- and Polyfluorinated Substances (PFAS) using USEPA reference methods and the laboratory's implementation of a Quality Management System will be assessed to ensure compliance to the NH Code of Administrative Rules – Chapter Env-C 300 and to the 2016 TNI Standards described within the rule. The outcome of the assessment will determine if NH ELAP accreditation shall be granted to the laboratory to perform accredited PFAS sample analysis for samples collected within the state of New Hampshire.

The laboratory will be responsible for reimbursing the department for all travel and staff related expenses in accordance with the Env-C 300 rules. The travel will involve driving to the laboratory on the first day, an assessment on the second and third days, then travel to New Hampshire on the fourth day. Due to the lack of cost-effective economy flights and the staff time required using common carrier travel, NH DES requests approval to use a state vehicle to drive to and from the laboratory in Ottawa, Canada.

The cost savings of using a state vehicle versus costs associated with flying is estimated to be \$988.

Attendee and their Title

Brian M. Lamarsh Program Specialist, NH ELAP

Fiscal Information - Summary

<u>Objt</u>	<u>Description</u>	<u>Amount</u>		<u>Amount</u>
0710	Common Carriers	\$ 0.00	Appropriation of Out-of-State Travel	\$ 19,800.00
0711	Per Diem in Lieu	\$ 0.00	Amount Expended to date	\$ 10,220.78
0712	Meals	\$ 399.00	Available Balance	\$ 9,579.22
0713	Hotel	\$ 624.00	Amount requested this authorization	\$ 1,519.00
0714	Mileage	\$	Estimated Balance Available	\$ 8,702.22
0715	Operation State Car	\$ 496.00		
0717	Miscellaneous	\$ 0.00	Appropriation Code	03-44-44 - 442010 - 6641 - 080
0719	Registration Fees	\$ 0.00	Source of Funds	100% Laboratory Accreditation Funds
	Total	\$ 1,519.00		

COMPARISON OF AIR TRAVEL VERSUS STATE VEHICLE TRAVEL TO AND FROM OTTAWA, CANADA

AIR TRAVEL Manchester, NH to and from Ottawa, Canada	AIR TRAVEL COSTS	STATE VEHICLE TRAVEL Concord, NH to and from Ottawa, Canada	STATE VEHICLE COSTS
Airfare (United)	\$1,067	Operation of State Vehicle <i>370 miles one way</i> <i>740 miles x \$0.67</i>	\$496
Checked Luggage <i>2 x \$30.00</i>	\$60	Drive Time <i>5.75 hours one way</i> <i>11.5 hours x \$29.29</i>	\$337
Airport parking <i>4 days at \$14/day</i>	\$56		
Travel to and from airport (personal vehicle) <i>45 miles x 0.67</i>	\$30		
Car rental	\$125		
Travel Time to Fly <i>(includes travel to/from airport,</i> <i>roundtrip airport time, layovers,</i> <i>flight) 16.5 hrs x \$29.29</i>	\$483		
Total Cost	\$1,821	Total Cost	\$833

Total Savings to State for Driving to Ottawa, Canada: \$988

The Department of Environmental Services requests a waiver from MOP 1301, VI, D which requires travel outside a 300 mile radius by tourist class air passage and authorization for Brian Lamarsh to travel via State vehicle to Ottawa, Canada.

Authorized Signature



Robert R. Scott, Commissioner