

Memo

To: Whom It May Concern
From: Steven Harnois
CC: Kirk Kimball, Steven Merrill
Date: June 23, 2011
Re: Training of Steven Merrill on DataMaster DMT

On March 30th 2011 Steven Merrill was tasked with learning the components of the DataMaster the DataMaster selected to do this was 100170. I instructed and supervised Steven Merrill in removing different components of the DataMaster DMT.

The components that were removed consisted of the instrument covers, and the entire optical (analytical) bench of the instrument, we did not remove all of the Printed Circuit Boards (PCB) of the instrument, as this task is relatively simple and will be covered when we receive a new controller PCB for this instrument, the new controller PCB is being replaced free of charge from the Manufacturer.

Steven Merrill also removed the detector block, snubber, mass air flow meter and sample chamber subassemblies from the optical bench of the instrument; we took apart and rebuilt each of the subassemblies.

Steven Merrill and I had an in-depth conversation about each PCB of the instrument, which included their origin, and function.

After the instrument had been reassembled, the instrument did not work as it should, so Steven and I performed troubleshooting to diagnose and correct the issues that were found. The instrument is waiting on a new Controller PCB, when this comes in, Steven Merrill will replace this as part of his continuing training.

Thank you.

Steven Harnois
Public Health Electronics Technician

Steven Merrill
Public Health Chemist II

Kirk Kimball
Organic Chemistry Program Chief