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MEMORANDUM

TO: TARA TIGHE, QA MANAGER 
FROM: TRISHA CONTI, SENIOR FORENSIC CHEMIST, ALCOHOL PROGRAM SUPERVISOR
SUBJECT: DATAMASTER DMT QUALIFICATION
DATE: 3/19/2012

This memo is to document the approval of Amanda Bolduc for the in house testing procedures for the DataMaster DMT instruments at the Vermont Forensic Laboratory. I, Trisha Conti, showed her the manual with the protocols, the location of the supplies and the forms that need to be filled out and retained for each DMT instrument. Amanda performed the following procedures as described in the VFL-approved DataMaster DMT Alcohol Manual: Power Up, Calibration, Certification and Installation. In addition, Amanda has reviewed Routine Performance Checks in my presence. Based on the training Amanda has received previously from National Patent Analytical Systems, Inc. and her previous experience as a Public Health Chemist at the Vermont Department of Health Laboratory, I qualify her to perform in house testing on the DataMaster DMT instruments at the Vermont Forensic Laboratory.