

---

## Technical Procedure for Drug Chemistry Gas Chromatograph/Mass Spectrometry (GC-MS)

**1.0 Purpose** - This procedure specifies the required elements for the calibration and use of the Agilent 6890 and 7890A GC interfaced to the Agilent 5973 or 5975 Series MSD for Drug Chemistry analyses.

**2.0 Scope** - This procedure applies to all GC-MS instruments used for drug chemistry analyses in the Drug Chemistry Sections of the State Crime Laboratory.

### 3.0 Definitions

- **Performance verification** - The initial confirmation of the reliability of a previously or externally validated method or instrument.
- **Probability Based Matching** – An algorithm designed to compare an unknown mass spectrum against a reference collection of mass spectra for the purpose of identification.
- **Quality control (QC) check** - Periodic confirmation of the reliability of equipment, instrumentation, and/or reagents.
- **Primary reference material** – Any reference material obtained from a source other than the State Crime Laboratory and which has documentation issued by the provider authenticating its chemical composition.
- **Secondary reference material** – Any reference material used in the course of casework that has its chemical composition verified by a primary reference material.

### 4.0 Equipment, Materials and Reagents

#### 4.1 Equipment

- Agilent Gas Chromatograph 6890 (GC) and 7890A (GC)
- Agilent 5973 or 5975 Series Mass Selective Detector (MSD)
- Agilent Automatic Liquid Sampler
- PC with Agilent Analytical MSD Productivity ChemStation Software or equivalent
- Computer Printer or other data output device

#### 4.2 Materials

- Sample vials and caps
- 10 µL syringe
- A non-polar capillary column with a (5 %-Phenyl)-methylpolysiloxane stationary phase such as a DB-5MS or HP-5MS

#### 4.3 Commercial Reagents

- Methanol, ACS grade
- Hexane, ACS grade
- Chloroform, ACS grade
- Acetonitrile, ACS grade
- Ethyl acetate, ACS grade
- Helium gas, Grade 5.0
- Perfluorotributylamine [PFTBA], neat
- Acetone, ACS grade

#### **4.4 Reference Materials**

- Multi-component drug solutions
- Primary or Secondary reference material

### **5.0 Procedure**

#### **5.1 Instrument Performance Verification for New Instrumentation**

**5.1.1** New GC-MS instruments shall be installed by a manufacturer representative and shown to meet any manufacturer's requirements.

**5.1.2** The GC-MS Coordinator or designee shall conduct performance verification on new GC-MS instruments prior to use for casework.

**5.1.2.1** The performance verification shall include successful tunes (see **5.4**) on three separate days.

**5.1.2.2** The performance verification shall include the multi-component reference material standard solutions from **5.3.2.2** run on three separate days. The mass spectra of each component shall be successfully compared to reference material and the percent difference of the highest and lowest retention times of each component shall not be greater than 2.0 %.

**5.1.2.3** The data shall be filed and maintained by the GC-MS Coordinator to document set up of the new instrument.

**5.1.2.4** A new entry for the instrument shall be made in the Resource Manager section of FA prior to use in casework. The new entry will include:

**5.1.2.4.1** The manufacturer's serial number.

**5.1.2.4.2** The unique section identifier for the new instrument.

**5.1.2.4.3** A notation under "Verification Date" to reflect the date the performance verification was completed.

**5.1.3** A logbook shall be maintained near each instrument.

**5.1.3.1** The logbook shall contain the GCMS Activity Log.

**5.1.3.1.1** The GCMS Activity Log shall include the date, sample identification, initials of operator, GC-MS method used, and comments for each sample analyzed. The log shall also include substances observed in the sample.

**5.1.3.1.2** Septum changes and any unusual error messages shall be recorded in this section.

- 5.1.3.1.3** If samples are rerun for any reason, a new entry shall be recorded in the GCMS Activity Log. (Blank solvent runs do not need to be recorded.)
- 5.1.3.2** The tune reports shall be stored in the instrument logbook or electronically. Tunes performed to check instrument performance during maintenance or troubleshooting need not be retained.
- 5.1.3.3** The logbook shall contain the Maintenance Log The Maintenance Log shall include the date, description of work performed, length of any column trimmed, parts replaced, and the initials of the person performing or documenting the maintenance. (Septum changes need not be logged in the maintenance section. These entries shall be recorded in the Log section as outlined above.)
- 5.1.3.4** The logbook shall contain the monthly performance check data if hard copies were printed. If the electronic option was used, the logbook shall contain the appropriate file name(s). Other retention time reference material data may also be stored in the logbook.
- 5.1.3.5** All information stored in the logbook shall be archived at least annually into the FA object repository ("Manage Files") associated with each instrument.

## **5.2 Maintenance**

- 5.2.1** Record all maintenance in the activity/run log and the maintenance log at the time it is performed. The GC-MS Coordinator or designee shall file all maintenance records in the object repository ("Manage Files") for the specific instrument in the Resource Manager section of FA.
- 5.2.1.1** Document completion of maintenance (excluding routine liner and/or septum changes) by adding an Action History in the FA Resource Manager associated with the specific GC-MS instrument.
- 5.2.1.2** The GC-MS Coordinator or designee shall update the instrument log book when the instrument is ready to be placed back in service.
- 5.2.2** Record lengths of column trimmed in the activity/run log and the maintenance log. If the column is trimmed, the instrument shall be out of service until a monthly performance check is successfully completed (see **5.3.2**).
- 5.2.2.1** Standards run prior to the column maintenance shall not be used for retention time comparison after the column maintenance.
- 5.2.3 Routine maintenance** – The routine maintenance schedule is a suggested minimum guideline. The maintenance schedule will be determined by the GC-MS Coordinator or designee based upon instrument use and performance.
- 5.2.3.1 Wash Vials**
- Rinse and/or fill with the appropriate wash solvent daily when in use.

- Post-maintenance check: None.

#### **5.2.3.2 Septum**

- Replace weekly when in use (Raleigh).
- Replace monthly when in use (Triad/Western).
- Post-maintenance check: Successful tune (see **5.4**).

#### **5.2.3.3 Syringe**

- Inspect monthly for cleanliness and ease of movement. Replace as needed.
- Post-maintenance check: None.

#### **5.2.3.4 Liner**

- Replace as needed, or every six months.
- Post-maintenance check: Successful tune (see **5.4**).

#### **5.2.3.5 Pump Oil**

- Change at least twice a year.
- Post-maintenance check: Successful tune (see **5.4**).

#### **5.2.3.6 Clean Source**

- Clean annually, or when filaments are replaced.
- Post-maintenance check: Successful tune (see **5.4**) and monthly performance check (see **5.3.2**).

#### **5.2.3.7 Gold Seal**

- Replace annually.
- Post-maintenance check: Successful tune (see **5.4**).

### **5.2.4 Non-routine Maintenance**

**5.2.4.1** When non-routine maintenance is performed, the instrument shall be out of service until the non-routine maintenance is evaluated by the GC-MS Coordinator or designee to determine the need for additional instrument checks prior to analyzing samples.

**5.2.4.1.1** If maintenance is performed that may affect retention times, a monthly performance check (see **5.3.2**) shall be performed before the instrument is placed back in service.

### **5.2.5 Shutdown**

**5.2.5.1** A successful tune (see **5.4**) shall be performed following any GC or MS shutdown.

5.2.5.2 The shutdown shall be noted in the maintenance log.

### 5.3 Standards and Controls

#### 5.3.1 Naming and Saving of Instrument Files (*“.D” folders and all files contained therein*)

5.3.1.1 All instrument files created during performance checks, and all blanks and data files associated with case samples shall be saved on the instrument computer hard drive according to the year/month in which it was collected.

5.3.1.2 All instrument files listed above shall be placed into a compressed (.zip) file. The compressed file shall be named with the instrument identifier, year, and month in which it was collected.

5.3.1.3 The compressed (.zip) file shall be archived at least annually in the FA object repository (“Manage Files”) associated with the GCMS instrument on which it was collected.

#### 5.3.2 Monthly Performance Check

5.3.2.1 Standard solutions shall be injected on a monthly basis when the instrument is in use to verify instrument performance. The solutions shall, when feasible, be run during the first seven calendar days of each month. Any instrument on which the standard solutions are not run during the first seven days of the month shall be out of service until the standard solutions are successfully run.

5.3.2.2 Two multi-component standard solutions made up of a variety of drugs commonly encountered in the laboratory shall be run.

5.3.2.3 Additional standard solutions may be run on a monthly basis to establish retention times. Any additional monthly standard solutions shall not be required to verify instrument performance.

5.3.2.4 The retention time of each required component of the standard solutions shall be compared to previous runs. Any shift greater than 2.0 % that cannot be attributed to maintenance shall be documented in the instrument log and the instrument evaluated by the GC-MS Coordinator or designee.

5.3.2.5 The mass spectrum of each required component in the standard solution shall be substantially the same as a reference material spectrum. Any appreciable differences shall be noted in the instrument log and the instrument evaluated by the GC-MS Coordinator or designee.

5.3.2.6 The total ion chromatograms for each standard solution shall be visually inspected for resolution between the required components. Any deficiencies shall be documented in the instrument log and the instrument shall be evaluated by the GC-MS Coordinator or designee.

5.3.2.7 The Forensic Scientist reviewing the monthly standard solution injections shall print (or Print2PDF if available) the total ion chromatograms from each standard solution injection with the retention times displayed and the

total ion chromatograms of the corresponding blanks. The printouts shall be initialed by the reviewing Forensic Scientist and placed in the "GC RT" section of the instrument notebook. If Print2PDF was used, a hard copy is not required to be maintained. The reviewing Forensic Scientist shall mark the activity/run log to indicate the successful run of the standard solution.

### **5.3.3 Blank injections**

- 5.3.3.1** Prior to the injection of a sample, a blank solvent injection shall be made using the same method and split ratio as the sample.
- 5.3.3.2** The solvent shall be prepared by the individual Forensic Scientist at the time of sample preparation and be the same solvent from the same bottle used in the sample preparation.
- 5.3.3.3** The blank solvent injection shall be evaluated to ensure that the instrument and solvent are free of any controlled substance, any substance being identified in the sample and any substance that may interfere with the identification of sample component(s). The presence of large amounts of common gas chromatography peaks (e.g., siloxanes) shall be noted in the instrument log and reported to the GC-MS Coordinator or designee.

### **5.3.4 Syringe flush**

- 5.3.4.1** The syringe shall be flushed at least 10 times with solvent between injections to ensure the sample integrity between injections and to ensure that no sample transfer is made between sample vials.
- 5.3.4.2** Methanol shall be used in the first wash vial.
- 5.3.4.3** Hexane or chloroform shall be used in the second wash vial.

## **5.4 Calibrations (Tune) – MSD**

- 5.4.1** Calibration (tuning) shall be successfully completed prior to beginning the first sample sequence each day. The instruments will not be tuned on days not in use. Sample sequences that continue overnight may be allowed to complete without performing a new tune provided that they do not extend more than twenty-four hours beyond the time of the tune or noon, whichever is later.
- 5.4.2** A tune will be performed according to specifications listed in Appendix A and Appendix B. Perform the Standard Spectra Tune (stune) or the Auto Tune with Perfluorotributylamine (PFTBA) as the tuning standard.
- 5.4.3** Compare the tune report to previous ones and notify the GC-MS Coordinator of designee of any major variations.
- 5.4.4** Record each tune in the activity/run log along with initials and date and any parameters that are out of specification.

**5.4.5** Initial the tune report and mark any parameters that are out of specification. File the tune report in the tune section of the logbook. If the tune is stored electronically, a hard copy is not required to be maintained.

**5.5** **Sampling** – Refer to the [Drug Chemistry Section Administrative Procedure for Drug Chemistry Analysis](#).

**5.6 Instrument Procedure**

**5.6.1** If an instrument problem or error message occurs, the Forensic Scientist who discovers the problem shall document the problem in the activity/run log. If the problem cannot be immediately corrected, the Forensic Scientist shall mark the activity/run log to show that the instrument is out of service, notify the GC-MS Coordinator or designee and notify all other Forensic Scientists affected.

**5.6.2 Sample Preparation**

**5.6.2.1** Refer to the Drug Chemistry Section [Technical Procedure for Extractions and Separations](#).

**5.6.2.2** Evaluate and prepare samples prior to injection to avoid overloading and the introduction of extreme pH, oil, sugar and compounds known to be retained in the instrument.

**5.6.2.3** Solid samples shall be filtered with solvent to prevent particulate matter and undesired compounds from being introduced into the instrument (e.g., sugars). Particulate matter shall not be visible in an autosampler vial.

**5.6.2.4** Derivatizing agents may be used when needed.

**5.6.3 GC-MS Methods**

**5.6.3.1** When the standard methods are not appropriate to analyze a compound, a modified method may be used in accordance with the [Laboratory Procedure for Authorizing Deviations](#).

**5.6.3.1.1** In the event a new GC-MS method needs to be developed refer to the [Laboratory Procedure for Validation of Technical Procedures](#) and section **5.1.2** above

**5.6.3.2** Descriptions of specific method parameters are located in Appendix C and Appendix D.

**5.6.3.2.1** When GC-MS is being used as a screening technique, the GC method chosen shall screen for a wide variety of controlled substances, from phenethylamines to high molecular weight compounds such as JWH compounds and steroids.

**5.6.3.3** Splitless injections are generally not utilized, but may be used for sample solutions that did not provide successful identification of a compound using a 5:1 or higher split ratio.

**5.6.4 Sequences**

**5.6.4.1** The current date shall be used when naming a sequence. Sequences need not be archived.

**5.6.5 Instrument Files**

**5.6.5.1** Instrument file names shall include the year designation and the case file number to ensure that files from different years with the same file number are distinguishable.

**5.6.5.2** Instrument files associated with casework and performance checks shall not be deleted or overwritten.

**5.6.5.3** Instrument files shall be archived as outlined in **5.3.1**.

**5.6.6** Evaluate the chromatogram and spectra for peaks of interest.

**5.6.7** For sample runs used for identification, the case record shall contain:

- Total Ion Chromatogram (TIC) for the corresponding blank.
- Total Ion Chromatogram (TIC) for the sample.
- Mass spectra of peaks of interest.
- Expanded mass spectra of phenethylamines and other compounds as needed.
- Mass spectra of any reference material standards used for identification, its unique identifier, and the corresponding library search.
- When retention time is required for identification of a compound, the blank and standard TIC as well as the mass spectrum of the reference material shall be included. Retention times shall be indicated for comparison purposes.

**5.6.8** For sample runs not used for identification, the case record shall contain at least the following:

- Total Ion Chromatogram (TIC) for the corresponding blank.
- Total Ion Chromatogram (TIC) for the sample.

**5.6.9 Identification**

**5.6.9.1** The GC-MS provides retention time data and mass spectral data.

**5.6.9.2 Mass Spectral Identification**

**5.6.9.2.1** The sample mass spectrum shall be searched and compared to a reference collection of reference material mass spectra. Probability Based Matching (PBM) shall be used to aid the Forensic Scientist in the identification but shall not be used as the sole basis of identification.

**5.6.9.2.2** The mass spectrum must contain all of the major and diagnostic ions unique to the analyte.



**5.6.9.2.3** All ions with a relative intensity greater than 10 % of the base peak in the reference standard spectrum must be present in the sample spectrum.

**5.6.9.2.4** The presence of additional major ions in the mass spectrum is indicative of background noise or co-eluting substance. Isolate the source of the additional ions and subtract prior to searching the reference collection of reference material mass spectra.

**5.6.9.2.5** When methamphetamine or phentermine are confirmed utilizing GC-MS in conjunction with preliminary testing, the retention time of a single sample shall be compared to the retention time of the respective reference material according to **5.6.9.3.3**.

### **5.6.9.3 Retention Time (RT) Identification**

**5.6.9.3.1** Retention time data shall be required for the following:

- No preliminary tests are available for the substance identified by GC-MS.
- Sample size does not allow for additional testing, other than GC-MS.

**5.6.9.3.2** When sample size allows, a second sample shall be analyzed for mass spectral and retention time comparison purposes.

**5.6.9.3.3** The requirement for retention time identification shall be retention time which, when compared to a reference material standard, has a difference by 0.10 minute or less. The retention time may be determined by using an integrator in the ChemStation software or may be determined as the elution time at which the mass spectrum was collected.

**5.6.9.3.4** The reference material standard shall be run within thirty days before or after the case sample. If the reference material standard is a component of a monthly standard solution, then the retention time may be used for the month in which it was run plus the first seven calendar days of the following month. The interval between a sample and a standard injection shall not contain column maintenance.

**5.6.10 Reporting** - Refer to the Drug Chemistry Section [Technical Procedure for Drug Chemistry Analysis](#).

**5.7 Calculations** - N/A

**5.8 Uncertainty of Measurement** - N/A

## **6.0 Limitations**

- 6.1 The GC-MS methods described in this procedure shall not be used to distinguish between optical isomers.
- 6.2 Introduction of improperly prepared samples may lead to poor sensitivity and carryover.
- 6.3 The 500LOW Methods cannot separate the coelution of ethylone and alpha-Pyrrolidinopentiophenone (alpha-PVP). If these substances are encountered in combination in casework, other methods of isolation (such as derivatization) may need to be considered.

## 7.0 Safety

- 7.1 Refer to the State Crime Laboratory Safety Manual.
- 7.2 Handle syringes with care to avoid punctures.
- 7.3 Use extreme caution dismantling/installing/transporting compressed gas cylinders. Cylinders shall not be moved without the cylinder cap securely in place.
- 7.4 Gas Chromatograph and Mass Spectrometer may be extremely hot. Avoid touching hot areas and wear protective gloves while performing maintenance.

## 8.0 References

Agilent 6890 GC Instrument Manuals

Agilent 5973 and 5975 Instrument Manuals

Moffat, A.C., et al., eds. *Clarke's Isolation and Identification of Drugs*. 2<sup>nd</sup> Edition. London: Pharmaceutical Press, 1986.

Skoog, Douglas A., F. James Holler and Timothy A. Nieman. *Principles of Instrumental Analysis*. 5<sup>th</sup> Edition. Garcourt Brace & Company, 1998.

*Agilent GC-MSD ChemStation and Instrument Operation Student Manual Course Number H4043A Volume 1*, Revision E.02.xx. Agilent Technologies: printed February 2008.

## 9.0 Records

- GCMS Maintenance Log (see Section files for printable version)
- GCMS Activity Log (see Section files for printable version)
- Case Record

## 10.0 Attachments

- Appendix A
- Appendix B
- Appendix C
- Appendix D

Revision History		

Effective Date	Version Number	Reason
09/17/2012	1	Original Document Technical Procedure H-01 converted to ISO Standards.
10/26/2012	2	<p><b>5.3.1.2</b> Methandrostenolone and Testosterone Propionate shall be used for Monthly Performance check of HIGH temperature program.</p> <p><b>5.3.1.3</b> Codeine/hydrocodone standard solution mixture shall be run on LOW temperature program.</p> <p><b>5.3.1.8</b> Two steroids listed above shall be baseline resolved on HIGH program. Codeine/hydrocodone shall be baseline resolved on LOW temperature program.</p> <p><b>5.7.1</b> Time Difference Calculation, round to two decimal places:  Standard Retention Time – Sample Analyte Retention Time = Difference in Time (+/-)</p> <p><b>5.3.2.1</b> and <b>5.6.2.4</b> corrected typos</p>
02/15/2013	3	<p><b>2.0</b> Scope changed to include all three laboratories.</p> <p><b>4.1</b> Added GC type from Western Regional Laboratory</p> <p><b>4.2</b> Added additional column type, RTX-5</p> <p><b>5.1.2.2</b> Removed specifications regarding HIGH and LOW methods.</p> <p>Changed activity log to activity/run log throughout procedure.</p> <p><b>5.2.2.1</b> Corrected typo.</p> <p><b>5.2.3.4</b> Expanded time requirements for liner replacement to as needed, or every six months.</p> <p><b>5.2.3.5</b> Pump oil will be changed during preventative maintenance by service contract.</p> <p><b>5.2.3.6</b> Clean source when filaments are replaced.</p> <p><b>5.2.3.7</b> Monthly performance check requirement removed after gold seal is replaced.</p> <p><b>5.3.1.2 through 5.3.1.5</b> Remove specific drugs to be included in the multi-component standard solutions.</p> <p><b>5.3.1.6</b> Remove specifications for HIGH and LOW temperature programs.</p> <p><b>5.3.1.7</b> Add Print2PDF option.</p> <p><b>5.4.1</b> Instrument will not be tuned on days not in use.</p> <p><b>5.4.2</b> Referenced Appendix A and B for tune parameters.</p> <p><b>5.4.3</b> Wording of tune report made more generic to accommodate all three laboratories.</p> <p><b>(Original 5.4.4 through 5.4.8)</b> Sections moved to Appendix A.</p> <p><b>5.4.5</b> and <b>5.6.2.3</b> Added Print2PDF option.</p> <p><b>5.6.2.6</b> Archive every two years, or yearly depending on use.</p> <p><b>5.6.4.2</b> Removed specific methods. Methods now located at in Appendix C and Appendix D.</p> <p><b>5.6.9.3.1</b> 0.1 minute changed to 0.10 minute.</p>

		<b>Records</b> - Removed GC-MS Logbook <b>Attachments</b> – Added Appendices A thru D.
05/03/2013	4	<b>Definitions</b> – Added Probability Based Matching (PBM) <b>5.6.8</b> – Reworded and inserted additional criteria <b>5.6.9.2.1 - 5.6.9.2.5</b> – Reworded and inserted additional criteria <b>5.6.9.3.1 – 5.6.9.3.2</b> – Added additional criteria <b>5.6.9.3.3</b> - Added “reference” <b>Original 5.6.9.2.4</b> – Removed; Consolidated in <b>5.6.8</b> <b>5.7</b> – Removed requirement to show calculation in case file; retention time difference can be visually determined from data
05/10/2013	5	<b>5.5</b> - Revised name of Sampling Plan from Technical to Administrative Procedure
07/31/2013	6	<b>5.6.2.2, 5.6.2.2.1, 5.6.2.2.3</b> – Updated name of GCMS Activity Log <b>5.6.2.5</b> – Clarified logbook requirements when using Print2PDF option <b>9.0</b> – See “Section Files”
11/15/2013	7	Added issuing authority to header.
12/18/2013	8	<b>Original 5.6.3.4</b> – Removed paragraph that is covered in <a href="#">Origins Extractions and Separations of Drugs Training Procedure</a> <b>5.6.8</b> and <b>5.6.9</b> - Added clarification for addition of Blank/TIC for sample runs not used for identification <b>5.6.10.2.5</b> – Corrected line reference number <b>Appendix C</b> – Corrected typo on SCRIN 20 Final Temperature.
08/29/2014	9	<b>5.1.2 and all other references</b> – Changed GC-MS Key Operator to GC-MS Coordinator. <b>5.2.3.5</b> – Removed “(with preventive maintenance by service contract)” <b>5.6.4.2.1</b> – Added statement to clarify choice of GC Method when GC-MS is used as a screening technique.
02/27/2015	10	<b>5.2.3.2</b> – Modified septum change schedules for different laboratories. <b>5.2.3.5</b> – Change pump oil schedule to “at least twice a year.” <b>5.6.2.6</b> – Modified schedule and gave option for electronic storage of archived data. <b>Appendix C</b> – Changed “are” to “shall be” for when SCREEN Methods are to be used.
07/01/2016	11	<b>5.6.6.3</b> – Section removed. <b>Appendix D</b> – Adjust parameters of MS methods.
11/14/2016	12	<b>Header</b> – updated issuing authority <b>1.0</b> – Included GC model 7890A <b>3.0</b> – Added definitions of Primary and Secondary reference materials

		<p>4.2 – Included additional column specifics</p> <p>4.3 – Added acetone to list of reagents</p> <p>4.4 – Included Primary and Secondary reference materials</p> <p>5.1.3 – Moved original section 5.6.2 Logbook</p> <p>5.1.3.2 and 5.4.5 – Removed Print2PDF excess wording</p> <p>5.1.3.4 and 5.1.3.5 – Updated archive requirements for the logbook</p> <p>5.2.1 – Added requirement of maintenance documentation in FA</p> <p>5.2.1.1 – Added FA Action History documentation</p> <p>5.2.1.2 – Moved original section 5.2.4.2 and consolidated log book requirements</p> <p>5.2.2 – Changed line item reference from 5.3.1 to 5.3.2 and removed original section 5.2.2.2</p> <p>5.2.3.6 and 5.2.4.1.1 – Updated line item references from 5.3.1 to 5.3.2</p> <p>5.2.4.1.1. – Removed redundant information regarding standards run prior to column maintenance</p> <p>5.3.1 – Added new section referencing naming and saving of instrument files</p> <p>5.2.3.7 – Removed the word “required” referencing the monthly standard solution injections</p> <p>5.4.2 – Reworded to allow for stune or atune depending on laboratory requirements</p> <p>5.6.3.1.1 – Added section for GCMS method development</p> <p>5.6.4.1 – Reworded</p> <p>5.6.5 – changed data files to instrument files</p> <p>5.6.5.3 – Included line item reference for archiving instrument files</p> <p>5.6.7 – Clarified case record requirements when retention time is used to identify a compound</p> <p>5.6.9.2.5 – Updated line item reference from 5.6.10.3.3 to 5.6.9.3.3</p> <p>6.3 – Included limitation for the 500LOW Method</p> <p><b>Attachments</b> – Updated Appendix C to include 500LOW Method information and column dimensions. Added column dimensions to Appendix D</p>
--	--	---

## Appendix A

### **Raleigh and Triad Laboratories Standard Spectrum Tune Parameters**

1. The mass assignments of the three tuning masses shall be within  $\pm 0.2$  amu of 69.00, 219.00, and 502.00. If the deviation is larger than  $\pm 0.2$  amu, document the deviation on the tune and in the activity log. Perform another standard spectra tune. If the problem persists, document the deviation on the tune and in the activity log and notify the GC-MS Coordinator or designee. The instrument shall remain out of service until the problem is corrected.
2. The peak widths of the three tuning masses shall be  $0.55 \pm 0.10$  amu and the peaks shall generally be smooth and symmetrical. If the deviation is greater than 0.10 amu, document the deviation on the tune and in the activity log. Perform another standard spectra tune. If the problem persists, document the deviation on the tune and in the activity log and notify the GC-MS Coordinator or designee. The instrument shall remain out of service until the problem is corrected.
3. The base peak shall be identified as mass 69. The relative abundance ratio of mass 219 to mass 69 shall be within 40 – 85 % and the relative abundance ratio of mass 502 to mass 69 shall be within 2.0 – 5 %. If these requirements are not met, document the deviation on the tune and in the activity log. Perform another standard spectra tune. If the problem persists, document the deviation on the tune and in the activity log and notify the GC-MS Coordinator or designee. The instrument shall remain out of service until the problem is corrected.
4. The 70/69 isotopic ratio shall be from 0.5 – 1.6, the 220/219 ratio shall be from 3.2 – 5.4, and the 503/502 the ratio shall be from 7.9 – 12.3. If these requirements are not met, document the deviation on the tune and in the activity log. Perform another standard spectra tune. If the problem persists, document the deviation on the tune and in the activity log and notify the GC-MS Coordinator or designee. The instrument shall remain out of service until the problem is corrected.
5. The abundance of any peaks less than 69 amu shall not be greater than 10 % of the abundance of the base peak.
6. Peaks at 18, 28 or 32 amu are indicative of water, nitrogen and oxygen, respectively, and may indicate an air leak.
7. If an air leak is detected, the air leak shall be isolated and corrected and the tune repeated. Record the tunes and maintenance activity in the instrument logbook. If the problem persists, document the deviation on the tune and in the activity log and notify the GC-MS Coordinator or designee. The instrument shall remain out of service until the problem is corrected.

## Appendix B

### Western Regional Laboratory Auto Tune Parameters

1. The mass assignments of the three tuning masses shall be within +/- 0.2 amu of 69.00, 219.00, and 502.00. If the deviation is larger than +/- 0.2 amu, document the deviation in the run log. Perform another tune. If the problem persists, document the deviation in the run log and notify the GC-MS Coordinator or designee. The instrument shall remain out of service until the problem is corrected.
2. The peak widths of the three tuning masses shall be 0.55 +/- 0.10 amu and the peaks shall generally be smooth and symmetrical. If the deviation is greater than 0.10 amu, document the deviation in the run log. Perform another tune. If the problem persists, document the deviation in the run log and notify the GC-MS Coordinator or designee. The instrument shall remain out of service until the problem is corrected.
3. The base peak shall be identified as mass 69. The relative abundance ratio of mass 219 to mass 69 shall be within 70 – 150 % and the relative abundance ratio of mass 502 to mass 69 shall be greater than 3 %. If these requirements are not met, document the deviation in the run log. Perform another tune. If the problem persists, document the deviation in the run log and notify the GC-MS Coordinator or designee. The instrument shall remain out of service until the problem is corrected.
4. The 70/69 isotopic ratio shall be from 0.5 – 2.0, the 220/219 ratio shall be from 3.0 – 6.0, and the 503/502 the ratio shall be from 8.0 – 13.0. If these requirements are not met, document the deviation and in the run log. Perform another tune. If the problem persists, document the deviation in the run log and notify the GC-MS Coordinator or designee. The instrument shall remain out of service until the problem is corrected.
5. The abundance of any peaks less than 69 amu shall not be greater than 10 % of the abundance of the base peak.
6. Peaks at 18, 28 or 32 amu are indicative of water, nitrogen and oxygen, respectively, and may indicate an air leak.
7. If an air leak is detected, the air leak shall be isolated and corrected and the tune repeated. Record the tunes and maintenance activity in the instrument run logbook. If the problem persists, document the deviation in the run log and notify the GC-MS Coordinator or designee. The instrument shall remain out of service until the problem is corrected.

## Appendix C

### Raleigh and Triad Laboratories GC Method Parameters

Column dimensions: 30 m X 0.25 mm X 0.25 µm

**HIGH METHODS** – These methods are used for compounds that elute after 13min. in the screen method, e.g. buprenorphine, LSD, some steroids and some synthetic cannabinoids. Method run time is 25 min. and the sample injection is 1µL. Scan range is 40-500 amu. The following are the specific methods used:

**HIGH100** – 100 split, 1.00 minute initial time, 280 °C initial temperature, 10 °C/minute ramp, 300 °C final temperature, 22.00 minute final time, 25.00 minute total run time

**HIGH20** – 20 split, 1.00 minute initial time, 280 °C initial temperature, 10 °C/minute ramp, 300 °C final temperature, 22.00 minute final time, 25.00 minute total run time

**HIGH5** – 5 split, 1.00 minute initial time, 280 °C initial temperature, 10 °C/minute ramp, 300 °C final temperature, 22.00 minute final time, 25.00 minute total run time

**HIGHSL** – No split, 1.00 minute initial time, 280 °C initial temperature, 10 °C/minute ramp, 300 °C final temperature, 22.00 minute final time, 25.00 minute total run time

**LOW METHODS** – These methods are used for typical drug samples (cocaine/amphetamines/most opiates). It is used for compounds that elute before 13min. in the screen method. Method run time is 13min. and the sample injection is 1µL. Scan range is 40-500 amu. The following are the specific methods used:

**LOW100** - 100 split, 1.50 minute initial time, 100 °C initial temperature, 30 °C/minute ramp, 300 °C final temperature, 4.83 minute final time, 13.00 minute total run time

**LOW20** – 20 split, 1.50 minute initial time, 100 °C initial temperature, 30 °C/minute ramp, 300 °C final temperature, 4.83 minute final time, 13.00 minute total run time

**LOW5** – 5 split, 1.50 minute initial time, 100 °C initial temperature, 30 °C/minute ramp, 300 °C final temperature, 4.83 minute final time, 13.00 minute total run time

**LOWSL** – No split, 1.50 minute initial time, 100 °C initial temperature, 30 °C/minute ramp, 300 °C final temperature, 4.83 minute final time, 13.00 minute total run time

**SCREEN METHODS** – These methods shall be used to screen samples when a substance is NOT previously indicated. Method run time is 35min. and the sample injection is 1µL. Scan range is 40-500 amu. The following are the specific methods used:

**SCRN100** - 100 split, 1.50 minute initial time, 100 °C initial temperature, 30 °C/minute ramp, 300 °C final temperature, 26.83 minute final time, 35.00 minute total run time

**SCRN20** – 20 split, 1.50 minute initial time, 100 °C initial temperature, 30 °C/minute ramp, 300 °C final temperature, 26.83 minute final time, 35.00 minute total run time

**SCRN5** – 5 split, 1.50 minute initial time, 100 °C initial temperature, 30 °C/minute ramp, 300 °C final temperature, 26.83 minute final time, 35.00 minute total run time



**500LOW METHODS** – (To be used on an as needed basis) These methods are used to improve resolution between structurally similar compounds including but not limited to synthetic cannabinoids and phenethylamines. Method run time is approximately 28 minutes and the sample injection is 1uL. Scan range is 40-500amu. The following are the specific methods used:

**500LOW100** – 100 split, 2.00 minute initial time, 70 °C initial temperature, 15 °C / minute ramp, 275 °C final temperature, 12.00 minute final time, 27.67 minute total run time.

**500LOW20** – 20 split, 2.00 minute initial time, 70 °C initial temperature, 15 °C / minute ramp, 275 °C final temperature, 12.00 minute final time, 27.67 minute total run time.

**500LOW5** – 5 split, 2.00 minute initial time, 70 °C initial temperature, 15 °C / minute ramp, 275 °C final temperature, 12.00 minute final time, 27.67 minute total run time.

**500LOWSL** – No split, 2.00 minute initial time, 70 °C initial temperature, 15 °C / minute ramp, 275 °C final temperature, 12.00 minute final time, 27.67 minute total run time.

---

**Appendix D**

**Western Regional Laboratory GC Method Parameters**

**Column dimensions: 15 m X 0.25 mm X 0.25 µm**

**METHAUTO** – typically used for phenethylamines, cocaine, opiates, benzodiazepines and general use.

1 minute initial time  
70 °C initial temperature  
25 °C/minute  
250 °C final temperature  
7.8 minutes final time  
16 minutes total time  
Scan range = 40 – 450 amu

**ACIDAUTO** – typically used for LSD, buprenorphine, synthetic cannabinoids, and other late eluting and/or higher molecular weight compounds

1 minute initial time  
200 °C initial temperature  
25 °C/minute  
300 °C final temperature  
8.0 minutes final time  
13 minutes total time  
Scan range = 45 – 500 amu

**STRDAUTO** – typically used for steroids, synthetic cannabinoids, and other late eluting compounds

Isothermal 270 °C  
40 minutes total time  
Scan range = 45-500 amu