

Login Checklist

RQ- **2021 - 09 - 13 - 52**

Login Station ID: **# 3**

Shipping Method: **FedEx** | UPS | HD | Greyhound

Date/Time of Receipt: **10/27/2021 / 09:40**

*Cooler Temperature	Samples Frozen?	* All Samples in Cooler Preserved with		Number of Sample Containers in Cooler	Evidence Tape				Waybill Tracking #
					Present?		*Intact?		
	YES	HNO ₃	Formalin		Yes	No	Yes	No	
1.1C				4		X			5225 5541 1670

COOLER CHECK

***All samples received on ice unless otherwise noted. HNO3 and Formalin preserved samples do NOT have a temperature requirement.**

- If the temperature of a cooler exceeds 6.0 oC (above 10.0 oC for W-1-4-DIOX and microbiology) or received without ice, identify affected samples in an NCR. **NCR#** _____
- DOH coolers can exceed 2.0 °C above the standard temperature (6.0 or 10.0 °C for W-1-4-DIOX) without login confirmation from customer for samples requiring ice preservation; identify affected samples in an NCR. **NCR#** _____
- If cooler or samples are received with a damaged Evidence Seal; identify the affected samples in an NCR. **NCR#** _____
- If coolers or samples are received late; identify the affected samples in an NCR. **NCR#** _____

Chain of Custody/ Field Sheet(s) Included?

Yes **X** No _____

Micro-Biology Overflow Chain of Custody/ Field Sheet(s) Included?

Yes _____ No **X**

CONTAINER CHECK

Evidence Tape on Bottles? Yes _____ No _____ NA **X** Evidence Tape intact? Yes _____ No _____

If Criminal, photographs taken? Yes _____ No _____ Containers intact? Yes **X** No _____

Caps on tight? Yes **X** No _____

Sufficient Sample Volume: Yes **X** No _____

If **NO** is checked above, generate an NCR listing affected sample IDs in its appropriate category. **NCR#** _____

CHLORINE CHECK REQUIRED? (Blue dot on container)

Yes _____ No **X** Init: **ABS/**

Chlorine detected? (One container checked per Field ID)

Yes _____ No _____ Init: **ABS/**

If chlorine is detected, generate an NCR listing affected sample IDs . **NCR#** _____

PRESERVATION CHECK (EXCLUDING SAMPLES SENT TO OVERFLOW LABS "OV-")

ABS

****Acid Preserved Samples:** pH < 2.0? Yes **X** No _____ NA **X** Init: **ABS/**

****W-1-4-DIOX (Green dot on container)** preserved to pH < 4.0? Yes _____ No _____ NA **X** Init: **ABS**

If samples were not preserved correctly, generate an NCR listing affected sample IDs . **NCR#** _____

Coolers Unpacked/Checked by: **ABS/**

Date: **10/27/2021**

Event contains NCRs (Y/N)? **N**

Event ID:

**SFWMD - 2021 - 10 - 27 - 0 **

Login Checklist

Login Preservation Equipment

Lot # & Exp: Date

Additional Comments:

Infrared Thermometer ID:	IRTG # 3 EXP:10/19/2022
pH Test Strips 0 – 6	LOT # 223819AV EXP:08/30/2023
pH Paper 0 – 3	N/A
pH Paper 0 – 13	LOT 207621 EXP:03/15/2024
Chlorine Test Strips	0261 2023/05

ENCORE SAMPLES

S-VOC-MS samples in Encores must be frozen within 48 hours of collection.

Were Encore samples received? Yes _____ Init: ABS

Date and time placed in freezer _____

Were all samples placed in freezer within 48 hours of collection? Yes _____ No _____

If no, were samples shipped on dry ice? Yes _____ No _____

If S-VOC-MS samples were not preserved correctly, generate an NCR listing affected sample IDs . NCR# _____

FOR CLEAN LAB USE ONLY – Total Mercury Preservation Check(W-HG-AF;W-HG-AF-F):

Samples preserved within 48 hours? Yes _____ No _____

Date and time samples preserved: _____

Group: A	Bottle Type:	PT-50ML	# of Bottles: 4	Preservative:	ICE	Enter Number of Bottles Sent to Lab
BLOOM-ID						

Group: B	Bottle Type:	BG-250ML-WDMT H	# of Bottles: 4	Preservative:	ICE	Enter Number of Bottles Sent to Lab
W-MCYST-AA						

Date of Request: 30-AUG-2021
 Created By: RANKIN_A On: 30-AUG-2021
 Modified By: JASROTIA_P On: 31-AUG-2021
 Customer: SFWMD
 Project: BLOOM-RESP
 Division:
 District: Not Applicable
 Event Description: SFWMD Bloom Response--As Needed (WPB)

Send Coolers To:

Phone: 561-753-2400 ext. 4762
 SFWMD FOC
 8894 Belvedere Rd. B374
 West Palm Beach, FL 33411
 Attn: Michael Tompkins
 Cooler Ship Email: mtompkin@sfwmd.gov

Priority: 1
 Event Status: R
 Criminal Investigation: NO
 Chemistry Request Reviewed By: WATTS_J On: 31-AUG-2021
 Biology Request Reviewed By: JASROTIA_P On: 31-AUG-2021
 Sampling Kit Required: YES Ship on: 03-SEP-2021
 Sampling Kit Shipped: YES On: 02-SEP-2021
 Sampling Kit Packed By: SHAIK_A
 Preservatives Needed: NO
 Date to Receive Samples: 13-SEP-2021
 Logged In By: SHAIK_A On: 27-OCT-2021

Send Final Report To:

SFWMD
 8894 Belvedere Rd. B374
 West Palm Beach, FL 33411
 Attn: Mickael Tompkins
 Report Notification Email:
 mtompkin@sfwmd.gov; Kirby.Wolfe@FloridaDEP.gov; Jordan.Skaggs@FloridaDEP.gov

Comments: Please pack in 5 coolers.

Bottle Groups A/B: same event - Priority 1

Bottle Group A - Priority 1
 For algal dominant taxon.

Bottle Group B - Priority 1
 For toxin testing.

There are multiple bottles per Group in case multiple sample targets or sample locations are needed. Samplers use best professional judgement to decide which samples are appropriate to collect for a particular response. All sets of bottles do not have to be filled at one time.

Please print two copies of algal job labels at login.

Bottle Group A (Biological) With 20 Samples:

Bottle Type: PT-50ML Number of Bottles: 20 Preserved With: ICE
 BLOOM-ID Template: DEFAULT (SOP-AB05) Assessment of dominant algal taxa in bloom or mat sample

Bottle Group B (Water) With 20 Samples:

Bottle Type: BG-250ML-WDMTH Number of Bottles: 20 Preserved With: ICE
 W-MCYST-AA Template: (EPA 8321B) Microcystins in water matrices by HPLC/MS/MS

* - The laboratory is not NELAP certified for this analyte/method, or certification is not applicable.

