

Login Checklist

RQ-_____

Login Station ID: _____

Shipping Method: FedEx | UPS | HD | Greyhound

Date/Time of Receipt: _____

*Cooler Temperature	Samples Frozen?	* All Samples in Cooler Preserved with		Number of Sample Containers in Cooler	Evidence Tape				Waybill Tracking #
		YES	HNO ₃		Formalin	Present?		*Intact?	
	Yes					No	Yes	No	

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 _____ No _____

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

Yes _____ No _____

CONTAINER CHECK

Evidence Tape on Bottles?

Yes _____ No _____ NA _____

Evidence Tape intact? Yes _____ No _____

If Criminal, photographs taken?

Yes _____ No _____

Containers intact? Yes _____ No _____

Caps on tight?

Yes _____ No _____

Sufficient Sample Volume:

Yes _____ 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 _____ Init: _____

Chlorine detected? (One container checked per Field ID)

Yes _____ No _____ Init: _____

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

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

****Acid Preserved Samples:** pH< 2.0?

Yes _____ No _____ NA _____ Init: _____

****W-1-4-DIOX** (Green dot on container) preserved to pH<4.0?

Yes _____ No _____ NA _____ Init: _____

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

Coolers Unpacked/Checked by: _____

Date: _____ Event contains NCRs (Y/N)? _____

Event ID: _____

Login Checklist

Login Preservation Equipment

Lot # & Exp: Date

Additional Comments:

Infrared Thermometer ID:	
pH Test Strips 0 – 6	
pH Paper 0 – 3	
pH Paper 0 – 13	
Chlorine Test Strips	

ENCORE SAMPLES

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

Were Encore samples received? Yes _____ Init: _____

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: _____

Benchmark EnviroAnalytical, Inc
1711 12th Street East
Palmetto, FL 34221
941-723-9986
941-723-6061 Fax

PO# B77880

Client Information: DEP: SW-DIST

Address: 13051 N. Telecom Parkway

Tampa FL 33604

Phone # 815-470-5878

Report to: benjamin.paswater@dep.state.fl.us
DEP-Overflomicro@dep.state.fl.us

Invoice to: FDEP Micro Overflow

Project Name: **RQ-2022-** 02-21-39

Laboratory Submission #

22041691

Sample Name	Sample Type ¹ / Sample Matrix ²	Collection		Container			Preservative ⁴	Parameters for Analysis	Laboratory Sample #
		Date	Time	Qty	Capacity	Type ³			
G5SW0187	SW	04/27/2022	09 55	1	250mL	P	Plain (on Ice)	Enterococcus	1
	SW				250mL	P	Plain (on Ice)		
	SW				250mL	P	Plain (on Ice)		
	SW				250mL	P	Plain (on Ice)		
	SW				250mL	P	Plain (on Ice)		
	SW				250mL	P	Plain (on Ice)		
	SW				250mL	P	Plain (on Ice)		

1 "Sample Type" is used to indicate whether the sample was a grab (G) or whether it was a composite (C).
2 "Sample Matrix" is used to indicate whether the sample is being discharged to drinking water (DW), groundwater (GW), surface water (SW), fresh surface water (FSW), saline surface water (SSW), soil, sediment (SDMT), or sludge (SLDG).
3 "Container Type" is used to indicate whether the container is plastic (P) or glass (G).
4 Sample must be refrigerated or stored in wet ice after collection. The temperature during storage should be less than or equal to 6°C (42.8°F).
Under "Preservative," list any preservatives that were added to the sample container.

Instructions:
1. Each bottle has a label identifying sample ID, premeasured preservative contained in the bottle, sample type, client ID, and parameters for analysis.
2. The following information should be added to each bottle label after collection with permanent black ink: date and time of collection, sampler's name or initials, and any field number or ID.
3. All bottles not containing preservative may be rinsed with appropriate sample prior to collection.
4. The client is responsible for documentation of the sampling event. Please note special sampling events on the sample custody form.

Laboratory Sample Acceptability:

Temperature: 1.1°C

1	Collected / Relinquished By: <u>Sarah Meyer</u>	Date <u>04/27/22</u>	Time <u>1337</u>	Received By: <u>Nathan Hadsell</u>	Date <u>4-27-22</u>	Time <u>1337</u>
2	Relinquished By:	Date	Time	Received By:	Date	Time

Date of Request: 27-JAN-2022
 Created By: MEYER_S On: 27-JAN-2022
 Modified By: JASROTIA_P On: 03-FEB-2022
 Customer: SW-DIST
 Project: SMP
 Division:
 District: Southwest District
 Event Description: Pinellas Continuous Monitoring

Send Coolers To:

Phone: 813-470-5782
 FL Dept. of Environmental Protection
 13051 N. Telecom Parkway
 Temple Terrace, FL 33637-0926
 Attn: Sarah Meyer
 Cooler Ship EMail: sarah.meyer@dep.state.fl.us

Priority: 3
 Event Status: R
 Criminal Investigation: NO
 Chemistry Request Reviewed By: AYRES_J On: 03-FEB-2022
 Biology Request Reviewed By: JASROTIA_P On: 03-FEB-2022
 Sampling Kit Required: YES Ship on: 11-FEB-2022
 Sampling Kit Shipped: YES On: 08-FEB-2022
 Sampling Kit Packed By: KLUG_K
 Preservatives Needed: NO
 Date to Receive Samples: 21-FEB-2022
 Logged In By: MENZ_S On: 13-MAY-2022

Send Final Report To:

FL Dept. of Environmental Protection
 13051 N. Telecom Parkway
 Temple Terrace, FL 33637-0926
 Attn: Sarah Meyer
 Report Notification EMail:
 sarah.meyer@dep.state.fl.us;benjamin.paswater@dep.state.fl.us

Comments:**Bottle Group A (Water) With 2 Samples:**

Bottle Type: P-1L	Number of Bottles: 2	Preserved With: ICE
ALKALINITY	Template: DEFAULT	(SM 2320 B-2011) Alkalinity in aqueous matrices as mg CaCO ₃ /L
Total Alkalinity		
TURBIDITY	Template: DEFAULT	(EPA 180.1 Rev. 2.0) Turbidity in aqueous matrices
Turbidity		
W-F	Template: DEFAULT	(SM 4500-F- C-2011) Fluoride in aqueous matrices, without distillation (not valid for NPDES monitoring)
Fluoride		
W-TSS	Template: DEFAULT	(SM 2540 D-2011) Total Suspended Solids in aqueous matrices using a maximum of 250 mL of sample
TSS		
Bottle Type: BP-1L	Number of Bottles: 2	Preserved With: ICE
CHLSUITE-W	Template: DEFAULT	(SM 10200 H (mod.)) Phytoplankton chlorophyll-a corrected, uncorrected, and phaeophytin by spectrophotometry
Chlorophyll-a, Corrected		
Chlorophyll-a, Uncorrected		
Phaeophytin-a		
Bottle Type: P-250ML-WI-THI	Number of Bottles: 2	Preserved With: ICE
SW-BEA-ENQ	Template: DEFAULT	(Enterolert/QT) Enterococci by Enterolert/QT by BEA in Palmetto
Enterococci-Quanti-Tray		
Bottle Type: P-500ML	Number of Bottles: 2	Preserved With: ICE And H ₂ SO ₄
W-NH ₃	Template: DEFAULT	(EPA 350.1 Rev. 2.0) Ammonia in aqueous matrices as mg N/L
Ammonia-N		
W-NO ₂ NO ₃	Template: DEFAULT	(EPA 353.2 Rev. 2.0) Nitrite/Nitrate in aqueous matrices as mg N/L
NO ₂ NO ₃ -N		
W-S-A-TP	Template: DEFAULT	(EPA 365.1 Rev. 2.0) Total Phosphorus in aqueous matrices as mg P/L
Total-P		
W-TKN	Template: DEFAULT	(EPA 351.2 Rev. 2.0) Total Kjeldahl Nitrogen in aqueous matrices
Kjeldahl Nitrogen		
W-TOC	Template: DEFAULT	(SM 5310 B-2011) Nonpurgeable Organic Carbon in aqueous matrices

Bottle Group A (Water) With 2 Samples:

Bottle Type: P-500ML	Number of Bottles: 2	Preserved With: ICE And H2SO4
W-TOC	Template: DEFAULT	(SM 5310 B-2011) Nonpurgeable Organic Carbon in aqueous matrices
Organic Carbon		
Bottle Type: P-125ML	Number of Bottles: 2	Preserved With: FILTER-ICE
W-PO4-F	Template: DEFAULT	(EPA 365.1 Rev. 2.0) Ortho-phosphate, dissolved, in filtered, aqueous matrices as mg P/L
O-Phosphate-P		

Bottle Group B (Water) With 5 Samples:

Bottle Type: P-250ML-WI-THI	Number of Bottles: 5	Preserved With: ICE
SW-BEA-ENQ	Template: DEFAULT	(Enterolert/QT) Enterococci by Enterolert/QT by BEA in Palmetto
Enterococci-Quanti-Tray		