

FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION

FLORIDA GEOLOGICAL SURVEY



REPOSITORY SAMPLING POLICY

<http://www.dep.state.fl.us/geology>

**FLORIDA GEOLOGICAL SURVEY
POLICY FOR PROPOSED SAMPLING PROJECTS**

1. In order to conduct an investigation that requires destructive sampling of Florida Geological Survey (FGS) well cuttings, cores, core chips, or outcrop samples, a written proposal must be submitted to the FGS for approval. The *Project Proposal Form* and appropriate *Sample Request* forms shall be completed and included with the written proposal.
2. Per Florida's Sunshine Law, the project and results of investigation are public records and cannot be kept confidential.
3. The project must be carried to completion.
4. The research goals and the information that will be obtained must justify the destructive sampling of irreplaceable geologic samples.
5. The FGS reserves the right to retain any significant samples or fossils discovered during sampling.
6. The investigator collecting the samples must complete FGS sample tags with the requested information and place them in the sample boxes. The investigator shall provide a complete list of all samples taken, including depth and type of analyses.
7. If thin sections are made, they or a duplicate set shall be furnished to the FGS upon completion of the project. Remaining samples, sample fragments or products of other types of analyses must be returned to the collection.
8. Copies of findings shall be submitted to the FGS (e.g., thin section descriptions, chemical analyses, reports or publications including these). Students must submit a copy of any thesis or dissertation resulting from or including the proposed research.
9. Some proposed analyses may benefit from a "test run" to determine feasibility. In such cases, it may be possible to use one sample for a test analysis before a complete proposal is submitted. (Example: Heavy mineral analysis - a test run may indicate whether returns are sufficient enough to warrant further analyses).
10. Check with FGS staff to learn if thin sections, reports, results of analyses, etc., are already available. The sampling history for specified intervals will be evaluated for prior analyses to avoid duplicate testing. Duplicate testing requires compelling justification and may only be authorized by the Director and State Geologist. Every effort shall be made to preserve the sample collections.
11. Failure to abide by these policies will result in the project investigators and any agency being banned from the repository until such time as the terms of this agreement are upheld.

**FLORIDA GEOLOGICAL SURVEY
INSTRUCTIONS FOR WRITTEN PROPOSALS**

1. A written proposal should be complete and professional. Describe the project, include hypotheses, goals, previous work (if applicable), and an explanation of proposed analyses.
2. Provide details of sampling techniques, including the quantity of sample required for each type of proposed analysis.
3. Are thin sections, reports, results of analyses, etc., already available? Duplication of prior analyses will not be approved.
4. State the timeline for the project, including when project results will be provided and when remaining or leftover samples will be returned to the FGS.
5. Students must provide a supporting letter from a faculty advisor with associated contact information including telephone numbers and e-mail addresses.
6. Representatives of private companies shall provide a company profile and resumes or curriculum vitae for all investigators. The investigators and the company must accept the terms and abide by them.

It is not possible to cover all possibilities in these guidelines. Written proposals are evaluated by FGS staff upon submission, and further information may be required depending on the specific project. Final approval is at the discretion of the State Geologist. The FGS staff will be glad to answer any questions concerning these policies or a specific project. Please do not hesitate to call for additional information at (850) 617-0300.

Repository Contacts:

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Sample Type	Allowable Sub-Sample Volume	Minimum Archive Volume
3" or 4" Core	1 cubic inch of split core; more requires scientific justification; no more than one sample per 6" of core, no side-by-side plug samples; may not take samples such that continuous vertical section is interrupted	1/2 core
2" or smaller Core	1/4 diameter by 1/2" of split core; more requires scientific justification; no more than one sample per 6" of core, no side-by-side plug samples; may not take samples such that continuous vertical section is interrupted	1/2 core
Core chips	None if cuttings exist for the same interval; view only If no core or cuttings, max 3 grams per interval/chip.	15 grams
Cuttings	3 grams	15 grams, sum of washed, unwashed, and any duplicates
Thin Sections	n/a	n/a

**FLORIDA GEOLOGICAL SURVEY
PROJECT PROPOSAL FORM**

ATTACH THIS FORM TO THE FRONT OF THE PROPOSAL

PROJECT TITLE: _____

PRINCIPLE INVESTIGATOR:	
MAILING ADDRESS:	
CITY, STATE, ZIP CODE:	
E-MAIL ADDRESS:	
TELEPHONE NUMBERS:	

CO-INVESTIGATOR(S) IF ANY:	
MAILING ADDRESS:	
CITY, STATE, ZIP CODE:	
E-MAIL ADDRESS:	
TELEPHONE NUMBERS:	

FACULTY ADVISOR (IF STUDENT):	
MAILING ADDRESS:	
CITY, STATE, ZIP CODE:	
E-MAIL ADDRESS:	
TELEPHONE NUMBERS:	

BEGINNING DATE: _____ **PROJECTED COMPLETION DATE:** _____

PRINCIPAL INVESTIGATOR SIGNATURE

DATE

REPOSITORY MANAGER SIGNATURE

DATE

STATE GEOLOGIST SIGNATURE (IF REQUIRED)

DATE

Sample Request Form

[illegible]

* Requested samples must conform to FGS Repository Sampling Policy.