

Log-in 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				Tracking # Damaged waybills only
					Present?		*Intact?		
	YES	HNO ₃	Formalin		Yes	No	Yes	No	

* HNO3 and Formalin persevered samples do **NOT** have a temperature requirement. For all others, if the temperature of a cooler is above 6.0 °C (or above 10.0 °C for W-1-4-DIOX and microbiology), or if Evidence Seal is damaged. Identify the containers in the affected cooler(s) on back of this form. **DOH coolers can exceed 2.0 °C above standard temperature without customer notification/confirmation.**

****Note:** If “No” is checked below, fill out the back of this form (Field ID, Test IDs, etc.) and generate an **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 _____ **If yes, is it intact?** Yes _____ No _____

****Caps on tight?** Yes _____ No _____ ****Containers intact?** Yes _____ No _____

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

CHLORINE CHECK REQUIRED? (Blue dot on container) Yes _____ No _____ Init: _____

Check the Box marked “Yes” or “No” for the Presence of Chlorine. If Cl detected, an NCR is required.					
Analysis	Yes	No	Analysis	Yes	No
W-1,4 DIOX			W-PC-AA-SF		
W-E8321-DI, -MS, -21			W-NP-AA-SF		
W-BNA (-625, -R)			W-PDQUAT		
W-CARB-AA (-CAB-AA-R)			W-PCL-SQ-R		
W-U2060-MS			W-TR-TQ		
W-PCB-R			W-CT-CI-R		
W-PAH (-R)			W-PSNP-TQ		
W-PFAS-MS					

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: _____

Coolers Unpacked/Checked by: _____ **Date:** _____ **NCRs (Y/N)?** _____

Event ID: _____ **NCR #** _____

Log-in Checklist

Samples with Incorrect pH Preservation or presence of Chlorine

Field ID	Bottle Test ID(s)	pH / Cl	Action Taken

Samples in Coolers with Incorrect Preservation or Damaged Evidence Tape

Cooler ID	Field ID	Bottle Test ID(s)

Bottles Not Intact

Field ID	Bottle Test ID(s)	Loose Cap	Damaged Cap		Damaged Container		Evidence Tape Not Intact
			CK	BR	CK	BR	

Samples with Insufficient Volume for Analyses

Field ID	Bottle Test ID(s)	Action Taken

Additional Comments:

Infrared Thermometer ID:	
pH Paper 0.0 – 3.0 Lot #	
pH Paper 0 – 13 Lot #	
Chlorine Test Strips Lot #	

ENCORE SAMPLES

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

Were Encore samples received? Yes_____ No_____

Date and time placed in freezer _____

Were all samples placed in freezer within 48 hours of collection? Yes_____ If No_____

no, were samples shipped on dry ice? Yes_____ No_____

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: _____

Date of Request: 09-JUL-2020
 Created By: PARRISH_J On: 09-JUL-2020
 Modified By: JASROTIA_P On: 15-JUL-2020
 Customer: NE-DIST
 Project: SMP
 Division: Division of Environmental Assessment and Restoration
 District: Northeast District
 Event Description: Nassau North West

Send Coolers To:

Phone: 904-256-1700
 8800 Baymeadows Way West
 Suite 100
 Jacksonville, FL 32256
 Attn: Jeremy Parrish
 Cooler Ship EMail: Jeremy.M.Parrish@dep.state.fl.us

Priority: 3
 Event Status: R
 Criminal Investigation: NO
 Chemistry Request Reviewed By: WATTS_J On: 14-JUL-2020
 Biology Request Reviewed By: JASROTIA_P On: 15-JUL-2020
 Sampling Kit Required: YES Ship on: 28-JUL-2020
 Sampling Kit Shipped: YES On: 24-JUL-2020
 Sampling Kit Packed By: MCCOY_I
 Preservatives Needed: NO
 Date to Receive Samples: 03-AUG-2020
 Logged In By: RISK_T On: 02-SEP-2020

Send Final Report To:

8800 Baymeadows Way West
 Suite 100
 Jacksonville, FL 32256
 Attn: Jeremy Parrish
 Report Notification EMail: Jeremy.M.Parrish@dep.state.fl.us

Comments: Group A: (Surf.Fresh)Nutrients, Bacteria
 Group B:(Surf. Fresh)Bacteria

NE-ALS-ECQ

Packing Notes:
 None

Bottle Group A (Water) With 3 Samples:

Bottle Type: P-1L	Number of Bottles: 3	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-CL-IC	Template: DEFAULT	(EPA 300.0 Rev. 2.1) Chloride in aqueous matrices
Chloride		
W-COLOR	Template: DEFAULT	(SM 2120 B-2011) True Color measured at 450 nm (not valid for NPDES monitoring)
Color (true)		
W-F	Template: DEFAULT	(SM 4500 F-C-2011) Fluoride in aqueous matrices, without distillation (not valid for NPDES monitoring)
Fluoride		
W-SO4-IC	Template: DEFAULT	(EPA 300.0 Rev. 2.1) Sulfate in aqueous matrices
Sulfate		
W-TDS	Template: DEFAULT	(SM 2540 C-2011) Total Dissolved Solids in aqueous matrices
TDS		
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: 3	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		

Bottle Group A (Water) With 3 Samples:

Bottle Type: BP-1L	Number of Bottles: 3	Preserved With: ICE
CHLSUITE-W	Template: DEFAULT	(SM 10200 H (mod.)) Phytoplankton chlorophyll-a corrected, uncorrected, and phaeophytin by spectrophotometry
Phaeophytin-a		
Bottle Type: P-250ML-WI-THI	Number of Bottles: 3	Preserved With: ICE
NE-ALS-ECQ	Template: DEFAULT	(SM 9223 B Quanti-Tray) E. coli by Colilert/QT by ALS in Jacksonville
Escherichia Coli-Quanti-Tray		
Bottle Type: P-500ML	Number of Bottles: 3	Preserved With: ICE And H2SO4
W-NH3	Template: DEFAULT	(EPA 350.1 Rev. 2.0) Ammonia in aqueous matrices as mg N/L
Ammonia-N		
W-NO2NO3	Template: DEFAULT	(EPA 353.2 Rev. 2.0) Nitrite/Nitrate in aqueous matrices as mg N/L
NO2NO3-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
Organic Carbon		
Bottle Type: P-125ML	Number of Bottles: 3	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 1 Samples:

Bottle Type: P-250ML-WI-THI	Number of Bottles: 1	Preserved With: ICE
NE-ALS-ECQ	Template: DEFAULT	(SM 9223 B Quanti-Tray) E. coli by Colilert/QT by ALS in Jacksonville
Escherichia Coli-Quanti-Tray		