

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	No	Yes	No	
		HNO ₃	Formalin						

* 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: _____

Benchmark EnviroAnalytical, Inc.
1001 Corporate Ave. Suite 102
North Port, FL 34289
(941) 625-3137 / (941) 240-3071 fax

Client Name: FDEP
Address: 2600 Blair Stone Rd.
Tallahassee, FL, 32399
Phone: (850) 245-8085
Email: dep-overflowmicro@dep.state.fl.us

Bill to: Frances Moore
P.O. #: Lab B16970

Project Name: ⁶³ RQ-2019- RQ-2020-01-13-70

Laboratory Submission #:

520010261

Station ID	Surface Water Sample Matrix ² (Fresh / Marine) Sample Type	Enterococci E.coli (SM9223B Quantitray)			Laboratory Sample #
		E. coli = 250 mL ; Entero = 120 mL ; Fecal Coliform = 120 mL			
Little Altigator G3SD0071	F / M / Grab	E.coli	Entero	F.coli	1/14/20 1020
	F / M / Grab	E.coli	Entero	F.coli	Date & Time:
	F / M / Grab	E.coli	Entero	F.coli	Date & Time:
	F / M / Grab	E.coli	Entero	F.coli	Date & Time:
	F / M / Grab	E.coli	Entero	F.coli	Date & Time:
	F / M / Grab	E.coli	Entero	F.coli	Date & Time:
	F / M / Grab	E.coli	Entero	F.coli	Date & Time:
	F / M / Grab	E.coli	Entero	F.coli	Date & Time:
	F / M / Grab	E.coli	Entero	F.coli	Date & Time:
	F / M / Grab	E.coli	Entero	F.coli	Date & Time:
	F / M / Grab	E.coli	Entero	F.coli	Date & Time:

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 (SDMNTL) 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 maximum temperature during storage should be 4°C (41°F). Under "Preservative" list any preservatives that were added to the sample container.

⁵ Instructions:

1. Each bottle has a label identifying sample ID, preservative present (if 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:

pH < 2 : 0 BEAS Temperature: 4.8°C

1	Collection: Gary S. Sorell	Date: 1/14/20	Time: 1331	Received By: Melinda M. Murchant	Date: 1/14/20	Time: 1331
2	Relinquished by:	Date:	Time:	Received By:	Date:	Time:
3	Relinquished by:	Date:	Time:	Received By:	Date:	Time:
4	Relinquished by:	Date:	Time:	Received By:	Date:	Time:
5	Relinquished by:	Date:	Time:	Received By:	Date:	Time:

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Scanned by CamScanner

Date of Request: 14-JAN-2020
Created By: BARRINGT_J On: 14-JAN-2020
Modified By: JASROTIA_P On: 14-JAN-2020
Customer: SO-DIST
Project: SMP
Division: Division of Environmental Assessment and Restoration
District: South District
Sampling Event: Little Alligator Creek Ent

Send Coolers To:

Phone: 239-332-6975 SC 748-6975
FLDEP South District Office
2295 Victoria Ave. Suite 364
Fort Myers, FL 33901-3381
Attn: John Barrington

Program Module Number:
Priority: 3
Event Status: R
Criminal Investigation: NO
Chemistry Request Reviewed By:
Biology Request Reviewed By: JASROTIA_P On: 14-JAN-2020
Sampling Kit Required: NO Ship on:
Sampling Kit Shipped:
Sampling Kit Packed By:
Preservatives Needed: NO
Date to Receive Samples: 14-JAN-2020
Received By: MIRABITO_A On: 29-JAN-2020

Send Final Report To:

FLDEP South District Office
2295 Victoria Ave. Suite 364
Fort Myers, FL 33901-3381
Attn: John Barrington

Report Type: Final Only
FTP Data: NO
QC Report: YES
Date Log: NO
Authorization Log: NO

Comments: 1 Entero (Benchmark North Port)

Bottle Group A (Water) With 1 Samples:

Bottle Type: P-120ML-WC-THI Number of Bottles: 2 Preserved With: ICE
SD-BES-ENQ Template: DEFAULT (Enterolert/QT) Enterococci by Enterolert/QT by BEA South in North Port
Enterococci-Quanti-Tray