

WORK PLAN
for
SOIL INVESTIGATION, SUMMER 2005
VOC SOIL TO GW IMPACT
SITE 5 - FIRE TRAINING AREA
OPERABLE UNIT 4 (OU 4)

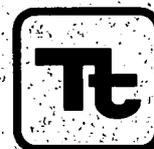
NAVAL AIR STATION
JOINT RESERVE BASE
WILLOW GROVE, PENNSYLVANIA



Engineering Field Activity Northeast
Naval Facilities Engineering Command

Contract No. N62472-03-D-0057
Contract Task Order 003

SEPTEMBER 2005



TETRA TECH NUS, INC.

WORK PLAN
for
SOIL INVESTIGATION, SUMMER 2005
VOC SOIL TO GW IMPACT
SITE 5 – FIRE TRAINING AREA
OPERABLE UNIT 4 (OU4)

NAVAL AIR STATION JOINT RESERVE BASE
WILLOW GROVE, PENNSYLVANIA

COMPREHENSIVE LONG-TERM
ENVIRONMENTAL ACTION NAVY (CLEAN) CONTRACT

Submitted to:
Engineering Field Activity Northeast
Environmental Branch, Code EV2
Naval Facilities Engineering Command
10 Industrial Highway, Mall Stop #82
Lester, Pennsylvania 19113-2090

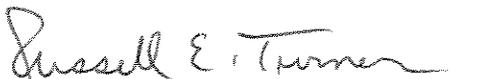
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600 Clark Avenue, Suite 3
King of Prussia, Pennsylvania 19406-1433

Contract No. N62472-03-D-0057
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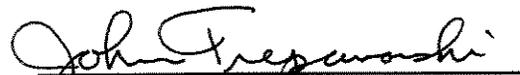
SEPTEMBER 2005

PREPARED UNDER DIRECTION OF:

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WORK PLAN FOR SOIL INVESTIGATION, SUMMER 2005
VOLATILE ORGANIC COMPOUND SOIL TO GROUNDWATER IMPACT
SITE 5 - FIRE TRAINING AREA SOIL
OPERABLE UNIT 4 (OU 4)
NAS JRB WILLOW GROVE, PENNSYLVANIA

INTRODUCTION

Tetra Tech NUS (TtNUS) has prepared this Work Plan for environmental site investigation of soils in the vicinity of Site 5 - Fire Training Area at the Naval Air Station Joint Reserve Base (NAS JRB) Willow Grove, Pennsylvania (Figure 1). This soil investigation is being carried out to confirm via updated sampling techniques that the previous analytical non-detections of volatile organic compounds (VOCs) from soil samples that were chosen because of elevated photoionization detector (PID) readings are valid. Environmental Protection Agency (EPA) has requested that these areas be resampled via the EnCore™ sampling technique (that was not available during the previous investigations) to confirm that VOCs are not present in the Site 1 soils. This Work Plan is a product based on discussions between EPA and the Navy on the soil to groundwater impact pathway at Site 5. The Navy has requested TtNUS to prepare this Work Plan to perform soil borings and obtain, analyze and validate soil samples at Site 5. This Work Plan was prepared under Contract Task Order No. 003 under Contract N62472-03-D-0057, Comprehensive Long-Term Environmental Action-Navy (CLEAN).

Site Description and Setting

NAS JRB Willow Grove, Pennsylvania is located in Horsham Township, Montgomery County in southeastern Pennsylvania, approximately 20 miles north of the city of Philadelphia (Figure 1). NAS JRB Willow Grove occupies approximately 1,000 acres of 1,200 acres the Department of Defense (DoD) maintains at the Air Station. The Willow Grove Air Reserve Station (ARS) occupies approximately 200 acres of land in the northeastern section of the Air Station and shares common facilities with the NAS JRB. Figure 1 shows the location of NAS JRB Willow Grove and ARS. The Air Station is comprised of flat to slightly rolling terrain and is generally bounded by State Route 611 to the east, State Route 463 to the southwest, and Keith Valley Road to the north.

The primary mission of NAS JRB Willow Grove is to provide support for operations involving aviation training activities and to train Navy reservists. NAS JRB Willow Grove supports DoD tenants such as the Marine Reserve, Pennsylvania Air National Guard and the Army Reserve, and shares facilities/services

with the Air Force Reserve. The base provides facilities, services, materials, and training in direct support of all assigned units. These units include anti-submarine warfare squadrons, a helicopter squadron, a fleet logistic support squadron, and other DoD units.

The Fire Training Area is located in the south-central portion of NAS JRB, approximately midway between Runway 10/28 and State Route 463 (Figures 1 and 2). The site is located immediately to the south of Taxiway Juliet and covers an irregularly shaped area of approximately 1.25 acres. The training area was used from 1942 to 1975 for large-scale firefighting exercises, which included the disposal and burning of flammable liquid wastes generated by the Naval Air Station. Wastes including solvents, paint chemicals, xylenes, toluene, and various petroleum compounds were consumed at the rate of at least 4,000 gallons per year in these firefighting exercises. The area was also reportedly used for the drum storage of these flammable materials during the periods between burning exercises.

The Fire Training Area is primarily covered by grasses, with some woody and brushy vegetation present within the southern portion of the area. The burn area is located in the south-central portion of the site. Two small ponds are immediately south of the former burning area. Additional site information can be found in the Remedial Investigation Report for Site 5 – Fire Training Area (Tetra Tech NUS, February 2002).

Background

The final RI report for Site 5, completed in February 2002, documented halogenated VOC contaminants in groundwater and a range of organic compounds mainly polynuclear aromatic hydrocarbons (PAHs) in limited site surface soils. After submission of the RI report, the Navy contracted for installation of an additional airport runway perimeter security fence. Part of the new security fencing was installed in or near the area of known PAH soil contamination. Additional PAH soil analysis was collected and analyzed in June 2004. The new PAH soil data was used to create an Action Memorandum and Cost Estimate for soil removal along the transport corridor and around the former burn ring. The soil removal at Site 5 is planned for the fall or early winter 2005.

The draft feasibility study (FS) completed for groundwater was also submitted for comment in February 2002. EPA and Restoration Advisory Board (RAB) comments requested that the Navy look further into another type of chemical or in situ treatment for groundwater. This issue is being dealt with separately in a revised FS for Site 5 groundwater.

The analytical data acquired to date indicates that the soils most highly impacted by VOCs occur in the vicinity of the former drum storage area. Regulators have noted that few VOCs have been detected in the vicinity of

the former burn ring, even though some soil borings near the ring exhibited elevated PID readings. Therefore, EPA has requested that certain locations be resampled, with the soils collected using the EnCore™ sampling technique, to determine if VOCs are present in areas where they have not been reported (the burn ring) and if their concentrations have been under-reported in areas that they have been detected (the drum storage area).

SUMMARY OF PLANNED FIELD INVESTIGATIONS

The objective of this study is to collect soil samples from the depth of highest PID reading(s), at total depth (i.e., the bedrock interface) or both. Six soil boring locations have been chosen (one at the former burn ring, one at the transport corridor, one at the former location 05SB15 and three at the former storage area around 05MW01 monitoring well cluster) and are shown on Figure 2. These sample locations are the product of discussions between the Navy and EPA during team meetings on July 6, 2005 and August 24, 2005, and are the locations from which the highest PID readings were detected during the previous work. Bedrock is encountered at approximately 20 feet below ground surface (bgs) at Site 5. The borings will be drilled to approximately 20 feet bgs (i.e., the bedrock interface) and two samples will be collected from each boring based on the best judgment of the field geologist using factors discussed below.

A field geologist will oversee drilling using direct push technology. Soil will be collected in a disposable acetate liner inside of a metal trough called a macrocore sampler. The macrocore sampler will be advanced in four foot sample intervals to an approximate depth of 20 feet. The field geologist will log the soil samples continuously using the Unified Soil Classification System (USCS) and sample logging standard operating procedure (SOP) in Appendix A.

Head space samples and analytical samples obtained using a hermetically sealed sample vial (EnCore™) will be collected every two feet and at suspect intervals where contamination is evident using visual and olfactory senses. Samples will be taken discretely using the EnCore™ method described in Appendix B (method SW-846 5035) and placed on ice. Three EnCore™ samples will be collected for each sample. The head space sample will be collected in a clean unpreserved driller's jar or laboratory jar, filling one-third of the jar. Place a new, intact piece of aluminum foil over the jar, shake jar being careful not to cut or disturb the foil cover and wait for 10 minutes before taking the head space reading with a PID. After head space readings have been logged the field geologist will decide which samples to submit for analysis. The samples will be sent to a Navy-certified laboratory to be analyzed for VOCs through laboratory method SW-846 8260B.

TtNUS will prepare a site specific Health and Safety Plan (HASP) similar to other HASPs used at NAS JRB Willow Grove. All work will be performed in accordance with the TtNUS site specific HASP and TtNUS SOPs. TtNUS SOPs that may be required for this field investigation are included in Appendix A.

For quality control, approximately two field duplicate sample (one per 10 samples), two equipment rinsate blanks (one per sampling day) and two trip blanks (one per cooler) will be analyzed for VOCs. Rinsate blanks will be collected through the macrocore sampler as follows: a new disposable acetate liner will be placed inside of the macrocore sleeve and the drive shoe will be attached; distilled water will be run through the acetate liner and drive shoe and collected in three hydrochloric acid (HCl) preserved sample vials.

Actual site sample locations will be agreed upon between the field geologist and a representative of the Navy. Boring locations will be surveyed prior to drilling if schedule permits. If surveying cannot be performed prior to drilling, TtNUS will use a steel tape to measure off of existing survey datums (e.g., fence and monitoring wells) to obtain the proposed drilling locations. After sampling is complete the boring locations will be marked for a subsequent land survey (if not surveyed prior to drilling) to obtain coordinates of the sample locations. TtNUS will inform Pennsylvania One Call of the planned investigation. Utility clearance at Site 5 will be the responsibility of the NAS JRB Willow Grove Civil Works Division. Actual intrusive activities will be limited to an estimated depth of 20 feet bgs (top of bedrock).

Upon completion of the borehole, soil generated during sampling, will be placed back into the borehole. Soils will be tamped every two feet or more if needed to ensure minimal voids in backfilling. If additional soils are needed, coarse bentonite chips will be used to a subsurface depth of six inches and native soils or store-bought topsoil will be used to grade. If the boring was drilled within a paved area place a bituminous coldpatch (minimum six inch thickness) flush with the pavement surface.

The TtNUS SOPs for direct push technology, borehole and sample logging, soil sampling, field documentation, utility locating and excavation clearance and decontamination of field equipment are included in Appendix A.

Soil Boring and Sample Nomenclature

Soil boring locations are presented on Figure 2. The proposed soil borings have been designated sample names 05SB51 through 05SB56. The soil boring nomenclature is described below:

- 05 = Site 5
- SB = Soil Boring
- 51 through 56 = soil boring sample designation

Sample nomenclature will include the soil boring location nomenclature above as well as the sample interval. For example a subsurface soil sample from boring 05SB51 collected at an interval of 4 to 5 feet bgs would be designated 05SB510405.

Field quality assurance/quality control (QA/QC) sample nomenclature will be designated using a different coding system. The QC code will consist of a three- to four- segment alpha-numeric code that identifies the sample QC type, the date the sample was collected, and the number of this type of QC sample collected on that date.

The QC types are identified as:

TB = Trip Blank

RB = Rinsate Blank (Equipment Blank)

FD = Field Duplicate

For example a QC sample (TB and RB) for the first rinsate blank of the day collected on August 23, 2005 would be designated as RB08230501.

The sampling time recorded on the Chain-of-Custody (COC) Form, labels and tags for duplicate samples will be 0000 so that the samples are “blind” to the laboratory. Notes detailing the sample number, time, date, and type will be recorded on the routine sample log sheets and will document the location of the duplicate sample (sample log sheets are not provided to the laboratory). Documentation for all other QC types (TB and RB) will be recorded on the QC Sample Log Sheet (see SOP on Field Documentation).

Field Decontamination

Field personnel will use disposable gloves that are changed before and after each sample is collected. Samples will be collected using EnCore™ samplers, not requiring decontamination prior to use. Other field equipment used during sampling will be decontaminated before field sampling, between samples and after sampling activities. Field equipment to be decontaminated includes but is not limited to: direct push macrocore samplers, acetate liner opener, rods and stainless steel trowels/spoons (unless disposable trowels are used). The following decontamination steps will be followed when sampling for VOCs:

- Alconox or liquinox detergent solution wash.
- Potable water rinse.
- Pesticide grade isopropanol rinse.
- Deionized water rinse.
- Air dry.

Investigative Derived Waste

Investigative derived wastes, including extra soil generated from sampling and decontamination fluids, will be handled and disposed as discussed below.

Surplus soil generated during sampling will be placed back at the point of generation. Soil from excess EnCore™ samples not being submitted for laboratory analysis will be emptied onsite at the point of generation. Decontamination fluids will be containerized and disposed in the sanitary sewer for ultimate treatment at the onsite waste water treatment plant (WWTP).

Survey

TtNUS is responsible for supplying the Navy with surveyed locations. The horizontal locations of the 6 soil borings will be measured and recorded by a land surveyor licensed in the Commonwealth of Pennsylvania. The survey will be to the nearest 0.1 foot tied to a permanent monument or site monitoring well.

Laboratory

The samples will be analyzed using EPA SW-846 methodologies at a Navy-certified laboratory. The laboratory must meet Navy requirements and must produce a complete data package as described in the following sections and Appendix C. The required laboratory analytical detection limits for target compounds for Site 5 soils are presented in Appendix D. The detection limits were chosen based on the lowest value from the following criteria: Pennsylvania statewide health standards (MSCs) for soil-to-groundwater, Region 3 soil-to-groundwater soil screening levels (SSLs) and typical laboratory method detection limits.

Data Validation

An initial review will consist of checking procedures utilized in the field, ensuring field meters and instruments were properly calibrated, verifying the accuracy of transcriptions and comparing data obtained in the field to historic measurements.

An internal review of analytical data will be the responsibility of TtNUS QC personnel. The analyst will initiate the data review process by examining and accepting the data. The data reviewer will then review the completed data package. The data reviewer will provide a technical review for accuracy and precision according to the methods employed and laboratory protocols.

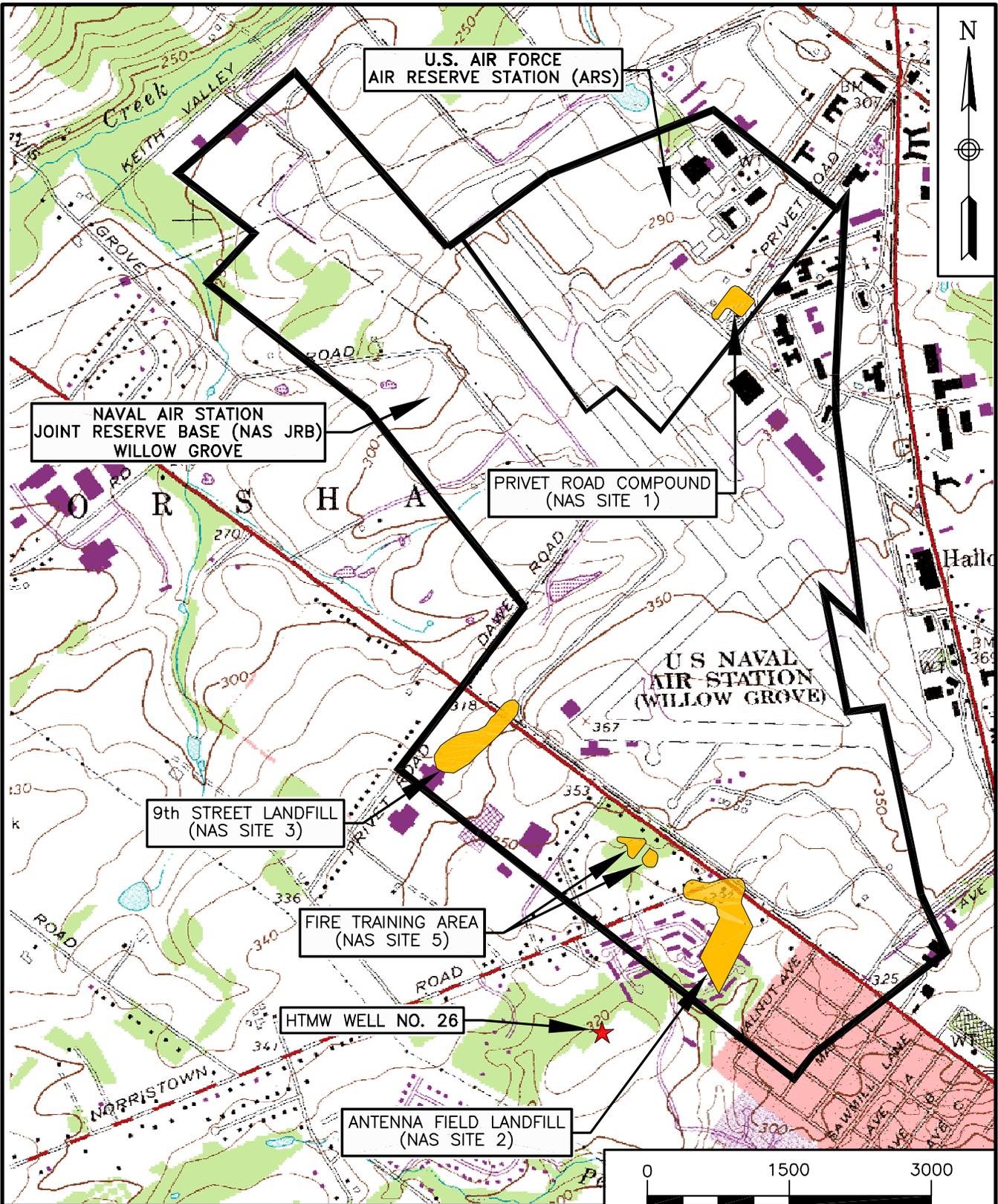
The data reviewer will also review for completeness of the data package (i.e., all pertinent information is included, all appropriate forms are signed and dated, calculations are correct, and holding times and QC sample acceptance criteria have been met). A final review of the data will be provided by the laboratory project manager to ensure that the data package meets the client's specifications. The analytical data delivered to TtNUS will include a narrative, copies of the COC forms, method summary and references, summary of laboratory identification numbers, receipt logs, extraction and analysis logs, analytical results, QC results, and raw data. The laboratory will deliver the analytical data as a hardcopy and electronic diskette further described in the electronic deliverable data (EDD) section and Appendix C.

Validation of 100 percent (%) of the laboratory data will be performed by TtNUS. Validation (M3) will be based on EPA Region 3, "Region 3 Modifications to National Functional guidelines for Organic Data Review Multi-Media, Multi-Concentration" (USEPA, September 1994). M3 (for organics) levels of review are equivalent to the full validation according to current Region 3 functional guidelines. Results will include a data summary, narrative, Form Is, and support documentation. The TtNUS SOP for data validation is included in Appendix A and will be used as a minimal guideline. TtNUS will provide the Navy with a complete hardcopy data package as an appendix to the soils investigation report. The data package will include a data summary (tabular format), complete data package from the laboratory discussed above and validation forms performed by TtNUS.

Electronic Data Deliverable (EDD)

The Navy-certified laboratory will provide TtNUS an EDD that is produced using the specifications found in Appendix C.

FIGURES



BASE MAP IS A PORTION OF THE AMBLER, PA U.S.G.S. 7.5 MINUTE QUADRANGLE MAP, DATED 1963, PHOTOREVISED IN 1983.

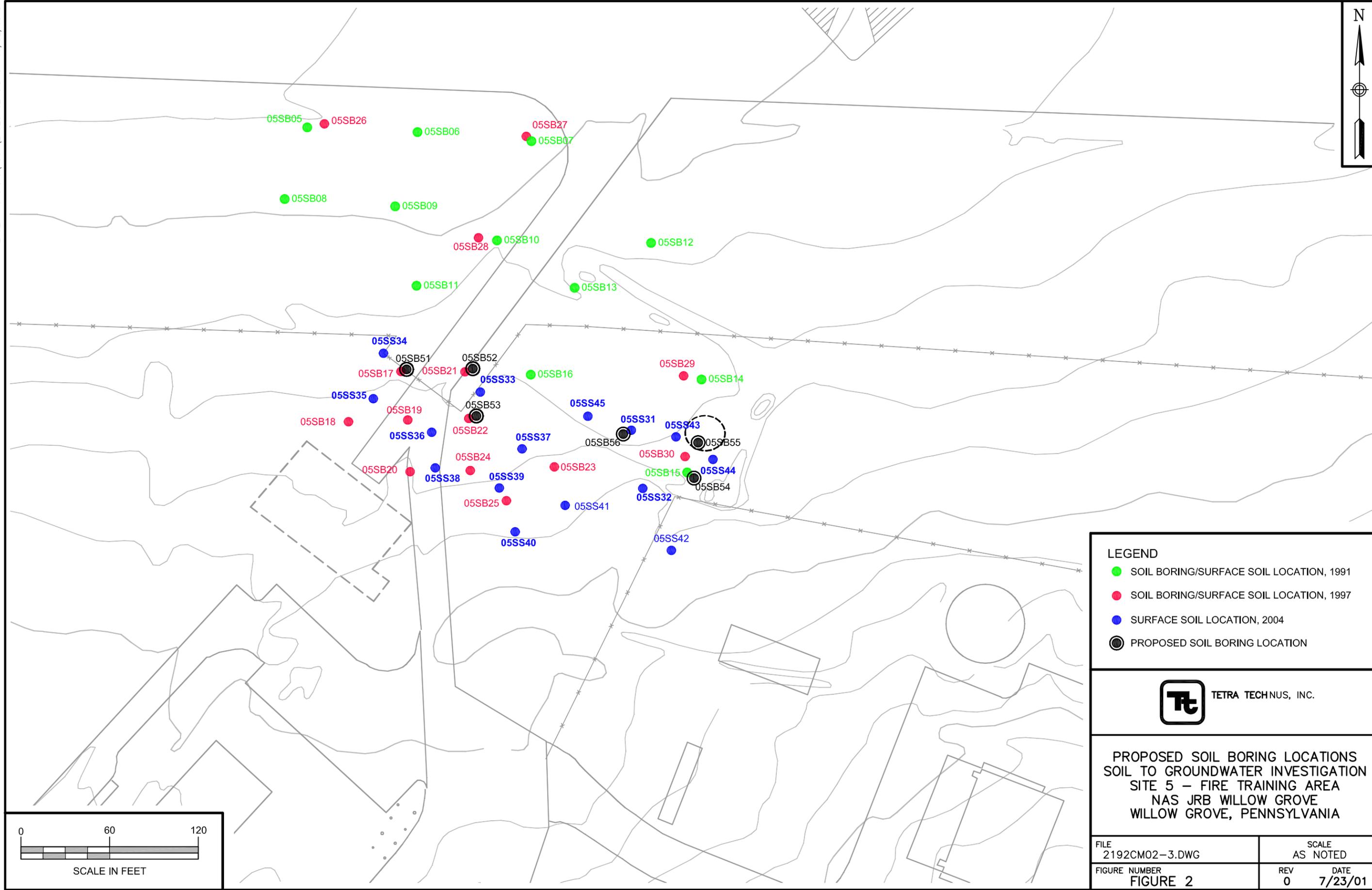


SCALE IN FEET



LOCATION OF RI SITES
 NAS JRB WILLOW GROVE
 WILLOW GROVE, PENNSYLVANIA

SCALE AS NOTED	
FILE 2192CM01.DWG	
REV 0	DATE 09/07/05
FIGURE NUMBER FIGURE 1	

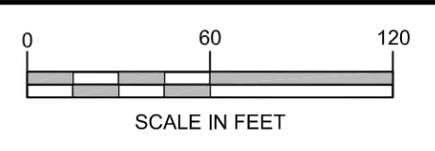


LEGEND

- SOIL BORING/SURFACE SOIL LOCATION, 1991
- SOIL BORING/SURFACE SOIL LOCATION, 1997
- SURFACE SOIL LOCATION, 2004
- ⊙ PROPOSED SOIL BORING LOCATION



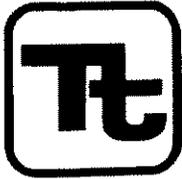
**PROPOSED SOIL BORING LOCATIONS
SOIL TO GROUNDWATER INVESTIGATION
SITE 5 – FIRE TRAINING AREA
NAS JRB WILLOW GROVE
WILLOW GROVE, PENNSYLVANIA**



FILE 2192CM02-3.DWG	SCALE AS NOTED
FIGURE NUMBER FIGURE 2	REV DATE 0 7/23/01

APPENDIX A

TTNUS STANDARD OPERATING PROCEDURES



TETRA TECH NUS, INC.

STANDARD OPERATING PROCEDURES

Number	SA-2.5	Page	1 of 6
Effective Date	09/03	Revision	3
Applicability	Tetra Tech NUS, Inc.		
Prepared	Earth Sciences Department		
Approved	D. Senovich <i>[Signature]</i>		

Subject DIRECT PUSH TECHNOLOGY
(GEOPROBE®/HYDROPUNCH™)

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1.0 PURPOSE

The purpose of this procedure is to provide general reference information on Direct Push Technology (DPT). DPT is designed to collect soil, groundwater, and soil gas samples without using conventional drilling techniques. The advantage of using DPT over conventional drilling includes the generation of little or no drill cuttings, sampling in locations with difficult accessibility, reduced overhead clearance requirements, no fluid introduction during probing, and typical lower costs per sample than with conventional techniques. Disadvantages include a maximum penetration depth of approximately 15 to 40 feet in dense soils (although it may be as much as 60 to 80 feet in certain types of geological environments), reduced capability of obtaining accurate water-level measurements, and the inability to install permanent groundwater monitoring wells. The methods and equipment described herein are for collection of surface and subsurface soil samples and groundwater samples. Soil gas sampling is discussed in SOP SA-2.4.

2.0 SCOPE

This procedure provides information on proper sampling equipment and techniques for DPT. Review of the information contained herein will facilitate planning of the field sampling effort by describing standard sampling techniques. The techniques described shall be followed whenever applicable, noting that site-specific conditions or project-specific plans may require adjustments in methodology.

3.0 GLOSSARY

Direct Push Technology (DPT) - DPT refers to sampling tools and sensors that are driven directly into the ground without the use of conventional drilling equipment. DPT typically utilizes hydraulic pressure and/or percussion hammers to advance the sampling tools. A primary advantage of DPT over conventional drilling techniques is that DPT results in the generation of little or no investigation derived waste.

Geoprobe® - Geoprobe® is a manufacturer of a hydraulically-powered, percussion/probing machines utilizing DPT to collect subsurface environmental samples. Geoprobe® relies on a relatively small amount of static weight (vehicle) combined with percussion as the energy for advancement of a tool string. The Geoprobe® equipment can be mounted in a multitude of vehicles for access to all types of environmental sites.

HydroPunch™ - HydroPunch™ is a manufacturer of stainless steel and Teflon® sampling tools that are capable of collecting representative groundwater and/or soil samples without requiring the installation of a groundwater monitoring well or conventional soil boring. HydroPunch™ is an example of DPT sampling equipment.

Flame Ionization Detector (FID) - A portable instrument for the measurement of many combustible organic compounds and a few inorganic compounds in air at parts-per million levels. The basis for the detection is the ionization of gaseous species utilizing a flame as the energizing source.

Photo Ionization Detector (PID) - A portable instrument for the measurement of many combustible organic compounds and a few inorganic compounds in air at parts-per million levels. The basis for the detection is the ionization of gaseous species utilizing ultraviolet radiation as the energizing source.

4.0 RESPONSIBILITIES

Project Manager - The Project Manager is responsible for selecting and/or reviewing the appropriate DPT drilling procedure required to support the project objectives.

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Field Operations Leader (FOL)- The FOL is primarily responsible for performing the DPT in accordance with the project-specific plan.

5.0 SOIL SAMPLING PROCEDURES

5.1 General

The common methodology for the investigation of the vadose zone is soil boring drilling and soil sampling. However, drilling soil borings can be very expensive. Generally the advantage of DPT for subsurface soil sampling is the reduced cost of disposal of drilling cuttings and shorter sampling times.

5.2 Sampling Equipment

Equipment needed for conducting DPT drilling for subsurface soil sampling includes, but is not limited to, the following:

- Geoprobe® Sampling Kit
- Cut-resistant gloves
- 4-foot x 1.5-inch diameter macrocore sampler
- Probe sampling adapters
- Roto-hammer with 1.5-inch bit
- Disposable acetate liners for soil macrocore sampler
- Cast aluminum or steel drive points
- Geoprobe® AT-660 Series Large Bore Soil Sampler, or equivalent
- Standard decontamination equipment and solutions

For health and safety equipment and procedures, follow the direction provided in the Safe Work Permit in Attachment 1, or the more detailed directions provided in the project's Health and Safety Plan.

5.3 DPT Sampling Methodology

There are several methods for the collection of soil samples using DPT drilling. The most common method is discussed in the following section. Variations of the following method may be conducted upon approval of the Project Manager in accordance with the project-specific plan.

- Macrocore samplers fitted with detachable aluminum or steel drive points are driven into the ground using hydraulic pressure. If there is concrete or pavement over a sampling location, a Roto-hammer is used to drill a minimum 1.5-inch diameter hole through the surface material. A Roto-hammer may also be used if very dense soils are encountered.
- The sampler is advanced continuously in 4-foot intervals or less if desired. No soil cuttings are generated because the soil which is not collected in the sampler is displaced within the formation.
- The sampler is retracted from the hole, and the 4-foot continuous sample is removed from the outer coring tube. The sample is contained within an inner acetate liner.
- Attach the metal trough from the Geoprobe® Sampling Kit firmly to the tail gate of a vehicle. If a vehicle with a tail gate is not available, secure the trough on another suitable surface.
- Place the acetate liner containing the soils in the trough.

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- While wearing cut-resistant gloves (constructed of leather or other suitable material), cut the acetate liner through its entire length using the double-bladed knife that accompanies the Geoprobe® Sampling Kit. Then remove the strip of acetate from the trough to gain access to the collected soils. Do not attempt to cut the acetate liner while holding it in your hand.
- Field screen the sample with an FID or PID, and observe/examine the sample (according to SOP GH-1.3). If appropriate, transfer the sample to sample bottles for laboratory analysis. If additional volume is required, push an additional boring adjacent to the first and composite/mix the same interval. Field compositing is usually not acceptable for sample requiring volatile organics analysis.
- Once sampling has been completed, the hole is backfilled with bentonite chips or bentonite cement grout, depending upon project requirements. Asphalt or concrete patch is used to cap holes through paved or concrete areas. All holes should be finished smooth to existing grade.
- In the event the direct push van/truck cannot be driven to a remote location or a sampling location with difficult accessibility, sampling probes may be advanced and sampled manually or with air/electric operated equipment (e.g., jack hammer).
- Sampling equipment is decontaminated prior to collecting the next sample.

6.0 GROUNDWATER SAMPLING PROCEDURES

6.1 General

The most common methodology for the investigation of groundwater is the installation and sampling of permanent monitoring wells. If only groundwater screening is required, the installation and sampling of temporary well points may be performed. The advantage of temporary well point installation using DPT is reduced cost due to no or minimal disposal of drilling cuttings and well construction materials, and shorter installation/times sampling.

Two disadvantages of DPT drilling for well point installation are:

- In aquifers with low yields, well points may have to be sampled without purging or development.
- If volume requirements are high, this method can be time consuming for low yield aquifers.

6.2 Sampling Equipment

Equipment needed for temporary well installation and sampling using DPT includes, but is not limited, to the following:

- 2-foot x 1-inch diameter mill-slotted (0.005 to 0.02-inch) well point
- Connecting rods
- Roto-hammer with 1.5-inch bit
- Mechanical jack
- 1/4-inch OD polyethylene tubing
- 3/8-inch OD polyethylene tubing
- Peristaltic pump
- Standard decontamination equipment and solutions

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6.3 DPT Temporary Well Point Installation and Sampling Methodology

There are several methods for the installation and sampling of temporary well points using DPT. The most common methodology is discussed below. Variations of the following method may be conducted upon approval of the Project Manager in accordance with the project specific plan.

- A 2-foot x 1-inch diameter mill-slotted (0.005 to 0.02-inch) well point attached to connecting rods is driven into the ground to the desired depth using a rotary electric hammer or other direct push drill rig. If there is concrete or pavement over a sampling location, a Roto-hammer or electric coring machine is used to drill a hole through the surface material.
- The well point will be allowed to equilibrate for at least 15 minutes, after which a measurement of the static water level will be taken. The initial measurement of the water level will be used to assess the amount of water which is present in the well point and to determine the amount of silt and sand infiltration that may have occurred.
- The well point will be developed using a peristaltic pump and polyethylene tubing to remove silt and sand which may have entered the well point. The well point is developed by inserting polyethylene tubing to the bottom of the well point and lifting and lowering the tubing slightly while the pump is operating. The pump will be operated at a maximum rate of approximately 2 liters per minute. After removal of sediment from the bottom of the well point, the well point will be vigorously pumped at maximum capacity until discharge water is visibly clear and no further sediments are being generated. Measurements of pH, specific conductance, temperature, and turbidity shall be recorded every 5 to 10 minutes during the purging process. After two consistent readings of pH, specific conductance, temperature and turbidity (± 10 percent), the well may be sampled.
- A sample will be collected using the peristaltic pump set at the same or reduced speed as during well development. Samples (with the exception of the samples to be analyzed for volatile organic compounds, VOCs) will be collected directly from the pump discharge. Sample containers for VOCs will be filled by (first shutting off the pump) crimping the discharge end of the sample tubing when filled, removing the inlet end of the sample tubing from the well, suspending the inlet tubing above the vial, and allowing water to fill each vial by gravity flow.
- Once the groundwater sample has been collected, the connecting rods and well point will be removed from the hole with the direct push rig hydraulics. The hole will be backfilled with bentonite chips or bentonite cement grout, depending upon project requirements. Asphalt or concrete patch will be used to cap holes through paved or concrete areas. All holes will be finished smooth to existing grade.
- In the event the direct push van/truck cannot be driven to a remote location or sampling location with difficult accessibility, sampling probes may be advanced and sampled manually or with air/electric-operated equipment (e.g., jack hammer).
- Decontaminate the equipment before moving to the next location.

7.0 **RECORDS**

A record of all field procedures, tests, and observations must be recorded in the field logbook, boring logs, and sample log sheets, as needed. Entries should include all pertinent data regarding the investigation. The use of sketches and field landmarks will help to supplement the investigation and evaluation.

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**ATTACHMENT 1
SAFE WORK PERMIT FOR DPT OPERATIONS**

Permit No. _____ Date: _____ Time: From _____ to _____

SECTION I: General Job Scope

- I. Work limited to the following (description, area, equipment used): **Monitoring well drilling and installation through direct push technology**
- II. Required Monitoring Instruments: _____
- III. Field Crew: _____
- IV. On-site Inspection conducted Yes No Initials of Inspector TINUS

SECTION II: General Safety Requirements (To be filled in by permit issuer)

- V. Protective equipment required
 - Level D Level B
 - Level C Level A
 - Detailed on Reverse
- Respiratory equipment required
 - Full face APR
 - Half face APR
 - SKA-PAC SAR
 - Skid Rig
- Escape Pack
- SCBA
- Bottle Trailer
- None

Level D Minimum Requirements: Sleeved shirt and long pants, safety footwear, and work gloves. Safety glasses, hard hats, and hearing protection will be worn when working near or sampling in the vicinity of the DPT rig.

Modifications/Exceptions.

VI. Chemicals of Concern	Action Level(s)	Response Measures
_____	_____	_____

VII. Additional Safety Equipment/Procedures

- | | | |
|---|---|--|
| Hard-hat..... | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | Hearing Protection (Plugs/Muffs) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Safety Glasses | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | Safety belt/harness <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| Chemical/splash goggles | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | Radio <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| Splash Shield | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | Barricades <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Splash suits/coveralls | <input type="checkbox"/> Yes <input type="checkbox"/> No | Gloves (Type - _____) <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Steel toe Work shoes or boots <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | | Work/warming regimen <input type="checkbox"/> Yes <input type="checkbox"/> No |

Modifications/Exceptions: Reflective vests for high traffic areas.

VIII. Procedure review with permit acceptors

- | | Yes | NA | Yes | NA |
|--|-------------------------------------|-------------------------------------|--------------------------|--------------------------|
| Safety shower/eyewash (Location & Use)..... | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Daily tail gate meetings..... | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Contractor tools/equipment/PPE inspected | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Emergency alarms | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Evacuation routes | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Assembly points | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

IX. Site Preparation

- Utility Clearances obtained for areas of subsurface investigation Yes No
- Physical hazards removed or blockaded Yes No
- Site control boundaries demarcated/signage Yes No

X. Equipment Preparation

- | | Yes | NA |
|--|--------------------------|-------------------------------------|
| Equipment drained/depressurized..... | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Equipment purged/cleaned..... | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Isolation checklist completed..... | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Electrical lockout required/field switch tested | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Blinds/misalignments/blocks & bleeds in place | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Hazardous materials on walls/behind liners considered..... | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

XI. Additional Permits required (Hot work, confined space entry). Yes No
If yes, complete permit required or contact Health Sciences, Pittsburgh Office

XII. Special instructions, precautions:

Permit Issued by: _____ Permit Accepted by: _____



TETRA TECH NUS, INC.

STANDARD OPERATING PROCEDURES

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Effective Date 06/99	Revision 1
Applicability Tetra Tech NUS, Inc.	
Prepared Earth Sciences Department	
Approved D. Senovich <i>[Signature]</i>	

Subject
BOREHOLE AND SAMPLE LOGGING

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1.0 PURPOSE

The purpose of this document is to establish standard procedures and technical guidance on borehole and sample logging.

2.0 SCOPE

These procedures provide descriptions of the standard techniques for borehole and sample logging. These techniques shall be used for each boring logged to provide consistent descriptions of subsurface lithology. While experience is the only method to develop confidence and accuracy in the description of soil and rock, the field geologist/engineer can do a good job of classification by careful, thoughtful observation and by being consistent throughout the classification procedure.

3.0 GLOSSARY

None.

4.0 RESPONSIBILITIES

Site Geologist. Responsible for supervising all boring activities and assuring that each borehole is completely logged. If more than one rig is being used on site, the Site Geologist must make sure that each field geologist is properly trained in logging procedures. A brief review or training session may be necessary prior to the start up of the field program and/or upon completion of the first boring.

5.0 PROCEDURES

The classification of soil and rocks is one of the most important jobs of the field geologist/engineer. To maintain a consistent flow of information, it is imperative that the field geologist/engineer understand and accurately use the field classification system described in this SOP. This identification is based on visual examination and manual tests.

5.1 Materials Needed

When logging soil and rock samples, the geologist or engineer may be equipped with the following:

- Rock hammer
- Knife
- Camera
- Dilute hydrochloric acid (HCl)
- Ruler (marked in tenths and hundredths of feet)
- Hand Lens

5.2 Classification of Soils

All data shall be written directly on the boring log (Figure 1) or in a field notebook if more space is needed. Details on filling out the boring log are discussed in Section 5.5.

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5.2.1 USCS Classification

Soils are to be classified according to the Unified Soil Classification System (USCS). This method of classification is detailed in Figure 1 (Continued).

This method of classification identifies soil types on the basis of grain size and cohesiveness.

Fine-grained soils, or fines, are smaller than the No. 200 sieve and are of two types: silt (M) and clay (C). Some classification systems define size ranges for these soil particles, but for field classification purposes, they are identified by their respective behaviors. Organic material (O) is a common component of soil but has no size range; it is recognized by its composition. The careful study of the USCS will aid in developing the competence and consistency necessary for the classification of soils.

Coarse-grained soils shall be divided into rock fragments, sand, or gravel. The terms sand and gravel not only refer to the size of the soil particles but also to their depositional history. To insure accuracy in description, the term rock fragments shall be used to indicate angular granular materials resulting from the breakup of rock. The sharp edges typically observed indicate little or no transport from their source area, and therefore the term provides additional information in reconstructing the depositional environment of the soils encountered. When the term "rock fragments" is used it shall be followed by a size designation such as "(1/4 inch Φ -1/2 inch Φ)" or "coarse-sand size" either immediately after the entry or in the remarks column. The USCS classification would not be affected by this variation in terms.

5.2.2 Color

Soil colors shall be described utilizing a single color descriptor preceded, when necessary, by a modifier to denote variations in shade or color mixtures. A soil could therefore be referred to as "gray" or "light gray" or "blue-gray." Since color can be utilized in correlating units between sampling locations, it is important for color descriptions to be consistent from one boring to another.

Colors must be described while the sample is still moist. Soil samples shall be broken or split vertically to describe colors. Samplers tend to smear the sample surface creating color variations between the sample interior and exterior.

The term "mottled" shall be used to indicate soils irregularly marked with spots of different colors. Mottling in soils usually indicates poor aeration and lack of good drainage.

Soil Color Charts shall not be used unless specified by the project manager.

5.2.3 Relative Density and Consistency

To classify the relative density and/or consistency of a soil, the geologist is to first identify the soil type. Granular soils contain predominantly sands and gravels. They are noncohesive (particles do not adhere well when compressed). Finer-grained soils (silts and clays) are cohesive (particles will adhere together when compressed).

The density of noncohesive, granular soils is classified according to standard penetration resistances obtained from split-barrel sampling performed according to the methods detailed in Standard Operating Procedures GH-1.3 and SA-1.3. Those designations are:

Designation	Standard Penetration Resistance (Blows per Foot)
Very loose	0 to 4
Loose	5 to 10
Medium dense	11 to 30
Dense	31 to 50
Very dense	Over 50

Standard penetration resistance is the number of blows required to drive a split-barrel sampler with a 2-inch outside diameter 12 inches into the material using a 140-pound hammer falling freely through 30 inches. The sampler is driven through an 18-inch sample interval, and the number of blows is recorded for each 6-inch increment. The density designation of granular soils is obtained by adding the number of blows required to penetrate the last 12 inches of each sample interval. It is important to note that if gravel or rock fragments are broken by the sampler or if rock fragments are lodged in the tip, the resulting blow count will be erroneously high, reflecting a higher density than actually exists. This shall be noted on the log and referenced to the sample number. Granular soils are given the USCS classifications GW, GP, GM, SW, SP, SM, GC, or SC (see Figure 1).

The consistency of cohesive soils is determined by performing field tests and identifying the consistency as shown in Figure 2.

Cohesive soils are given the USCS classifications ML, MH, CL, CH, OL, or OH (see Figure 1).

The consistency of cohesive soils is determined either by blow counts, a pocket penetrometer (values listed in the table as Unconfined Compressive Strength), or by hand by determining the resistance to penetration by the thumb. The pocket penetrometer and thumb determination methods are conducted on a selected sample of the soil, preferably the lowest 0.5 foot of the sample in the split-barrel sampler. The sample shall be broken in half and the thumb or penetrometer pushed into the end of the sample to determine the consistency. Do not determine consistency by attempting to penetrate a rock fragment. If the sample is decomposed rock, it is classified as a soft decomposed rock rather than a hard soil. Consistency shall not be determined solely by blow counts. One of the other methods shall be used in conjunction with it. The designations used to describe the consistency of cohesive soils are shown in Figure 2.

5.2.4 Weight Percentages

In nature, soils are comprised of particles of varying size and shape, and are combinations of the various grain types. The following terms are useful in the description of soil:

Terms of Identifying Proportion of the Component	Defining Range of Percentages by Weight
Trace	0 - 10 percent
Some	11 - 30 percent
Adjective form of the soil type (e.g., "sandy")	31 - 50 percent

FIGURE 2

CONSISTENCY FOR COHESIVE SOILS

Consistency	Standard Penetration Resistance (Blows per Foot)	Unconfined Compressive Strength (Tons/Sq. Foot by pocket penetration)	Field Identification
Very soft	0 to 2	Less than 0.25	Easily penetrated several inches by fist
Soft	2 to 4	0.25 to 0.50	Easily penetrated several inches by thumb
Medium stiff	4 to 8	0.50 to 1.0	Can be penetrated several inches by thumb with moderate effort
Stiff	8 to 15	1.0 to 2.0	Readily indented by thumb but penetrated only with great effort
Very stiff	15 to 30	2.0 to 4.0	Readily indented by thumbnail
Hard	Over 30	More than 4.0	Indented with difficulty by thumbnail

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Examples:

- Silty fine sand: 50 to 69 percent fine sand, 31 to 50 percent silt.
- Medium to coarse sand, some silt: 70 to 80 percent medium to coarse sand, 11 to 30 percent silt.
- Fine sandy silt, trace clay: 50 to 68 percent silt, 31 to 49 percent fine sand, 1 to 10 percent clay.
- Clayey silt, some coarse sand: 70 to 89 percent clayey silt, 11 to 30 percent coarse sand.

5.2.5 Moisture

Moisture content is estimated in the field according to four categories: dry, moist, wet, and saturated. In dry soil, there appears to be little or no water. Saturated samples obviously have all the water they can hold. Moist and wet classifications are somewhat subjective and often are determined by the individual's judgment. A suggested parameter for this would be calling a soil wet if rolling it in the hand or on a porous surface liberates water, i.e., dirties or muddies the surface. Whatever method is adopted for describing moisture, it is important that the method used by an individual remains consistent throughout an entire drilling job.

Laboratory tests for water content shall be performed if the natural water content is important.

5.2.6 Stratification

Stratification can only be determined after the sample barrel is opened. The stratification or bedding thickness for soil and rock is depending on grain size and composition. The classification to be used for stratification description is shown in Figure 3.

5.2.7 Texture/Fabric/Bedding

The texture/fabric/bedding of the soil shall be described. Texture is described as the relative angularity of the particles: rounded, subrounded, subangular, and angular. Fabric shall be noted as to whether the particles are flat or bulky and whether there is a particular relation between particles (i.e., all the flat particles are parallel or there is some cementation). The bedding or structure shall also be noted (e.g., stratified, lensed, nonstratified, heterogeneous varved).

5.2.8 Summary of Soil Classification

In summary, soils shall be classified in a similar manner by each geologist/engineer at a project site. The hierarchy of classification is as follows:

- Density and/or consistency
- Color
- Plasticity (Optional)
- Soil types
- Moisture content
- Stratification
- Texture, fabric, bedding
- Other distinguishing features

FIGURE 3

BEDDING THICKNESS CLASSIFICATION

Thickness (metric)	Thickness (Approximate English Equivalent)	Classification
> 1.0 meter	> 3.3'	Massive
30 cm - 1 meter	1.0' - 3.3'	Thick Bedded
10 cm - 30 cm	4" - 1.0'	Medium Bedded
3 cm - 10 cm	1" - 4"	Thin Bedded
1 cm - 3 cm	2/5" - 1"	Very Thin Bedded
3 mm - 1 cm	1/8" - 2/5"	Laminated
1 mm - 3 mm	1/32" - 1/8"	Thinly Laminated
< 1 mm	<1/32"	Micro Laminated

(Weir, 1973 and Ingram, 1954)

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5.3 Classification of Rocks

Rocks are grouped into three main divisions: sedimentary, igneous and metamorphic. Sedimentary rocks are by far the predominant type exposed at the earth's surface. The following basic names are applied to the types of rocks found in sedimentary sequences:

- Sandstone - Made up predominantly of granular materials ranging between 1/16 to 2 mm in diameter.
- Siltstone - Made up of granular materials less than 1/16 to 1/256 mm in diameter. Fractures irregularly. Medium thick to thick bedded.
- Claystone - Very fine-grained rock made up of clay and silt-size materials. Fractures irregularly. Very smooth to touch. Generally has irregularly spaced pitting on surface of drilled cores.
- Shale - A fissile very fine-grained rock. Fractures along bedding planes.
- Limestone - Rock made up predominantly of calcite (CaCO₃). Effervesces strongly upon the application of dilute hydrochloric acid.
- Coal - Rock consisting mainly of organic remains.
- Others - Numerous other sedimentary rock types are present in lesser amounts in the stratigraphic record. The local abundance of any of these rock types is dependent upon the depositional history of the area. Conglomerate, halite, gypsum, dolomite, anhydrite, lignite, etc. are some of the rock types found in lesser amounts.

In classifying a sedimentary rock the following hierarchy shall be noted:

- Rock type
- Color
- Bedding thickness
- Hardness
- Fracturing
- Weathering
- Other characteristics

5.3.1 **Rock Type**

As described above, there are numerous types of sedimentary rocks. In most cases, a rock will be a combination of several grain types, therefore, a modifier such as a sandy siltstone, or a silty sandstone can be used. The modifier indicates that a significant portion of the rock type is composed of the modifier. Other modifiers can include carbonaceous, calcareous, siliceous, etc.

Grain size is the basis for the classification of clastic sedimentary rocks. Figure 4 is the Udden-Wentworth classification that will be assigned to sedimentary rocks. The individual boundaries are slightly different than the USCS subdivision for soil classification. For field determination of grain sizes, a scale can be used for the coarse grained rocks. For example, the division between siltstone and claystone may not be measurable in the field. The boundary shall be determined by use of a hand lens. If the grains cannot be seen with the naked eye but are distinguishable with a hand lens, the rock is a siltstone. If the grains are not distinguishable with a hand lens, the rock is a claystone.

FIGURE 4

GRAIN SIZE CLASSIFICATION FOR ROCKS

Particle Name	Grain Size Diameter
Cobbles	> 64 mm
Pebbles	4 - 64 mm
Granules	2 - 4 mm
Very Coarse Sand	1 - 2 mm
Coarse Sand	0.5 - 1 mm
Medium Sand	0.25 - 0.5 mm
Fine Sand	0.125 - 0.25 mm
Very Fine Sand	0.0625 - 0.125 mm
Silt	0.0039 - 0.0625 mm

After Wentworth, 1922

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5.3.2 Color

The color of a rock can be determined in a similar manner as for soil samples. Rock core samples shall be classified while wet, when possible, and air cored samples shall be scraped clean of cuttings prior to color classifications.

Rock color charts shall not be used unless specified by the Project Manager.

5.3.3 Bedding Thickness

The bedding thickness designations applied to soil classification (see Figure 3) will also be used for rock classification.

5.3.4 Hardness

The hardness of a rock is a function of the compaction, cementation, and mineralogical composition of the rock. A relative scale for sedimentary rock hardness is as follows:

- Soft - Weathered, considerable erosion of core, easily gouged by screwdriver, scratched by fingernail. Soft rock crushes or deforms under pressure of a pressed hammer. This term is always used for the hardness of the saprolite (decomposed rock which occupies the zone between the lowest soil horizon and firm bedrock).
- Medium soft - Slight erosion of core, slightly gouged by screwdriver, or breaks with crumbly edges from single hammer blow.
- Medium hard - No core erosion, easily scratched by screwdriver, or breaks with sharp edges from single hammer blow.
- Hard - Requires several hammer blows to break and has sharp conchoidal breaks. Cannot be scratched with screwdriver.

Note the difference in usage here of the words "scratch" and "gouge." A scratch shall be considered a slight depression in the rock (do not mistake the scraping off of rock flour from drilling with a scratch in the rock itself), while a gouge is much deeper.

5.3.5 Fracturing

The degree of fracturing or brokenness of a rock is described by measuring the fractures or joint spacing. After eliminating drilling breaks, the average spacing is calculated and the fracturing is described by the following terms:

- Very broken (V. BR.) - Less than 2-inch spacing between fractures
- Broken (BR.) - 2-inch to 1-foot spacing between fractures
- Blocky (BL.) - 1- to 3-foot spacing between fractures
- Massive (M.) - 3 to 10-foot spacing between fractures

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The structural integrity of the rock can be approximated by calculating the Rock Quality Designation (RQD) of cores recovered. The RQD is determined by adding the total lengths of all pieces exceeding 4 inches and dividing by the total length of the coring run, to obtain a percentage.

Method of Calculating RQD
(After Deere, 1964)

$$RQD \% = r/l \times 100$$

r = Total length of all pieces of the lithologic unit being measured, which are greater than 4 inches length, and have resulted from natural breaks. Natural breaks include slickensides, joints, compaction slicks, bedding plane partings (not caused by drilling), friable zones, etc.

l = Total length of the coring run.

5.3.6 Weathering

The degree of weathering is a significant parameter that is important in determining weathering profiles and is also useful in engineering designs. The following terms can be applied to distinguish the degree of weathering:

- Fresh - Rock shows little or no weathering effect. Fractures or joints have little or no staining and rock has a bright appearance.
- Slight - Rock has some staining which may penetrate several centimeters into the rock. Clay filling of joints may occur. Feldspar grains may show some alteration.
- Moderate - Most of the rock, with exception of quartz grains, is stained. Rock is weakened due to weathering and can be easily broken with hammer.
- Severe - All rock including quartz grains is stained. Some of the rock is weathered to the extent of becoming a soil. Rock is very weak.

5.3.7 Other Characteristics

The following items shall be included in the rock description:

- Description of contact between two rock units. These can be sharp or gradational.
- Stratification (parallel, cross stratified).
- Description of any filled cavities or vugs.
- Cementation (calcareous, siliceous, hematitic).
- Description of any joints or open fractures.
- Observation of the presence of fossils.
- Notation of joints with depth, approximate angle to horizontal, any mineral filling or coating, and degree of weathering.

All information shown on the boring logs shall be neat to the point where it can be reproduced on a copy machine for report presentation. The data shall be kept current to provide control of the drilling program and to indicate various areas requiring special consideration and sampling.

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5.3.8 Additional Terms Used in the Description of Rock

The following terms are used to further identify rocks:

- Seam - Thin (12 inches or less), probably continuous layer.
- Some - Indicates significant (15 to 40 percent) amounts of the accessory material. For example, rock composed of seams of sandstone (70 percent) and shale (30 percent) would be "sandstone -- some shale seams."
- Few - Indicates insignificant (0 to 15 percent) amounts of the accessory material. For example, rock composed of seam of sandstone (90 percent) and shale (10 percent) would be "sandstone -- few shale seams."
- Interbedded - Used to indicate thin or very thin alternating seams of material occurring in approximately equal amounts. For example, rock composed of thin alternating seams of sandstone (50 percent) and shale (50 percent) would be "interbedded sandstone and shale."
- Interlayered - Used to indicate thick alternating seams of material occurring in approximately equal amounts.

The preceding sections describe the classification of sedimentary rocks. The following are some basic names that are applied to igneous rocks:

- Basalt - A fine-grained extrusive rock composed primarily of calcic plagioclase and pyroxene.
- Rhyolite - A fine-grained volcanic rock containing abundant quartz and orthoclase. The fine-grained equivalent of a granite.
- Granite - A coarse-grained plutonic rock consisting essentially of alkali feldspar and quartz.
- Diorite - A coarse-grained plutonic rock consisting essentially of sodic plagioclase and hornblende.
- Gabbro - A coarse-grained plutonic rock consisting of calcic plagioclase and clinopyroxene. Loosely used for any coarse-grained dark igneous rock.

The following are some basic names that are applied to metamorphic rocks:

- Slate - A very fine-grained foliated rock possessing a well developed slaty cleavage. Contains predominantly chlorite, mica, quartz, and sericite.
- Phyllite - A fine-grained foliated rock that splits into thin flaky sheets with a silky sheen on cleavage surface.
- Schist - A medium to coarse-grained foliated rock with subparallel arrangement of the micaceous minerals which dominate its composition.
- Gneiss - A coarse-grained foliated rock with bands rich in granular and platy minerals.
- Quartzite - A fine- to coarse-grained nonfoliated rock breaking across grains, consisting essentially of quartz sand with silica cement.

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5.4 Abbreviations

Abbreviations may be used in the description of a rock or soil. However, they shall be kept at a minimum. Following are some of the abbreviations that may be used:

C - Coarse	Lt - Light	Yl - Yellow
Med - Medium	BR - Broken	Or - Orange
F - Fine	BL - Blocky	SS - Sandstone
V - Very	M - Massive	Sh - Shale
Sl - Slight	Br - Brown	LS - Limestone
Occ - Occasional	Bl - Black	Fgr - Fine-grained
Tr - Trace		

5.5 Boring Logs and Documentation

This section describes in more detail the procedures to be used in completing boring logs in the field. Information obtained from the preceding sections shall be used to complete the logs. A sample boring log has been provided as Figure 5.

The field geologist/engineer shall use this example as a guide in completing each boring log. Each boring log shall be fully described by the geologist/engineer as the boring is being drilled. Every sheet contains space for 25 feet of log. Information regarding classification details is provided either on the back of the boring log or on a separate sheet, for field use.

5.5.1 Soil Classification

- Identify site name, boring number, job number, etc. Elevations and water level data to be entered when surveyed data is available.
- Enter sample number (from SPT) under appropriate column. Enter depth sample was taken from (1 block = 1 foot). Fractional footages, i.e., change of lithology at 13.7 feet, shall be lined off at the proportional location between the 13- and 14-foot marks. Enter blow counts (Standard Penetration Resistance) diagonally (as shown). Standard penetration resistance is covered in Section 5.2.3.
- Determine sample recovery/sample length as shown. Measure the total length of sample recovered from the split-spoon sampler, including material in the drive shoe. Do not include cuttings or wash material that may be in the upper portion of the sample tube.
- Indicate any change in lithology by drawing a line at the appropriate depth. For example, if clayey silt was encountered from 0 to 5.5 feet and shale from 5.5 to 6.0 feet, a line shall be drawn at this increment. This information is helpful in the construction of cross-sections. As an alternative, symbols may be used to identify each change in lithology.
- The density of granular soils is obtained by adding the number of blows for the last two increments. Refer to Density of Granular Soils Chart on back of log sheet. For consistency of cohesive soils refer also to the back of log sheet - Consistency of Cohesive Soils. Enter this information under the appropriate column. Refer to Section 5.2.3.

**FIGURE 5
COMPLETED BORING LOG (EXAMPLE)**



BORING LOG

PROJECT NAME: <u>NSB- SITE</u>	BORING NUMBER: <u>SB/MW1</u>
PROJECT NUMBER: <u>9594</u>	DATE: <u>3/8/96</u>
DRILLING COMPANY: <u>SOILTEST CO.</u>	GEOLOGIST: <u>SJ CONTI</u>
DRILLING RIG: <u>CME-55</u>	DRILLER: <u>R. ROCK</u>

Sample No. and Type or RQD	Depth (FL) or Run No.	Blows / 8" or RQD (%)	Sample Recovery / Sample Length	Lithology Change (Depth/FL) or Screened Interval	MATERIAL DESCRIPTION			U S C S	Remarks	PID/FID Reading (ppm)			
					Soil Density/ Consistency or Rock Hardness	Color	Material Classification			Sample	Sampler BZ	Borehole*	Driller BZ*
S-1 e 0800	0.0	7/6	1.5/2.0		M DENSE	BRN TO BLK	SILTY SAND - SOME ROCK FR. - TR BRICKS (FILL)	SM	MOIST SL. ORG. ODOR	5	0	0	0
	2.0	9/10							FILL TO 4'±				
S-2 e 0810	4.0	5/7	2.9/2.0	4.0	M DENSE	BRN	SILTY SAND - TR FINE GRAVEL	SM	MOIST - W ODOR NAT. MATL. TOOK SAMPLE SB01-0406 FOR ANALYSIS	10	0	-	-
	6.0	9/8											
S-3 e 0820	8.0	6/8	1.9/2.0	7.0 8.0	DENSE	TAN GRN	FINE TO COARSE SAND TR.F. GRAVEL	SW	WET	0	0	0	0
	10.0	17/16							HIT WATER: 7'±				
S-4 e 0830	12.0	7/6	1.6/2.0	12.0	STIFF	GRAY	SILTY CLAY	CL	MOIST → WET	0	5	-	-
	14.0	5/8							AUGER REF 15'				
①	15.0			15.0	M HARD	BRN	SILTSTONE	VER	WEATHERED				
	16.0			16.0					LO *JNTS @ 15.5 WATER STAINS @ 16.5, 17.1, 17.5	0	0	0	0
②	19.0			19.0	HARD	GRAY	SANDSTONE - SOME SILTSTONE	BR	LOSING SOME				
	20.0								DRILL H2O @ 17'±				
②	25.0			25.0					SET TEMP 6" CAS TO 15.5				
	25.0								SET 2"Ø PVC SCREEN 16-25 SAND 14-25 PELLETS 12-14	0	0	0	0

* When rock coring, enter rock brokenness. • 1-20% Drilling Area
 ** Include monitor reading in 8 foot intervals @ borehole. Increase reading frequency if elevated response read. • 1-80% Background (ppm):

Remarks: CME-55 RIG, 4 1/4" ID HSA - 9" OD ±
2" SPLIT SPOONS - 140 LB HAMMER - 30" DROP
NX CORE IN BEDROCK RUN ① = 25 min, RUN ② = 15 min

Converted to Well: Yes No Well I.D. #: MW-1

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- Enter color of the material in the appropriate column.
- Describe material using the USCS. Limit this column for sample description only. The predominant material is described last. If the primary soil is silt but has fines (clay) - use clayey silt. Limit soil descriptors to the following:
 - Trace: 0 - 10 percent
 - Some: 11 - 30 percent
 - And/Or: 31 - 50 percent
- Also indicate under Material Classification if the material is fill or natural soils. Indicate roots, organic material, etc.
- Enter USCS symbol - use chart on back of boring log as a guide. If the soils fall into one of two basic groups, a borderline symbol may be used with the two symbols separated by a slash. For example ML/CL or SM/SP.
- The following information shall be entered under the "Remarks" column and shall include, but is not limited by, the following:
 - Moisture - estimate moisture content using the following terms - dry, moist, wet and saturated. These terms are determined by the individual. Whatever method is used to determine moisture, be consistent throughout the log.
 - Angularity - describe angularity of coarse grained particles using the terms angular, subangular, subrounded, or rounded. Refer to ASTM D 2488 or Earth Manual for criteria for these terms.
 - Particle shape - flat, elongated, or flat and elongated.
 - Maximum particle size or dimension.
 - Water level observations.
 - Reaction with HCl - none, weak, or strong.
- Additional comments:
 - Indicate presence of mica, caving of hole, when water was encountered, difficulty in drilling, loss or gain of water.
 - Indicate odor and Photoionization Detector (PID) or Flame Ionization Detector (FID) reading if applicable.
 - Indicate any change in lithology by drawing a line through the lithology change column and indicate the depth. This will help when cross-sections are subsequently constructed.
 - At the bottom of the page indicate type of rig, drilling method, hammer size and drop, and any other useful information (i.e., borehole size, casing set, changes in drilling method).

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- Vertical lines shall be drawn (as shown in Figure 5) in columns 6 to 8 from the bottom of each sample to the top of the next sample to indicate consistency of material from sample to sample, if the material is consistent. Horizontal lines shall be drawn if there is a change in lithology, then vertical lines drawn to that point.
- Indicate screened interval of well, as needed, in the lithology column. Show top and bottom of screen. Other details of well construction are provided on the well construction forms.

5.5.2 Rock Classification

- Indicate depth at which coring began by drawing a line at the appropriate depth. Indicate core run depths by drawing coring run lines (as shown) under the first and fourth columns on the log sheet. Indicate RQD, core run number, RQD percent, and core recovery under the appropriate columns.
- Indicate lithology change by drawing a line at the appropriate depth as explained in Section 5.5.1.
- Rock hardness is entered under designated column using terms as described on the back of the log or as explained earlier in this section.
- Enter color as determined while the core sample is wet; if the sample is cored by air, the core shall be scraped clean prior to describing color.
- Enter rock type based on sedimentary, igneous or metamorphic. For sedimentary rocks use terms as described in Section 5.3. Again, be consistent in classification. Use modifiers and additional terms as needed. For igneous and metamorphic rock types use terms as described in Sections 5.3.8.
- Enter brokenness of rock or degree of fracturing under the appropriate column using symbols VBR, BR, BL, or M as explained in Section 5.3.5 and as noted on the back of the Boring Log.
- The following information shall be entered under the remarks column. Items shall include but are not limited to the following:
 - Indicate depths of joints, fractures and breaks and also approximate to horizontal angle (such as high, low), i.e., 70° angle from horizontal, high angle.
 - Indicate calcareous zones, description of any cavities or vugs.
 - Indicate any loss or gain of drill water.
 - Indicate drop of drill tools or change in color of drill water.
- Remarks at the bottom of Boring Log shall include:
 - Type and size of core obtained.
 - Depth casing was set.
 - Type of rig used.
- As a final check the boring log shall include the following:
 - Vertical lines shall be drawn as explained for soil classification to indicate consistency of bedrock material.
 - If applicable, indicate screened interval in the lithology column. Show top and bottom of screen. Other details of well construction are provided on the well construction forms.

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5.5.3 Classification of Soil and Rock from Drill Cuttings

The previous sections describe procedures for classifying soil and rock samples when cores are obtained. However, some drilling methods (air/mud rotary) may require classification and borehole logging based on identifying drill cuttings removed from the borehole. Such cuttings provide only general information on subsurface lithology. Some procedures that shall be followed when logging cuttings are:

- Obtain cutting samples at approximately 5-foot intervals, sieve the cuttings (if mud rotary drilling) to obtain a cleaner sample, place the sample into a small sample bottle or "zip lock" bag for future reference, and label the jar or bag (i.e. hole number, depth, date, etc.). Cuttings shall be closely examined to determine general lithology.
- Note any change in color of drilling fluid or cuttings, to estimate changes in lithology.
- Note drop or chattering of drilling tools or a change in the rate of drilling, to determine fracture locations or lithologic changes.
- Observe loss or gain of drilling fluids or air (if air rotary methods are used), to identify potential fracture zones.
- Record this and any other useful information onto the boring log as provided in Figure 1.

This logging provides a general description of subsurface lithology and adequate information can be obtained through careful observation of the drilling process. It is recommended that split-barrel and rock core sampling methods be used at selected boring locations during the field investigation to provide detailed information to supplement the less detailed data generated through borings drilled using air/mud rotary methods.

5.6 Review

Upon completion of the borings logs, copies shall be made and reviewed. Items to be reviewed include:

- Checking for consistency of all logs.
- Checking for conformance to the guideline.
- Checking to see that all information is entered in their respective columns and spaces.

6.0 REFERENCES

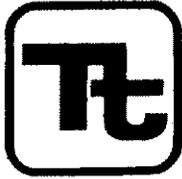
Unified Soil Classification System (USCS).

ASTM D2488, 1985.

Earth Manual, U.S. Department of the Interior, 1974.

7.0 RECORDS

Originals of the boring logs shall be retained in the project files.



TETRA TECH NUS, INC.

STANDARD OPERATING PROCEDURES

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Effective Date	09/03	Revision	7
Applicability	Tetra Tech NUS, Inc.		
Prepared	Earth Sciences Department		
Approved	D. Senovich <i>DS</i>		

Subject
SOIL SAMPLING

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1.0 PURPOSE

This procedure discusses the methods used to collect surface, near surface, and subsurface soil samples. Additionally, it describes the method for sampling of test pits and trenches to determine subsurface soil and rock conditions, and recover small-volume or bulk samples.

2.0 SCOPE

This procedure is applicable to the collection of surface, near surface and subsurface soils for laboratory testing, which are exposed through hand digging, hand augering, drilling, or machine excavating at hazardous substance sites.

3.0 GLOSSARY

Composite Sample - A composite sample exists as a combination of more than one sample at various locations and/or depths and times, which is homogenized and treated as one sample. This type of sample is usually collected when determination of an average waste concentration for a specific area is required. Composite samples are not to be collected for volatile organics analysis.

Grab Sample - One sample collected at one location and at one specific time.

Non-Volatile Sample - A non-volatile sample includes all other chemical parameters (e.g., semivolatiles, pesticides/PCBs, metals, etc.) and those engineering parameters that do not require undisturbed soil for their analysis.

Hand Auger - A sampling device used to extract soil from the ground in a relatively undisturbed form.

Thin-Walled Tube Sampler - A thin-walled metal tube (also called a Shelby tube) used to recover relatively undisturbed soil samples. These tubes are available in various sizes, ranging from 2 to 5 inches outside diameter (OD) and from 18 to 54 inches in length.

Split-Barrel Sampler - A steel tube, split in half lengthwise, with the halves held together by threaded collars at either end of the tube. Also called a split-spoon sampler, this device can be driven into resistant materials using a drive weight mounted in the drilling string. A standard split-barrel sampler is typically available in two common lengths, providing either 20-inch or 26-inch longitudinal clearance for obtaining 18-inch or 24-inch-long samples, respectively. These split-barrel samplers commonly range in size from 2-inch OD to 3-1/2 inch OD. The larger sizes are commonly used when a larger volume of sample material is required.

Test Pit and Trench - Open, shallow excavations, typically rectangular (if a test pit) or longitudinal (if a trench), excavated to determine the shallow subsurface conditions for engineering, geological, and soil chemistry exploration and/or sampling purposes. These pits are excavated manually or by machine (e.g., backhoe, clamshell, trencher excavator, or bulldozer).

Confined Space - As stipulated in 29 CFR 1910.146, a confined space means a space that: 1) is large enough and so configured that an employee can bodily enter and perform assigned work; 2) has limited or restricted means for entry or exit (for example tanks, vessels, silos, storage bins, hoppers, vaults, pits, and excavations); and 3) is not designed for continuous employee occupancy. TtNUS considers all confined space as permit-required confined spaces.

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4.0 RESPONSIBILITIES

Project Manager - The Project Manager is responsible for determining sampling objectives, as well as, the field procedures used in the collection of soil samples. Additionally, in consultation with other project personnel (geologist, hydrogeologist, etc.), the Project Manager establishes the need for test pits or trenches, and determines their approximate locations and dimensions.

Site Safety Officer (SSO) - The SSO (or a qualified designee) is responsible for providing the technical support necessary to implement the project Health and Safety Plan. This will include (but not be limited to) performing air quality monitoring during sampling, boring and excavation activities, and to ensure that workers and offsite (downwind) individuals are not exposed to hazardous levels of airborne contaminants. The SSO/designee may also be required to advise the FOL on other safety-related matters regarding boring, excavation and sampling, such as mitigative measures to address potential hazards from unstable trench walls, puncturing of drums or other hazardous objects, etc.

Field Operations Leader (FOL) - The FOL is responsible for finalizing the location of surface, near surface, and subsurface (hand and machine borings, test pits/trenches) soil samples. He/she is ultimately responsible for the sampling and backfilling of boreholes, test pits and trenches, and for adherence to OSHA regulations during these operations.

Project Geologist/Sampler - The project geologist/sampler is responsible for the proper acquisition of soil samples and the completion of all required paperwork (i.e., sample log sheets, field notebook, boring logs, test pit logs, container labels, custody seals, and chain-of-custody forms).

Competent Person - A Competent Person, as defined in 29 CFR 1929.650 of Subpart P - Excavations, means one who is capable of identifying existing and predictable hazards in the surroundings, or working conditions which are unsanitary, hazardous, or dangerous to employees, and who has authorization to take prompt corrective measures to eliminate them.

5.0 PROCEDURES

5.1 Overview

Soil sampling is an important adjunct to groundwater monitoring. Sampling of the soil horizons above the groundwater table can detect contaminants before they have migrated into the water table, and can establish the amount of contamination sorbed on aquifer solids that have the potential of contributing to groundwater contamination.

Soil types can vary considerably on a hazardous waste site. These variations, along with vegetation, can affect the rate of contaminant migration through the soil. It is important, therefore, that a detailed record be maintained during the sampling operations, particularly noting the location, depth, and such characteristics as grain size, color, and odor. Subsurface conditions are often stable on a daily basis and may demonstrate only slight seasonal variation especially with respect to temperature, available oxygen and light penetration. Changes in any of these conditions can radically alter the rate of chemical reactions or the associated microbiological community, thus further altering specific site conditions. As a result, samples must be kept at their at-depth temperature or lower, protected from direct light, sealed tightly in approved glass containers, and be analyzed as soon as possible.

The physical properties of the soil, its grain size, cohesiveness, associated moisture, and such factors as depth to bedrock and water table, will limit the depth from which samples can be collected and the method required to collect them. Often this information on soil properties can be obtained from published soil surveys available through the U.S. Geological Surveys and other government or farm agencies. It is the

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intent of this procedure to present the most commonly employed soil sampling methods used at hazardous waste sites.

5.2 Soil Sample Collection

5.2.1 Procedure for Collecting Soil Samples for Volatile Organic Compounds

The above described traditional sampling techniques, used for the collection of soil samples for volatile organic analysis, have recently been evaluated by the scientific community and determined to be ineffective in producing accurate results (biased low) due to the loss of volatile organics in the sampling stages and microbial degradation of aromatic volatiles. One of the newly adopted sampling procedures for collecting soil samples includes the field preservation of samples with methanol or sodium bisulfate to minimize volatilization and biodegradation. These preservation methods may be performed either in the field or laboratory, depending on the sampling methodology employed.

Soil samples to be preserved by the laboratory are currently being performed using method SW-846, 5035. Laboratories are currently performing low level analyses (sodium bisulfate preservation) and high level analyses (methanol preservation) depending on the end users needs.

It should be noted that a major disadvantage of the methanol preservation method is that the laboratory reporting limits will be higher than conventional testing. The reporting levels using the new method for most analytes are 0.5 µg/g for GC/MS and 0.05 µg/g for GC methods.

The alternative preservation method for collecting soil samples is with sodium bisulfate. This method is more complex to perform in the field and therefore is not preferred for field crews. It should also be noted that currently, not all laboratories have the capabilities to perform this analysis. The advantage to this method is that the reporting limits (0.001 µg/g for GC/PID or GC/ELCD, or 0.010 for GC/MS) are lower than those described above.

The following procedures outline the necessary steps for collecting soil samples to be preserved at the laboratory, and for collecting soil samples to be preserved in the field with methanol or sodium bisulfate.

5.2.1.1 Soil Samples to be Preserved at the Laboratory

Soil samples collected for volatile organics that are to be preserved at the laboratory will be obtained using a hermetically sealed sample vial such as an EnCore™ sampler. Each sample will be obtained using a reusable sampling handle provided with the EnCore™ sampler. The sample is collected by pushing the EnCore™ sampler directly into the soil, ensuring that the sampler is packed tight with soil, leaving zero headspace. Using this type of sampling device eliminates the need for field preservation and the shipping restrictions associated with preservatives. A complete set of instructions is included with each EnCore™ sampler shipment by the manufacturer.

Once the sample is collected, it should be placed on ice immediately and shipped to the laboratory within 48 hours (following the chain-of-custody and documentation procedures outlined in SOP SA-6.1). Samples must be preserved by the laboratory within 48 hours of sample collection.

If the lower detection limits are necessary, an option would be to collect several EnCore™ samplers at a given sample location. Send all samplers to the laboratory and the laboratory can perform the required preservation and analyses.

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5.2.1.2 Soil Samples to be Preserved in the Field

Soil samples preserved in the field may be prepared for analyses using both the low-level (sodium bisulfate preservation) method and medium-level (methanol preservation) method.

Methanol Preservation (Medium Level):

Soil samples to be preserved in the field with methanol will utilize 40-60 mL glass vials with septum lids. Each sample bottle will be filled with 25 mL of demonstrated analyte-free purge and trap grade methanol. Bottles may be prespiked with methanol in the laboratory or prepared in the field.

Soil will be collected with the use of a decontaminated (or disposable), small-diameter coring device such as a disposable tube/plunger-type syringe with the tip cut off. The outside diameter of the coring device must be smaller than the inside diameter of the sample bottle neck.

A small electronic balance or manual scale will be necessary for measuring the volume of soil to be added to the methanol preserved sample bottle. Calibration of the scale should be performed prior to use and intermittently throughout the day according to the manufacturers requirements.

The sample should be collected by pulling the plunger back and inserting the syringe into the soil to be sampled. The top several inches of soil should be removed before collecting the sample. Approximately 10 grams $\pm 2g$ (8-12 grams) of soil should be collected. The sample should be weighed and adjusted until obtaining the required amount of sample. The sample weight should be recorded to the nearest 0.01 gram in the field logbook and/or sample log sheet. The soil should then be extruded into the methanol preserved sample bottle taking care not to contact the sample container with the syringe. The threads of the bottle and cap must be free of soil particles.

After capping the bottle, swirl the sample (do not shake) in the methanol and break up the soil such that all of the soil is covered with methanol. Place the sample on ice immediately and prepare for shipment to the laboratory as described in SOP SA-6.1.

Sodium Bisulfate Preservation (Low Level):

Samples to be preserved using the sodium bisulfate method are to be prepared as follows:

Add 1 gram of sodium bisulfate to 5 mL of laboratory grade deionized water in a 40-60 mL glass vial with septum lid. Bottles may be prespiked in the laboratory or prepared in the field. The soil sample should be collected in a manner as described above and added to the sample container. The sample should be weighed to the nearest 0.01 gram as described above and recorded in the field logbook or sample log sheet.

Care should be taken when adding the soil to the sodium bisulfate solution. A chemical reaction of soils containing carbonates (limestone) may cause the sample to effervesce or the vial to possibly explode.

When preparing samples using the sodium bisulfate preservation method, duplicate samples must be collected using the methanol preservation method on a one for one sample basis. The reason for this is because it is necessary for the laboratory to perform both the low level and medium level analyses. Place the sample on ice immediately and prepare for shipment to the laboratory as described in SOP SA-6.1.

If the lower detection limits are necessary, an option to field preserving with sodium bisulfate would be to collect 3 EnCore™ samplers at a given sample location. Send all samplers to the laboratory and the laboratory can perform the required preservation and analyses.

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5.2.2 Procedure for Collecting Non-Volatile Soil Samples

Non-volatile soil samples may be collected as either grab or composite samples. The non-volatile soil sample is thoroughly mixed in a stainless steel or disposable, inert plastic tray, using a stainless steel trowel or other approved tool, then transferred into the appropriate sample container(s). Head space is permitted in a non-volatile soil sample container to allow for sample expansion.

5.2.3 Procedure for Collecting Undisturbed Soil Samples (ASTM D1587-83)

When it is necessary to acquire undisturbed samples of soil for purposes of engineering parameter analysis (e.g., permeability), a thin-walled, seamless tube sampler (Shelby tube) will be employed. The following method will be used:

1. Remove all surface debris (e.g., vegetation, roots, twigs, etc.) from the specific sampling location and drill and clean out the borehole to the sampling depth, being careful to minimize the chance for disturbance of the material to be sampled. In saturated material, withdraw the drill bit slowly to prevent loosening of the soil around the borehole and to maintain the water level in the hole at or above groundwater level.
2. The use of bottom discharge bits or jetting through an open-tube sampler to clean out the borehole shall not be allowed. Use of any side-discharge bits is permitted.
3. A stationary piston-type sampler may be required to limit sample disturbance and aid in retaining the sample. Either the hydraulically operated or control rod activated-type of stationary piston sampler may be used. Prior to inserting the tube sampler into the borehole, check to ensure that the sampler head contains a check valve. The check valve is necessary to keep water in the rods from pushing the sample out the tube sampler during sample withdrawal and to maintain a suction within the tube to help retain the sample.
4. To minimize chemical reaction between the sample and the sampling tube, brass tubes may be required, especially if the tube is stored for an extended time prior to testing. While steel tubes coated with shellac are less expensive than brass, they're more reactive, and shall only be used when the sample will be tested within a few days after sampling or if chemical reaction is not anticipated. With the sampling tube resting on the bottom of the hole and the water level in the boring at groundwater level or above, push the tube into the soil by a continuous and rapid motion, without impacting or twisting. In no case shall the tube be pushed farther than the length provided for the soil sample. Allow about 3 inches in the tube for cuttings and sludge.
5. Upon removal of the sampling tube from the hole, measure the length of sample in the tube and also the length penetrated. Remove disturbed material in the upper end of the tube and measure the length of sample again. After removing at least an inch of soil from the lower end and after inserting an impervious disk, seal both ends of the tube with at least a 1/2-inch thickness of wax applied in a way that will prevent the wax from entering the sample. Clean filler must be placed in voids at either end of the tube prior to sealing with wax. Place plastic caps on the ends of the sample tube, tape the caps in place, and dip the ends in wax.
6. Affix label(s) to the tube as required and record sample number, depth, penetration, and recovery length on the label. Mark the "up" direction on the side of the tube with indelible ink, and mark the end of the sample. Complete Chain-of-Custody (see SOP SA-6.3) and other required forms (including Attachment A of this SOP). Do not allow tubes to freeze, and store the samples vertically with the same orientation they had in the ground, (i.e., top of sample is up) in a cool place out of the sun at all times. Ship samples protected with suitable resilient packing material to reduce shock, vibration, and disturbance.

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Thin-walled undisturbed tube samplers are restricted in their usage by the consistency of the soil to be sampled. Often, very loose and/or wet samples cannot be retrieved by the samplers, and soils with a consistency in excess of very stiff cannot be penetrated by the sampler. Devices such as Dennison or Pitcher core samplers can be used to obtain undisturbed samples of stiff soils. Using these devices normally increases sampling costs, and therefore their use shall be weighed against the need for acquiring an undisturbed sample.

5.3 Surface Soil Sampling

The simplest, most direct method of collecting surface soil samples (most commonly collected to a depth of 6 inches) for subsequent analysis is by use of a stainless steel trowel. Surface soils are considered 0-12 inches bgs.

In general, the following equipment is necessary for obtaining surface soil samples:

- Stainless steel or pre-cleaned disposable trowel.
- Real-time air monitoring instrument (e.g., PID, FID, etc.).
- Latex gloves.
- Required Personal Protective Equipment (PPE).
- Required paperwork (see SOP SA-6.3 and Attachment A of this SOP).
- Required decontamination equipment.
- Required sample container(s).
- Wooden stakes or pin flags.
- Sealable polyethylene bags (i.e., Ziploc® baggies).
- Heavy duty cooler.
- Ice.
- Chain-of-custody records and custody seals.

When acquiring surface soil samples, the following procedure shall be used:

1. Carefully remove vegetation, roots, twigs, litter, etc., to expose an adequate soil surface area to accommodate sample volume requirements.
2. Using a decontaminated stainless steel trowel, follow the procedure cited in Section 5.2.1 for collecting a volatile soil sample. Surface soil samples for volatile organic analysis should be collected from 6-12 inches bgs only.
3. Thoroughly mix (in-situ) a sufficient amount of soil to fill the remaining sample containers and transfer the sample into those containers utilizing the same stainless steel trowel employed above. Cap and securely tighten all sample containers.
4. Affix a sample label to each container. Be sure to fill out each label carefully and clearly, addressing all the categories described in SOP SA-6.3.
5. Proceed with the handling and processing of each sample container as described in SOP SA-6.2.

5.4 Near-Surface Soil Sampling

Collection of samples from near the surface (depth of 6-18 inches) can be accomplished with tools such as shovels and stainless steel or pre-cleaned disposable trowels.

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The following equipment is necessary to collect near surface soil samples:

- Clean shovel.
- The equipment listed under Section 5.3 of this procedure.
- Hand auger.

To obtain near-surface soil samples, the following protocol shall be observed:

1. With a clean shovel, make a series of vertical cuts to the depth required in the soil to form a square approximately 1 foot by 1 foot.
2. Lever out the formed plug and scrape the bottom of the freshly dug hole with a decontaminated stainless steel or pre-cleaned disposable trowel to remove any loose soil.
3. Follow steps 2 through 5 listed under Section 5.3 of this procedure.

5.5 Subsurface Soil Sampling With a Hand Auger

A hand augering system generally consists of a variety of all stainless steel bucket bits (i.e., cylinders 6-1/2" long, and 2-3/4", 3-1/4", and 4" in diameter), a series of extension rods (available in 2', 3', 4' and 5' lengths), and a cross handle. A larger diameter bucket bit is commonly used to bore a hole to the desired sampling depth and then withdrawn. In turn, the larger diameter bit is replaced with a smaller diameter bit, lowered down the hole, and slowly turned into the soil at the completion depth (approximately 6 inches). The apparatus is then withdrawn and the soil sample collected.

The hand auger can be used in a wide variety of soil conditions. It can be used to sample soil both from the surface, or to depths in excess of 12 feet. However, the presence of rock layers and the collapse of the borehole normally contribute to its limiting factors.

To accomplish soil sampling using a hand augering system, the following equipment is required:

- Complete hand auger assembly (variety of bucket bit sizes).
- Stainless steel mixing bowls.
- The equipment listed under Section 5.3 of this procedure.

To obtain soil samples using a hand auger, the following procedure shall be followed:

1. Attach a properly decontaminated bucket bit to a clean extension rod and further attach the cross handle to the extension rod.
2. Clear the area to be sampled of any surface debris (vegetation, twigs, rocks, litter, etc.).
3. Begin augering (periodically removing accumulated soils from the bucket bit) and add additional rod extensions as necessary. Also, note (in a field notebook, boring log, and/or on standardized data sheets) any changes in the color, texture or odor of the soil.
4. After reaching the desired depth, slowly and carefully withdraw the apparatus from the borehole.
5. Remove the soiled bucket bit from the rod extension and replace it with another properly decontaminated bucket bit. The bucket bit used for sampling is commonly smaller in diameter than the bucket bit employed to initiate the borehole.

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6. Carefully lower the apparatus down the borehole. Care must be taken to avoid scraping the borehole sides.
7. Slowly turn the apparatus until the bucket bit is advanced approximately 6 inches.
8. Discard the top of the core (approximately 1"), which represents any loose material collected by the bucket bit before penetrating the sample material.
9. Fill volatile sample container(s), using a properly decontaminated stainless steel trowel, with sample material directly from the bucket bit. Refer to Section 5.2.1 of this procedure.
10. Utilizing the above trowel, remove the remaining sample material from the bucket bit and place into a properly decontaminated stainless steel mixing bowl and thoroughly homogenize the sample material prior to filling the remaining sample containers. Refer to Section 5.2.2 of this procedure.
11. Follow steps 4 and 5 listed under Section 5.3 of this procedure.

5.6 Subsurface Soil Sampling With a Split-Barrel Sampler (ASTM D1586-84)

Split-barrel (split-spoon) samplers consist of a heavy carbon steel or stainless steel sampling tube that can be split into two equal halves to reveal the soil sample (see Attachment B). A drive head is attached to the upper end of the tube and serves as a point of attachment for the drill rod. A removable tapered nosepiece/drive shoe attaches to the lower end of the tube and facilitates cutting. A basket-like sample retainer can be fitted to the lower end of the split tube to hold loose, dry soil samples in the tube when the sampler is removed from the drill hole. This split-barrel sampler is made to be attached to a drill rod and forced into the ground by means of a 140-lb. or larger casing driver.

Split-barrel samplers are used to collect soil samples from a wide variety of soil types and from depths greater than those attainable with other soil sampling equipment.

The following equipment is used for obtaining split-barrel samples:

- Drilling equipment (provided by subcontractor).
- Split-barrel samplers (O.D. 2 inches, I.D. 1-3/8 inches, either 20 inches or 26 inches long); Larger O.D. samplers are available if a larger volume of sample is needed.
- Drive weight assembly, 140-lb. weight, driving head and guide permitting free fall of 30 inches.
- Stainless steel mixing bowls.
- Equipment listed under Section 5.3 of this procedure.

The following steps shall be followed to obtain split-barrel samples:

1. Remove the drive head and nosepiece, and open the sampler to reveal the soil sample. Immediately scan the sample core with a real-time air monitoring instrument (e.g., FID, PID, etc.). Carefully separate the soil core, with a decontaminated stainless steel knife or trowel, at about 6-inch intervals while scanning the center of the core for elevated readings. Also scan stained soil, soil lenses, and anomalies (if present), and record readings.
2. Collect the volatile sample from the center of the core where elevated readings occurred. If no elevated readings where encountered the sample material should still be collected from the core's

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center (this area represents the least disturbed area with minimal atmospheric contact). Refer to Section 5.2.1 of this procedure.

3. Using the same trowel, remove remaining sample material from the split-barrel sampler (except for the small portion of disturbed soil usually found at the top of the core sample) and place the soil into a decontaminated stainless steel mixing bowl. Thoroughly homogenize the sample material prior to filling the remaining sample containers. Refer to Section 5.2.2 of this procedure.
4. Follow steps 4 and 5 listed under Section 5.3 of this procedure.

5.7 Subsurface Sol Sampling Using Direct Push Technology

Subsurface soil samples can be collected to depths of 40+ feet using direct push technology (DPT). DPT equipment, responsibilities, and procedures are described in SOP SA-2.5.

5.8 Excavation and Sampling of Test Pits and Trenches

5.8.1 Applicability

This subsection presents routine test pit or trench excavation techniques and specialized techniques that are applicable under certain conditions.

During the excavation of trenches or pits at hazardous waste sites, several health and safety concerns arise which control the method of excavation. No personnel shall enter any test pit or excavation over 4 feet deep except as a last resort, and then only under direct supervision of a Competent Person (as defined in 29 CFR 1929.650 of Subpart P - Excavations). Whenever possible, all required chemical and lithological samples should be collected using the excavator bucket or other remote sampling apparatus. If entrance is still required, all test pits or excavations must be stabilized by bracing the pit sides using specifically designed wooden or steel support structures. Personnel entering the excavation may be exposed to toxic or explosive gases and oxygen-deficient environments. Any entry may constitute a Confined Space and must be done in conformance with all applicable regulations. In these cases, substantial air monitoring is required before entry, and appropriate respiratory gear and protective clothing is mandatory. There must be at least two persons present at the immediate site before entry by one of the investigators. The reader shall refer to OSHA regulations 29 CFR 1926, 29 CFR 1910.120, 29 CFR 1910.134, and 29 CFR 1910.146.

Excavations are generally not practical where a depth of more than about 15 feet is desired, and they are usually limited to a few feet below the water table. In some cases, a pumping system may be required to control water levels within the pit, providing that pumped water can be adequately stored or disposed. If data on soils at depths greater than 15 feet are required, the data are usually obtained through test borings instead of test pits.

In addition, hazardous wastes may be brought to the surface by excavation equipment. This material, whether removed from the site or returned to the subsurface, must be properly handled according to any and all applicable federal, state, and local regulations.

5.8.2 Test Pit and Trench Excavation

These procedures describe the methods for excavating and logging test pits and trenches excavated to determine subsurface soil and rock conditions. Test pit operations shall be logged and documented (see Attachment C).

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Test pits and trenches may be excavated by hand or by power equipment to permit detailed description of the nature and contamination of the in-situ materials. The size of the excavation will depend primarily on the following:

- The purpose and extent of the exploration.
- The space required for efficient excavation.
- The chemicals of concern.
- The economics and efficiency of available equipment.

Test pits normally have a cross section that is 4 to 10 feet square; test trenches are usually 3 to 6 feet wide and may be extended for any length required to reveal conditions along a specific line. The following table, which is based on equipment efficiencies, gives a rough guide for design consideration:

Equipment	Typical Widths, in Feet
Trenching machine	2
Backhoe	2-6
Track dozer	10
Track loader	10
Excavator	10
Scraper	20

The lateral limits of excavation of trenches and the position of test pits shall be carefully marked on area base maps. If precise positioning is required to indicate the location of highly hazardous waste materials, nearby utilities, or dangerous conditions, the limits of the excavation shall be surveyed. Also, if precise determination of the depth of buried materials is needed for design or environmental assessment purposes, the elevation of the ground surface at the test pit or trench location shall also be determined by survey. If the test pit/trench will not be surveyed immediately, it shall be backfilled and its position identified with stakes placed in the ground at the margin of the excavation for later surveying.

The construction of test pits and trenches shall be planned and designed in advance as much as possible. However, field conditions may necessitate revisions to the initial plans. The final depth and construction method shall be determined by the field geologist. The actual layout of each test pit, temporary staging area, and spoils pile will be predicated based on site conditions and wind direction at the time the test pit is made. Prior to excavation, the area can be surveyed by magnetometer or metal detector to identify the presence of underground utilities or drums.

As mentioned previously, no personnel shall enter any test pit or excavation except as a last resort, and then only under direct supervision of a Competent Person. If entrance is still required, Occupational Safety and Health Administration (OSHA) requirements must be met (e.g., walls must be braced with wooden or steel braces, ladders must be in the hole at all times, and a temporary guardrail must be placed along the surface of the hole before entry). It is emphasized that the project data needs should be structured such that required samples can be collected without requiring entrance into the excavation. For example, samples of leachate, groundwater, or sidewall soils can be taken with telescoping poles, etc.

Dewatering may be required to assure the stability of the side walls, to prevent the bottom of the pit from heaving, and to keep the excavation dry. This is an important consideration for excavations in cohesionless material below the groundwater table. Liquids removed as a result of dewatering operations must be handled as potentially contaminated materials. Procedures for the collection and disposal of such materials should be discussed in the site-specific project plans.

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5.8.3 Sampling in Test Pits and Trenches

5.8.3.1 General

Test pits and trenches are usually logged as they are excavated. Records of each test pit/trench will be made as presented in Attachment C. These records include plan and profile sketches of the test pit/trench showing materials encountered, their depth and distribution in the pit/trench, and sample locations. These records also include safety and sample screening information.

Entry of test pits by personnel is extremely dangerous, shall be avoided unless absolutely necessary, and can occur only after all applicable Health and Safety and OSHA requirements have been met.

The final depth and type of samples obtained from each test pit will be determined at the time the test pit is excavated. Sufficient samples are usually obtained and analyzed to quantify contaminant distribution as a function of depth for each test pit. Additional samples of each waste phase and any fluids encountered in each test pit may also be collected.

In some cases, samples of soil may be extracted from the test pit for reasons other than waste sampling and chemical analysis, for instance, to obtain geotechnical information. Such information would include soil types, stratigraphy, strength, etc., and could therefore entail the collection of disturbed (grab or bulk) or relatively undisturbed (hand-carved or pushed/driven) samples, which can be tested for geotechnical properties. The purposes of such explorations are very similar to those of shallow exploratory or test borings, but often test pits offer a faster, more cost-effective method of sampling than installing borings.

5.8.3.2 Sampling Equipment

The following equipment is needed for obtaining samples for chemical or geotechnical analysis from test pits and trenches:

- Backhoe or other excavating machinery.
- Shovels, picks, hand augers, and stainless steel trowels/disposable trowels.
- Sample container - bucket with locking lid for large samples; appropriate bottlenecks for chemical or geotechnical analysis samples.
- Polyethylene bags for enclosing sample containers; buckets.
- Remote sampler consisting of 10-foot sections of steel conduit (1-inch-diameter), hose clamps and right angle adapter for conduit (see Attachment D).

5.8.3.3 Sampling Methods

The methods discussed in this section refer to test pit sampling from grade level. If test pit entry is required, see Section 5.8.3.4.

- Excavate trench or pit in several depth increments. After each increment, the operator will wait while the sampler inspects the test pit from grade level to decide if conditions are appropriate for sampling. (Monitoring of volatiles by the SSO will also be used to evaluate the need for sampling.) Practical depth increments range from 2 to 4 feet.

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- The backhoe operator, who will have the best view of the test pit, will immediately cease digging if:
 - Any fluid phase or groundwater seepage is encountered in the test pit.
 - Any drums, other potential waste containers, obstructions or utility lines are encountered.
 - Distinct changes of material are encountered.

This action is necessary to permit proper sampling of the test pit and to prevent a breach of safety protocol. Depending upon the conditions encountered, it may be required to excavate more slowly and carefully with the backhoe.

For obtaining test pit samples from grade level, the following procedure shall be followed:

- Remove loose material to the greatest extent possible with backhoe.
- Secure walls of pit if necessary. (There is seldom any need to enter a pit or trench which would justify the expense of shoring the walls. All observations and samples should be taken from the ground surface.)
- Samples of the test pit material are to be obtained either directly from the backhoe bucket or from the material once it has been deposited on the ground. The sampler or Field Operations Leader directs the backhoe operator to remove material from the selected depth or location within the test pit/trench. The bucket is brought to the surface and moved away from the pit. The sampler and/or SSO then approaches the bucket and monitors its contents with a photoionization or flame ionization detector. The sample is collected from the center of the bucket or pile and placed in sample containers using a decontaminated stainless steel trowel or disposable spatula.
- If a composite sample is desired, several depths or locations within the pit/trench are selected and a bucket is filled from each area. It is preferable to send individual sample bottles filled from each bucket to the laboratory for compositing under the more controlled laboratory conditions. However, if compositing in the field is required, each sample container shall be filled from materials that have been transferred into a mixing bucket and homogenized. Note that homogenization/compositing is not applicable for samples to be subjected to volatile organic analysis.
- Using the remote sampler shown in Attachment D, samples can be taken at the desired depth from the side wall or bottom of the pit. The face of the pit/trench shall first be scraped (using a long-handled shovel or hoe) to remove the smeared zone that has contacted the backhoe bucket. The sample shall then be collected directly into the sample jar, by scraping with the jar edge, eliminating the need to utilize samplers and minimizing the likelihood of cross-contamination. The sample jar is then capped, removed from the assembly, and packaged for shipment.
- Complete documentation as described in SOP SA-6.3 and Attachment C of this SOP.

5.8.3.4 In-Pit Sampling

Under rare conditions, personnel may be required to enter the test pit/trench. This is necessary only when soil conditions preclude obtaining suitable samples from the backhoe bucket (e.g., excessive mixing of soils or wastes within the test pit/trench) or when samples from relatively small discrete zones within the test pit are required. This approach may also be necessary to sample any seepage occurring at discrete levels or zones in the test pit that are not accessible with remote samplers.

In general, personnel shall sample and log pits and trenches from the ground surface, except as provided for by the following criteria:

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- There is no practical alternative means of obtaining such data.
- The Site Safety Officer and Competent Person determines that such action can be accomplished without breaching site safety protocol. This determination will be based on actual monitoring of the pit/trench after it is dug (including, at a minimum, measurements of volatile organics, explosive gases and available oxygen).
- A Company-designated Competent Person determines that the pit/trench is stable or is made stable (by grading the sidewalls or using shoring) prior to entrance of any personnel. OSHA requirements must be strictly observed.

If these conditions are satisfied, one person will enter the pit/trench. On potentially hazardous waste sites, this individual will be dressed in safety gear as required by the conditions in the pit. He/she will be affixed to a safety rope and continuously monitored while in the pit.

A second individual will be fully dressed in protective clothing including a self-contained breathing device and on standby during all pit entry operations. The individual entering the pit will remain therein for as brief a period as practical, commensurate with performance of his/her work. After removing the smeared zone, samples shall be obtained with a decontaminated trowel or spoon. As an added precaution, it is advisable to keep the backhoe bucket in the test pit when personnel are working below grade. Such personnel can either stand in or near the bucket while performing sample operations. In the event of a cave-in they can either be lifted clear in the bucket, or at least climb up on the backhoe arm to reach safety.

5.8.3.5 Geotechnical Sampling

In addition to the equipment described in Section 5.8.3.2, the following equipment is needed for geotechnical sampling:

- Soil sampling equipment, similar to that used in shallow drilled boring (i.e., open tube samplers), which can be pushed or driven into the floor of the test pit.
- Suitable driving (i.e., a sledge hammer) or pushing (i.e., the backhoe bucket) equipment which is used to advance the sampler into the soil.
- Knives, spatulas, and other suitable devices for trimming hand-carved samples.
- Suitable containers (bags, jars, tubes, boxes, etc.), labels, wax, etc. for holding and safely transporting collected soil samples.
- Geotechnical equipment (pocket penetrometer, torvane, etc.) for field testing collected soil samples for classification and strength properties.

Disturbed grab or bulk geotechnical soil samples may be collected for most soils in the same manner as comparable soil samples for chemical analysis. These collected samples may be stored in jars or plastic-lined sacks (larger samples), which will preserve their moisture content. Smaller samples of this type are usually tested for their index properties to aid in soil identification and classification, while larger bulk samples are usually required to perform compaction tests.

Relatively undisturbed samples are usually extracted in cohesive soils using open tube samplers, and such samples are then tested in a geotechnical laboratory for their strength, permeability and/or compressibility. The techniques for extracting and preserving such samples are similar to those used in performing Shelby tube sampling in borings, except that the sampler is advanced by hand or backhoe,

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rather than by a drill rig. Also, the sampler may be extracted from the test pit by excavation around the sampler when it is difficult to pull it out of the ground. If this excavation requires entry of the test pit, the requirements described in Section 5.8.3.4 of this procedure must be followed. The open tube sampler shall be pushed or driven vertically into the floor or steps excavated in the test pit at the desired sampling elevations. Extracting tube samples horizontally from the walls of the test pit is not appropriate, because the sample will not have the correct orientation.

A sledge hammer or the backhoe may be used to drive or push the sampler or tube into the ground. Place a piece of wood over the top of the sampler or sampling tube to prevent damage during driving/pushing of the sample. Pushing the sampler with a constant thrust is always preferable to driving it with repeated blows, thus minimizing disturbance to the sample. If the sample cannot be extracted by rotating it at least two revolutions (to shear off the sample at the bottom), hand-excavate to remove the soil from around the sides of the sampler. If hand-excavation requires entry of the test pit, the requirements in Section 5.8.3.4 of this procedure must be followed. Prepare, label, pack and transport the sample in the required manner, as described in SOP SA-6.3 and SA-6.1.

5.8.4 Backfilling of Trenches and Test Pits

All test pits and excavations must be either backfilled, covered, or otherwise protected at the end of each day. No excavations shall remain open during non-working hours unless adequately covered or otherwise protected.

Before backfilling, the onsite crew shall photograph all significant features exposed by the test pit and trench and shall include in the photograph a scale to show dimensions. Photographs of test pits shall be marked to include site number, test pit number, depth, description of feature, and date of photograph. In addition, a geologic description of each photograph shall be entered in the site logbook. All photographs shall be indexed and maintained as part of the project file for future reference.

After inspection, backfill material shall be returned to the pit under the direction of the FOL.

If a low permeability layer is penetrated (resulting in groundwater flow from an upper contaminated flow zone into a lower uncontaminated flow zone), backfill material must represent original conditions or be impermeable. Backfill could consist of a soil-bentonite mix prepared in a proportion specified by the FOL (representing a permeability equal to or less than original conditions). Backfill can be covered by "clean" soil and graded to the original land contour. Revegetation of the disturbed area may also be required.

5.9 Records

The appropriate sample log sheet (see Attachment A of this SOP) must be completed by the site geologist/sampler. All soil sampling locations should be documented by tying in the location of two or more nearby permanent landmarks (building, telephone pole, fence, etc.) or obtaining GPS coordinates; and shall be noted on the appropriate sample log sheet, site map, or field notebook. Surveying may also be necessary, depending on the project requirements.

Test pit logs (see Attachment C of this SOP) shall contain a sketch of pit conditions. In addition, at least one photograph with a scale for comparison shall be taken of each pit. Included in the photograph shall be a card showing the test pit number. Boreholes, test pits and trenches shall be logged by the field geologist in accordance with SOP GH-1.5.

Other data to be recorded in the field logbook include the following:

- Name and location of job.
- Date of boring and excavation.

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- Approximate surface elevation.
- Total depth of boring and excavation.
- Dimensions of pit.
- Method of sample acquisition.
- Type and size of samples.
- Soil and rock descriptions.
- Photographs.
- Groundwater levels.
- Organic gas or methane levels.
- Other pertinent information, such as waste material encountered.

6.0 REFERENCES

American Society for Testing and Materials, 1987. ASTM Standards D1587-83 and D1586-84. ASTM Annual Book of Standards. ASTM. Philadelphia, Pennsylvania. Volume 4.08.

NUS Corporation, 1986. Hazardous Material Handling Training Manual.

NUS Corporation and CH2M Hill, August, 1987. Compendium of Field Operation Methods. Prepared for the U.S. EPA.

OSHA, Excavation, Trenching and Shoring 29 CFR 1926.650-653.

OSHA, Confined Space Entry 29 CFR 1910.146.

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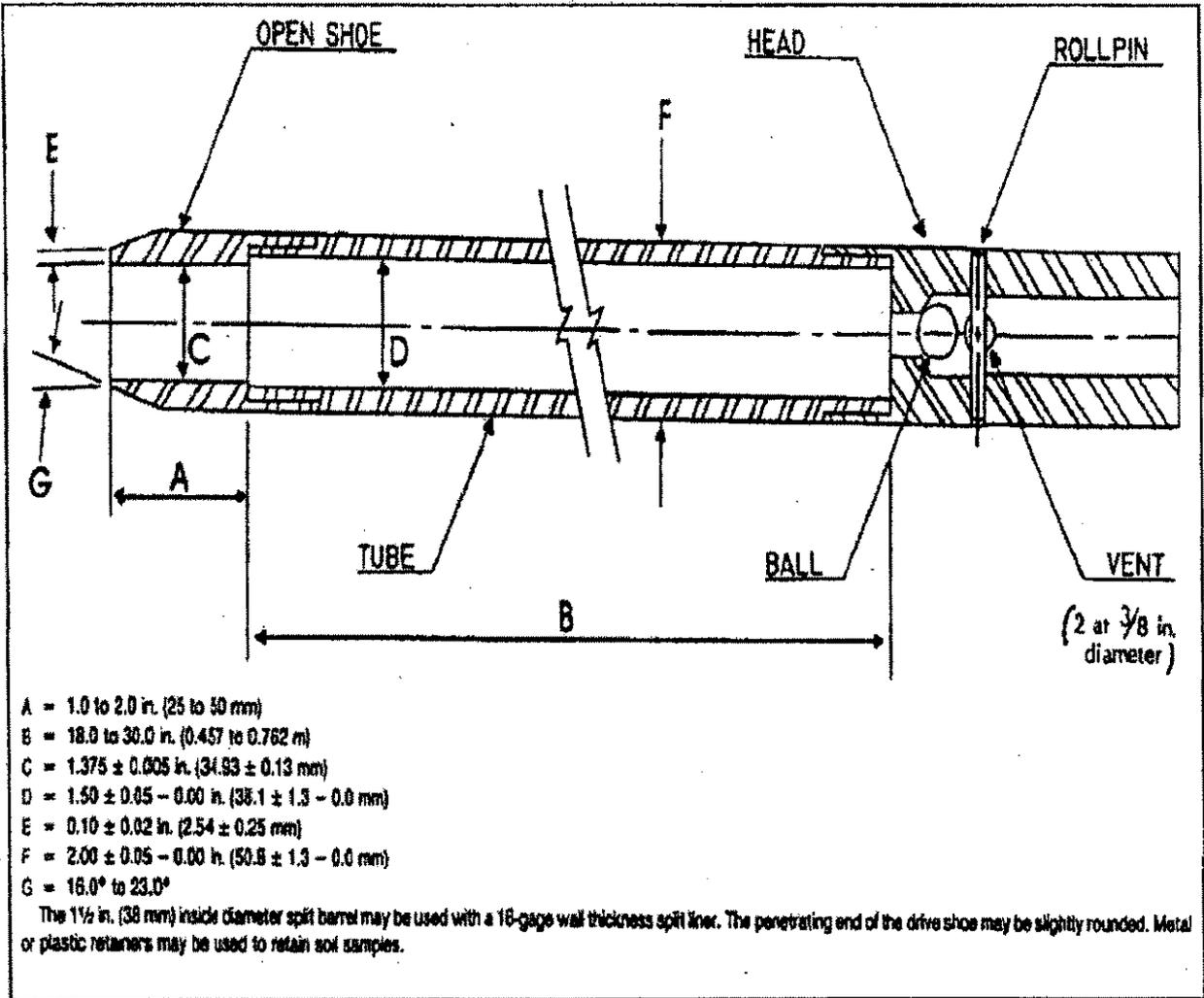
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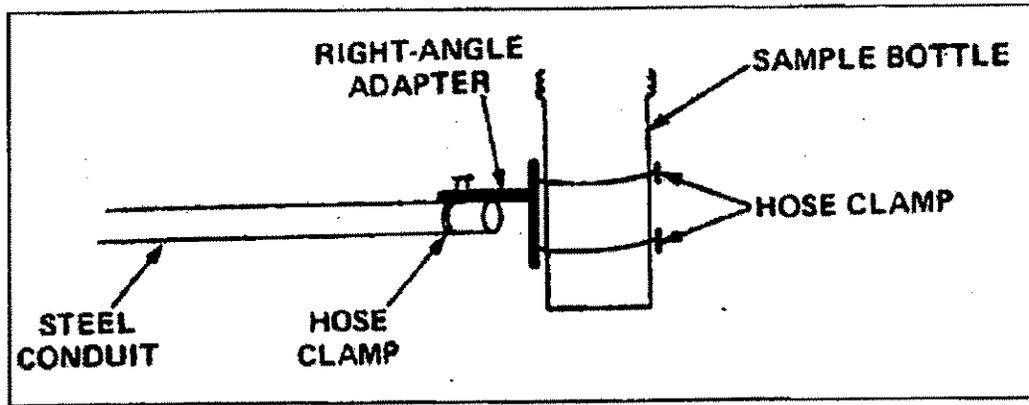
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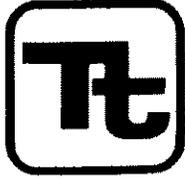
ATTACHMENT B
SPLIT-SPOON SAMPLER



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**ATTACHMENT D
REMOTE SAMPLE HOLDER FOR TEST PIT/TRENCH SAMPLING**





TETRA TECH NUS, INC.

STANDARD OPERATING PROCEDURES

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Applicability	Tetra Tech NUS, Inc.		
Prepared	Earth Sciences Department		
Approved	D. Senovich <i>DS</i>		

Subject
FIELD DOCUMENTATION

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1.0 PURPOSE

The purpose of this Standard Operating Procedure (SOP) is to identify and designate the field data record forms, logs and reports generally initiated and maintained for documenting Tetra Tech NUS field activities.

2.0 SCOPE

Documents presented within this procedure (or equivalents) shall be used for all Tetra Tech NUS field activities, as applicable. Other or additional documents may be required by specific client contracts or project planning documents.

3.0 GLOSSARY

None

4.0 RESPONSIBILITIES

Project Manager (PM) - The Project Manager is responsible for obtaining hardbound, controlled-distribution logbooks (from the appropriate source), as needed. In addition, the Project Manager is responsible for placing all field documentation used in site activities (i.e., records, field reports, sample data sheets, field notebooks, and the site logbook) in the project's central file upon the completion of field work.

Field Operations Leader (FOL) - The Field Operations Leader is responsible for ensuring that the site logbook, notebooks, and all appropriate and current forms and field reports illustrated in this guideline (and any additional forms required by the contract) are correctly used, accurately filled out, and completed in the required time-frame.

5.0 PROCEDURES

5.1 Site Logbook

5.1.1 General

The site logbook is a hard-bound, paginated, controlled-distribution record book in which all major onsite activities are documented. At a minimum, the following activities/events shall be recorded or referenced (daily) in the site logbook:

- All field personnel present
- Arrival/departure of site visitors
- Time and date of H&S training
- Arrival/departure of equipment
- Time and date of equipment calibration
- Start and/or completion of borehole, trench, monitoring well installation, etc.
- Daily onsite activities performed each day
- Sample pickup information
- Health and Safety issues (level of protection observed, etc.)
- Weather conditions

A site logbook shall be maintained for each project. The site logbook shall be initiated at the start of the first onsite activity (e.g., site visit or initial reconnaissance survey). Entries are to be made for every day

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that onsite activities take place which involve Tetra Tech NUS or subcontractor personnel. Upon completion of the fieldwork, the site logbook must become part of the project's central file.

The following information must be recorded on the cover of each site logbook:

- Project name
- Tetra Tech NUS project number
- Sequential book number
- Start date
- End date

Information recorded daily in the site logbook need not be duplicated in other field notebooks (see Section 5.2), but must summarize the contents of these other notebooks and refer to specific page locations in these notebooks for detailed information (where applicable). An example of a typical site logbook entry is shown in Attachment A.

If measurements are made at any location, the measurements and equipment used must either be recorded in the site logbook or reference must be made to the field notebook in which the measurements are recorded (see Attachment A).

All logbook, notebook, and log sheet entries shall be made in indelible ink (black pen is preferred). No erasures are permitted. If an incorrect entry is made, the entry shall be crossed out with a single strike mark, and initialed and dated. At the completion of entries by any individual, the logbook pages used must be signed and dated. The site logbook must also be signed by the Field Operations Leader at the end of each day.

5.1.2 Photographs

When movies, slides, or photographs are taken of a site or any monitoring location, they must be numbered sequentially to correspond to logbook/notebook entries. The name of the photographer, date, time, site location, site description, and weather conditions must be entered in the logbook/notebook as the photographs are taken. A series entry may be used for rapid-sequence photographs. The photographer is not required to record the aperture settings and shutter speeds for photographs taken within the normal automatic exposure range. However, special lenses, films, filters, and other image-enhancement techniques must be noted in the logbook/notebook. If possible, such techniques shall be avoided, since they can adversely affect the accuracy of photographs. Chain-of-custody procedures depend upon the subject matter, type of camera (digital or film), and the processing it requires. Film used for aerial photography, confidential information, or criminal investigation require chain-of-custody procedures. Once processed, the slides of photographic prints shall be consecutively numbered and labeled according to the logbook/notebook descriptions. The site photographs and associated negatives and/or digitally saved images to compact disks must be docketed into the project's central file.

5.2 Field Notebooks

Key field team personnel may maintain a separate dedicated field notebook to document the pertinent field activities conducted directly under their supervision. For example, on large projects with multiple investigative sites and varying operating conditions, the Health and Safety Officer may elect to maintain a separate field notebook. Where several drill rigs are in operation simultaneously, each site geologist assigned to oversee a rig must maintain a field notebook.

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5.3 Field Forms

All Tetra Tech NUS field forms (see list in Section 6.0 of this SOP) can be found on the company's intranet site (<http://intranet.ttnus.com>) under Field Log Sheets. Forms may be altered or revised for project-specific needs contingent upon client approval. Care must be taken to ensure that all essential information can be documented. Guidelines for completing these forms can be found in the related sampling SOP.

5.3.1 **Sample Collection, Labeling, Shipment, Request for Analysis, and Field Test Results**

5.3.1.1 Sample Log Sheet

Sample Log Sheets are used to record specified types of data while sampling. The data recorded on these sheets are useful in describing the sample as well as pointing out any problems, difficulties, or irregularities encountered during sampling. A log sheet must be completed for each sample obtained, including field quality control (QC) samples.

5.3.1.2 Sample Label

A typical sample label is illustrated in Attachment B. Adhesive labels must be completed and applied to every sample container. Sample labels can usually be obtained from the appropriate Program source electronically generated in-house, or are supplied from the laboratory subcontractor.

5.3.1.3 Chain-of-Custody Record Form

The Chain-of-Custody (COC) Record is a multi-part form that is initiated as samples are acquired and accompanies a sample (or group of samples) as they are transferred from person to person. This form must be used for any samples collected for chemical or geotechnical analysis whether the analyses are performed on site or off site. One carbonless copy of the completed COC form is retained by the field crew, one copy is sent to the Project Manager (or designee), while the original is sent to the laboratory. The original (top, signed copy) of the COC form shall be placed inside a large Ziploc-type bag and taped inside the lid of the shipping cooler. If multiple coolers are sent but are included on one COC form, the COC form should be sent with the cooler containing vials for VOC analysis or the cooler with the air bill attached. The air bill should then state how many coolers are included with that shipment. An example of a Chain-of-Custody Record form is provided as Attachment C. Once the samples are received at the laboratory, the sample cooler and contents are checked and any problems are noted on the enclosed COC form (any discrepancies between the sample labels and COC form and any other problems that are noted are resolved through communication between the laboratory point-of-contact and the Tetra Tech NUS Project Manager). The COC form is signed and copied. The laboratory will retain the copy while the original becomes part of the samples' corresponding analytical data package.

5.3.1.4 Chain-of-Custody Seal

Attachment D is an example of a custody seal. The Custody seal is an adhesive-backed label. It is part of a chain-of-custody process and is used to prevent tampering with samples after they have been collected in the field and sealed in coolers for transport to the laboratory. The COC seals are signed and dated by the sampler(s) and affixed across the lid and body of each cooler (front and back) containing environmental samples (see SOP SA-6.1). COC seals may be available from the laboratory; these seals may also be purchased from a supplier.

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5.3.1.5 Geochemical Parameters Log Sheets

Field Analytical Log Sheets are used to record geochemical and/or natural attenuation field test results.

5.3.2 **Hydrogeological and Geotechnical Forms**

5.3.2.1 Groundwater Level Measurement Sheet

A Groundwater Level Measurement Sheet must be filled out for each round of water level measurements made at a site.

5.3.2.2 Data Sheet for Pumping Test

During the performance of a pumping test (or an in-situ hydraulic conductivity test), a large amount of data must be recorded, often within a short time period. The Pumping Test Data Sheet facilitates this task by standardizing the data collection format for the pumping well and observation wells, and allowing the time interval for collection to be laid out in advance.

5.3.2.3 Packer Test Report Form

A Packer Test Report Form must be completed for each well upon which a packer test is conducted.

5.3.2.4 Boring Log

During the progress of each boring, a log of the materials encountered, operation and driving of casing, and location of samples must be kept. The Summary Log of Boring, or Boring Log is used for this purpose and must be completed for each soil boring performed. In addition, if volatile organics are monitored on cores, samples, cuttings from the borehole, or breathing zone, (using a PID or FID), these readings must be entered on the boring log at the appropriate depth. The "Remarks" column can be used to subsequently enter the laboratory sample number, the concentration of key analytical results, or other pertinent information. This feature allows direct comparison of contaminant concentrations with soil characteristics.

5.3.2.5 Monitoring Well Construction Details Form

A Monitoring Well Construction Details Form must be completed for every monitoring well, piezometer, or temporary well point installed. This form contains specific information on length and type of well riser pipe and screen, backfill, filter pack, annular seal and grout characteristics, and surface seal characteristics. This information is important in evaluating the performance of the monitoring well, particularly in areas where water levels show temporal variation, or where there are multiple (immiscible) phases of contaminants. Depending on the type of monitoring well (in overburden or bedrock, stick-up or flush mount), different forms are used.

5.3.2.6 Test Pit Log

When a test pit or trench is constructed for investigative or sampling purposes, a Test Pit Log must be filled out by the responsible field geologist or sampling technician.

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5.3.2.7 Miscellaneous Monitoring Well Forms

Monitoring Well Materials Certificate of Conformance should be used as the project directs to document all materials utilized during each monitoring well installation.

The Monitoring Well Development Record should be used as the project directs to document all well development activities.

5.3.2.8 Miscellaneous Field Forms - QA and Checklists

Container Sample and Inspection Sheet should be used as the project directs each time a container (drum, tank, etc.) is sampled and/or inspected.

QA Sample Log Sheet should be used at the project directs each time a QA sample is collected, such as Rinsate Blank, Source Blank, etc.

Field Task Modification Request (FTMR) will be prepared for all deviations from the project planning documents. The FOL is responsible for initiating the FTMRs. Copies of all FTMRs will be maintained with the onsite planning documents and originals will be placed in the final evidence file.

The Field Project Daily Activities Check List and Field Project Pre-Mobilization Checklist should be used during both the planning and field effort to assure that all necessary tasks are planned for and completed. These two forms are not a requirement but a useful tool for most field work.

5.3.3 **Equipment Calibration and Maintenance Form**

The calibration or standardization of monitoring, measuring or test equipment is necessary to assure the proper operation and response of the equipment, to document the accuracy, precision or sensitivity of the measurement, and determine if correction should be applied to the readings. Some items of equipment require frequent calibration, others infrequent. Some are calibrated by the manufacturer, others by the user.

Each instrument requiring calibration has its own Equipment Calibration Log which documents that the manufacturer's instructions were followed for calibration of the equipment, including frequency and type of standard or calibration device. An Equipment Calibration Log must be maintained for each electronic measuring device used in the field; entries must be made for each day the equipment is used or in accordance with the manufacturer's recommendations.

5.4 Field Reports

The primary means of recording onsite activities is the site logbook. Other field notebooks may also be maintained. These logbooks and notebooks (and supporting forms) contain detailed information required for data interpretation or documentation, but are not easily useful for tracking and reporting of progress. Furthermore, the field logbook/notebooks remain onsite for extended periods of time and are thus not accessible for timely review by project management.

5.4.1 **Daily Activities Report**

To provide timely oversight of onsite contractors, Daily Activities Reports are completed and submitted as described below.

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5.4.1.1 Description

The Daily Activities Report (DAR) documents the activities and progress for each day's field work. This report must be filled out on a daily basis whenever there are drilling, test pitting, well construction, or other related activities occurring which involve subcontractor personnel. These sheets summarize the work performed and form the basis of payment to subcontractors. The DAR form can be found on the TtNUS intranet site.

5.4.1.2 Responsibilities

It is the responsibility of the rig geologist to complete the DAR and obtain the driller's signature acknowledging that the times and quantities of material entered are correct.

5.4.1.3 Submittal and Approval

At the end of the shift, the rig geologist must submit the Daily Activities Report to the Field Operations Leader (FOL) for review and filing. The Daily Activities Report is not a formal report and thus requires no further approval. The DAR reports are retained by the FOL for use in preparing the site logbook and in preparing weekly status reports for submission to the Project Manager.

5.4.2 **Weekly Status Reports**

To facilitate timely review by project management, photocopies of logbook/notebook entries may be made for internal use.

It should be noted that in addition to summaries described herein, other summary reports may also be contractually required.

All Tetra Tech NUS field forms can be found on the company's intranet site at <http://intranet.ttnus.com> under Field Log Sheets.

6.0 **LISTING OF TETRA TECH NUS FIELD FORMS FOUND ON THE TTNUS INTRANET SITE. HTTP://INTRANET.TTNUS.COM CLICK ON FIELD LOG SHEETS**

- Groundwater Sample Log Sheet
- Surface Water Sample Log Sheet
- Soil/Sediment Sample Log Sheet
- Container Sample and Inspection Sheet
- Geochemical Parameters (Natural Attenuation)
- Groundwater Level Measurement Sheet
- Pumping Test Data Sheet
- Packer Test Report Form
- Boring Log
- Monitoring Well Construction Bedrock Flush Mount
- Monitoring Well Construction Bedrock Open Hole
- Monitoring Well Construction Bedrock Stick Up
- Monitoring Well Construction Confining Layer
- Monitoring Well Construction Overburden Flush Mount
- Monitoring Well Construction Overburden Stick Up
- Test Pit Log
- Monitoring Well Materials Certificate of Conformance
- Monitoring Well Development Record

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Daily Activities Record
Field Task Modification Request
Hydraulic Conductivity Test Data Sheet
Low Flow Purge Data Sheet
QA Sample Log Sheet
Equipment Calibration Log
Field Project Daily Activities Checklist
Field Project Pre-Mobilization Checklist

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**ATTACHMENT A
TYPICAL SITE LOGBOOK ENTRY**

START TIME: _____ DATE: _____

SITE LEADER: _____

PERSONNEL: _____

TiNUS	DRILLER	SITE VISITORS
_____	_____	_____
_____	_____	_____
_____	_____	_____

WEATHER: Clear, 68°F, 2-5 mph wind from SE

ACTIVITIES:

1. Steam jenny and fire hoses were set up.
2. Drilling activities at well ____ resumes. Rig geologist was _____. See Geologist's Notebook, No. 1, page 29-30, for details of drilling activity. Sample No. 123-21-S4 collected; see sample logbook, page 42. Drilling activities completed at 11:50 and a 4-inch stainless steel well installed. See Geologist's Notebook, No. 1, page 31, and well construction details for well _____.
3. Drilling rig No.2 steam-cleaned at decontamination pit. Then set up at location of well _____.
4. Well _____ drilled. Rig geologist was _____. See Geologist's Notebook, No. 2, page ____ for details of drilling activities. Sample numbers 123-22-S1, 123-22-S2, and 123-22-S3 collected; see sample logbook, pages 43, 44, and 45.
5. Well _____ was developed. Seven 55-gallon drums were filled in the flushing stage. The well was then pumped using the pitcher pump for 1 hour. At the end of the hour, water pumped from well was "sand free."
6. EPA remedial project manger arrives on site at 14:25 hours.
7. Large dump truck arrives at 14:45 and is steam-cleaned. Backhoe and dump truck set up over test pit _____.
8. Test pit _____ dug with cuttings placed in dump truck. Rig geologist was _____. See Geologist's Notebook, No. 1, page 32, for details of test pit activities. Test pit subsequently filled. No samples taken for chemical analysis. Due to shallow groundwater table, filling in of test pit ____ resulted in a very soft and wet area. A mound was developed and the area roped off.
9. Express carrier picked up samples (see Sample Logbook, pages 42 through 45) at 17:50 hours. Site activities terminated at 18:22 hours. All personnel off site, gate locked.

Field Operations Leader

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ATTACHMENT B

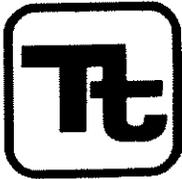
	Tetra Tech NUS, Inc. 661 Andersen Drive Pittsburgh, 15220 (412)921-7090		Project:
			Site:
		Location:	
Sample No:		Matrix:	
Date:	Time:	Preserve:	
Analysis:			
Sampled by:		Laboratory:	

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ATTACHMENT D

CHAIN-OF-CUSTODY SEAL

<u>Signature</u> <u>Date</u> CUSTODY SEAL		CUSTODY SEAL <u>Date</u> <u>Signature</u>
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TETRA TECH NUS, INC.

STANDARD OPERATING PROCEDURES

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Applicability	Tetra Tech NUS, Inc.		
Prepared	Health & Safety		
Approved	D. Senovich		

Subject
UTILITY LOCATING AND EXCAVATION CLEARANCE

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1.0 PURPOSE

Utilities such as electric service lines, natural or propane gas lines, water and sewage lines, telecommunications, and steam lines are very often in the immediate vicinity of work locations. Contact with underground or overhead utilities can have serious consequences including employee injury/fatality, property and equipment damage, substantial financial impacts, and loss of utility service to users.

The purpose of this procedure is to provide minimum requirements and technical guidelines regarding the appropriate procedures to be followed when performing subsurface and overhead utility locating services. It is the policy of Tetra Tech NUS, Inc. (TiNUS) to provide a safe and healthful work environment for the protection of our employees. The purpose of this Standard Operating Procedure (SOP) is to aid in achieving the objectives of this policy, to present the acceptable procedures pertaining to utility locating and excavation clearance activities, and to present requirements and restrictions relevant to these types of activities. This SOP must be reviewed by any employee potentially involved with underground or overhead utility locating and avoidance activities.

2.0 SCOPE

This procedure applies to all TiNUS field activities where there may be potential contact with underground or overhead utilities. This procedure provides a description of the principles of operation, instrumentation, applicability, and implementability of typical methods used to determine the presence and avoidance of contact with utility services. This procedure is intended to assist with work planning and scheduling, resource planning, field implementation, and subcontractor procurement. Utility locating and excavation clearance requires site-specific information prior to the initiation of any such activities on a specific project. This SOP is not intended to provide a detailed description of methodology and instrument operation. Specialized expertise during both planning and execution of several of the methods presented may also be required.

3.0 GLOSSARY

Electromagnetic Induction (EMI) Survey - A geophysical exploration method whereby electromagnetic fields are induced in the ground and the resultant secondary electromagnetic fields are detected as a measure of ground conductivity.

Magnetometer – A device used for precise and sensitive measurements of magnetic fields.

Magnetic Survey – A geophysical survey method that depends on detection of magnetic anomalies caused by the presence of buried ferromagnetic objects.

Metal Detection – A geophysical survey method that is based on electromagnetic coupling caused by underground conductive objects.

Vertical Gradiometer – A magnetometer equipped with two sensors that are vertically separated by a fixed distance. It is best suited to map near surface features and is less susceptible to deep geologic features.

Ground Penetrating Radar – Ground Penetrating Radar (GPR) involves specialized radar equipment whereby a signal is sent into the ground via a transmitter. Some portion of the signal will be reflected from the subsurface material, which is then recorded with a receiver and electronically converted into a graphic picture.

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4.0 RESPONSIBILITIES

Project Manager (PM)/Task Order Manager (TOM) - Responsible for ensuring that all field activities are conducted in accordance with this procedure.

Site Manager (SM)/Field Operations Leader (FOL) - Responsible for the onsite verification that all field activities are performed in compliance with approved SOPs or as otherwise directed by the approved project plan(s).

Site Health & Safety Officer (SHSO) – Responsible to provide technical assistance and verify full compliance with this SOP. The SHSO is also responsible for reporting any deficiencies to the Corporate Health and Safety Manager (HSM) and to the PM/TOM.

Health & Safety Manager (HSM) – Responsible for preparing, implementing, and modifying corporate health and safety policy and this SOP.

Site Personnel – Responsible for performing their work activities in accordance with this SOP and the TtNUS Health and Safety Policy.

5.0 PROCEDURES

This procedure addresses the requirements and technical procedures that must be performed to minimize the potential for contact with underground and overhead utility services. These procedures are addressed individually from a buried and overhead standpoint.

5.1 Buried Utilities

Buried utilities present a heightened concern because their location is not typically obvious by visual observation, and it is common that their presence and/or location is unknown or incorrectly known on client properties. This procedure must be followed prior to beginning any subsurface probing or excavation that might potentially be in the vicinity of underground utility services. In addition, the Utility Clearance Form (Attachment 3) must be completed for every location or cluster of locations where intrusive activities will occur.

Where the positive identification and de-energizing of underground utilities cannot be obtained and confirmed using the following steps, the PM/TOM is responsible for arranging for the procurement of a qualified, experienced, utility locating subcontractor who will accomplish the utility location and demarcation duties specified herein.

1. A comprehensive review must be made of any available property maps, blue lines, or as-builts prior to site activities. Interviews with local personnel familiar with the area should be performed to provide additional information concerning the location of potential underground utilities. Information regarding utility locations shall be added to project maps upon completion of this exercise.
- 2., A visual site inspection must be performed to compare the site plan information to actual field conditions. Any findings must be documented and the site plan/maps revised. The area(s) of proposed excavation or other subsurface activities must be marked at the site in white paint or pin flags to identify those locations of the proposed intrusive activities. The site inspection should focus on locating surface indications of potential underground utilities. Items of interest include the presence of nearby area lights, telephone service, drainage grates, fire hydrants, electrical service vaults/panels, asphalt/concrete scars and patches, and topographical depressions. Note the location of any emergency shut off switches. Any additional information regarding utility

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locations shall be added to project maps upon completion of this exercise and returned to the PM/TOM.

3. If the planned work is to be conducted on private property (e.g., military installations, manufacturing facilities, etc.) the FOL must identify and contact appropriate facility personnel (e.g., public works or facility engineering) before any intrusive work begins to inquire about (and comply with) property owner requirements. It is important to note that private property owners may require several days to several weeks advance notice prior to locating utilities.
4. If the work location is on public property, the state agency that performs utility clearances must be notified (see Attachment 1). State "one-call" services must be notified prior to commencing fieldwork per their requirements. Most one-call services require, by law, 48- to 72-hour advance notice prior to beginning any excavation. Such services typically assign a "ticket" number to the particular site. This ticket number must be recorded for future reference and is valid for a specific period of time, but may be extended by contacting the service again. The utility service will notify utility representatives who then mark their respective lines within the specified time frame. It should be noted that most military installations own their own utilities but may lease service and maintenance from area providers. Given this situation, "one call" systems may still be required to provide location services on military installations.
5. Utilities must be identified and their locations plainly marked using pin flags, spray paint, or other accepted means. The location of all utilities must be noted on a field sketch for future inclusion on project maps. Utility locations are to be identified using the following industry-standard color code scheme, unless the property owner or utility locator service uses a different color code:

white	excavation/subsurface investigation location
red	electrical
yellow	gas, oil, steam
orange	telephone, communications
blue	water, irrigation, slurry
green	sewer, drain

6. Where utility locations are not confirmed with a high degree of confidence through drawings, schematics, location services, etc., the work area must be thoroughly investigated prior to beginning the excavation. In these situations, utilities must be identified using safe and effective methods such as passive and intrusive surveys, or the use of non-conductive hand tools. Also, in situations where such hand tools are used, they should always be used in conjunction with suitable detection equipment, such as the items described in Section 6.0 of this SOP. Each method has advantages and disadvantages including complexity, applicability, and price. It also should be noted that in some states, initial excavation is required by hand to a specified depth.
7. At each location where trenching or excavating will occur using a backhoe or other heavy equipment, and where utility identifications and locations cannot be confirmed prior to groundbreaking, the soil must be probed using a device such as a tile probe which is made of non-conductive material such as fiberglass. If these efforts are not successful in clearing the excavation area of suspect utilities, hand shoveling must be performed for the perimeter of the intended excavation.
8. All utilities uncovered or undermined during excavation must be structurally supported to prevent potential damage. Unless necessary as an emergency corrective measure, TtNUS shall not make any repairs or modifications to existing utility lines without prior permission of the utility owner, property owner, and Corporate HSM. All repairs require that the line be locked-out/tagged-out prior to work.

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5.2 Overhead Power Lines

If it is necessary to work within the minimum clearance distance of an overhead power line, the overhead line must be de-energized and grounded, or re-routed by the utility company or a registered electrician. If protective measures such as guarding, isolating, or insulating are provided, these precautions must be adequate to prevent employees from contacting such lines directly with any part of their body or indirectly through conductive materials, tools, or equipment.

The following table provides the required minimum clearances for working in proximity to overhead power lines.

<u>Nominal Voltage</u>	<u>Minimum Clearance</u>
0 -50 kV	10 feet, or one mast length; whichever is greater
50+ kV	10 feet plus 4 inches for every 10 kV over 50 kV or 1.5 mast lengths; whichever is greater

6.0 UNDERGROUND LOCATING TECHNIQUES

A variety of supplemental utility locating approaches are available and can be applied when additional assurance is needed. The selection of the appropriate method(s) to employ is site-specific and should be tailored to the anticipated conditions, site and project constraints, and personnel capabilities.

6.1 Geophysical Methods

Geophysical methods include electromagnetic induction, magnetics, and ground penetrating radar. Additional details concerning the design and implementation of electromagnetic induction, magnetics, and ground penetrating radar surveys can be found in one or more of the TtNUS SOPs included in the References (Section 8.0).

Electromagnetic Induction

Electromagnetic Induction (EMI) line locators operate either by locating a background signal or by locating a signal introduced into the utility line using a transmitter. A utility line acts like a radio antenna, producing electrons, which can be picked up with a radiofrequency receiver. Electrical current carrying conductors have a 60HZ signal associated with them. This signal occurs in all power lines regardless of voltage. Utilities in close proximity to power lines or used as grounds may also have a 60HZ signal, which can be picked up with an EM receiver. A typical example of this type of geophysical equipment is an EM-61.

EMI locators specifically designed for utility locating use a special signal that is either indirectly induced onto a utility line by placing the transmitter above the line or directly induced using an induction clamp. The clamp induces a signal on the specific utility and is the preferred method of tracing since there is little chance of the resulting signals being interfered with. A good example of this type of equipment is the Schonstedt® MAC-51B locator. The MAC-51B performs inductively traced surveys, simple magnetic locating, and traced nonmetallic surveys.

When access can be gained inside a conduit to be traced, a flexible insulated trace wire can be used. This is very useful for non-metallic conduits but is limited by the availability of gaining access inside the pipe.

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Magnetics

Magnetic locators operate by detecting the relative amounts of buried ferrous metal. They are incapable of locating or identifying nonferrous utility lines but can be very useful for locating underground storage tanks (UST's), steel utility lines, and buried electrical lines. A typical example of this type of equipment is the Schonstedt® GA-52Cx locator. The GA-52Cx is capable of locating 4-inch steel pipe up to 8 feet deep.

Non-ferrous lines are often located by using a typical plumbing tool (snake) fed through the line. A signal is then introduced to the snake that is then traced.

Ground Penetrating Radar

Ground Penetrating Radar (GPR) involves specialized radar equipment whereby a signal is sent into the ground via a transmitter. Some portion of the signal will be reflected from the subsurface material, which is then recorded with a receiver and electronically converted into a graphic picture. In general, an object which is harder than the surrounding soil will reflect a stronger signal. Utilities, tunnels, UST's, and footings will reflect a stronger signal than the surrounding soil. Although this surface detection method may determine the location of a utility, this method does not specifically identify utilities (i.e., water vs. gas, electrical vs. telephone); hence, verification may be necessary using other methods. This method is somewhat limited when used in areas with clay soil types or with a high water table.

6.2 Passive Detection Surveys

Acoustic Surveys

Acoustic location methods are generally most applicable to waterlines or gas lines. A highly sensitive Acoustic Receiver listens for background sounds of water flowing (at joints, leaks, etc.) or to sounds introduced into the water main using a transducer. Acoustics may also be applicable to determine the location of plastic gas lines.

Thermal Imaging

Thermal (i.e., infrared) imaging is a passive method for detecting the heat emitted by an object. Electronics in the infrared camera convert subtle heat differentials into a visual image on the viewfinder or a monitor. The operator does not look for an exact temperature; rather they look for heat anomalies (either elevated or suppressed temperatures) characteristic of a potential utility line.

The thermal fingerprint of underground utilities results from differences in temperature between the atmosphere and the fluid present in a pipe or the heat generated by electrical resistance. In addition, infrared scanners may be capable of detecting differences in the compaction, temperature and moisture content of underground utility trenches. High-performance thermal imagery can detect temperature differences to hundredths of a degree.

6.3 Intrusive Detection Surveys

Vacuum Excavation

Vacuum excavation is used to physically expose utility services. The process involves removing the surface material over approximately a 1' x 1' area at the site location. The air-vacuum process proceeds with the simultaneous action of compressed air-jets to loosen soil and vacuum extraction of the resulting

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debris. This process ensures the integrity of the utility line during the excavation process, as no hammers, blades, or heavy mechanical equipment comes into contact with the utility line, eliminating the risk of damage to utilities. The process continues until the utility is uncovered. Vacuum excavation can be used at the proposed site location to excavate below the "utility window" which is usually 8 feet.

Hand Excavation

When the identification and location of underground utilities cannot be positively confirmed through document reviews and/or other methods, borings and excavations may be cleared via the use of non-conductive hand tools. This should always be done in conjunction with the use of detection equipment. This would be required for all locations where there is a potential to impact buried utilities. The minimum hand-excavation depth that must be reached is to be determined considering the geographical location of the work site. This approach recognizes that the placement of buried utilities is influenced by frost line depths that vary by geographical region. Attachment 2 presents frost line depths for the regions of the contiguous United States. At a minimum, hand excavation depths must be at least to the frost line depth (see Attachment 2) plus two (2) feet, but never less than 4 feet below ground surface (bgs). For hand excavation, the hole created must be reamed large enough to be at least the diameter of the drill rig auger or bit prior to drilling. For soil gas surveys, the survey probe shall be placed as close as possible to the cleared hand excavation. It is important to note that a post-hole digger must not be used in this type of hand excavation activity.

Tile Probe Surveys

For some soil types, site conditions, and excavation requirements, non-conductive tile probes may be used. A tile probe is a "T"-handled rod of varying lengths that can be pushed into the soil to determine if any obstructions exist at that location. Tile probes constructed of fiberglass or other nonconductive material are readily-available from numerous vendors. Tile probes must be performed to the same depth requirements as previously specified. As with other types of hand excavating activities, the use of a non-conductive tile probe, should always be in conjunction with suitable utility locating detection equipment.

7.0 INTRUSIVE ACTIVITIES SUMMARY

The following list summarizes the activities that must be performed prior to beginning subsurface activities:

1. Map and mark all subsurface locations and excavation boundaries using white paint or markers specified by the client or property owner.
2. Notify the property owner and/or client that the locations are marked. At this point, drawings of locations or excavation boundaries shall be provided to the property owner and/or client so they may initiate (if applicable) utility clearance.

Note: Drawings with confirmed locations should be provided to the property owner and/or client as soon as possible to reduce potential time delays.

3. Notify "One Call" service. If possible, arrange for an appointment to show the One Call representative the surface locations or excavation boundaries in person. This will provide a better location designation to the utilities they represent. You should have additional drawings should you need to provide plot plans to the One Call service.
4. Implement supplemental utility detection techniques as necessary and appropriate to conform utility locations or the absence thereof.

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5. Complete Attachment 3, Utility Clearance Form. This form should be completed for each excavation location. In situations where multiple subsurface locations exist within the close proximity of one another, one form may be used for multiple locations provided those locations are noted on the Utility Clearance Form. Upon completion, the Utility Clearance Form and revised/annotated utility location map becomes part of the project file.

8.0 REFERENCES

OSHA Letter of Interpretation, Mr. Joseph Caldwell, Attachment 4
 OSHA 29 CFR 1926(b)(2)
 OSHA 29 CFR 1926(b)(3)
 T1NUS Utility Locating and Clearance Policy
 T1NUS SOP GH-3.1; Resistivity and Electromagnetic Induction
 T1NUS SOP GH-3.2; Magnetic and Metal Detection Surveys
 T1NUS SOP GH-3.4; Ground-penetrating Radar Surveys

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**ATTACHMENT 1
LISTING OF UNDERGROUND UTILITY CLEARANCE RESOURCES**



American Public Works Association
2345 Grand Boulevard, Suite 500, Kansas City, MO 64108-2625
Phone (816) 472-6100 • Fax (816) 472-1610
Web www.apwa.net • E-mail apwa@apwa.net

**ONE-CALL SYSTEMS INTERNATIONAL
CONDENSED DIRECTORY**

- | | | |
|--|---|--|
| <p>Alabama
Alabama One-Call
1-800-292-8525</p> <p>Alaska
Locate Call Center of Alaska, Inc.
1-800-478-3121</p> <p>Arizona
Arizona Blue Stake
1-800-782-5348</p> <p>Arkansas
Arkansas One Call System, Inc.
1-800-482-8998</p> <p>California
Underground Service Alert North
1-800-227-2600
Underground Service Alert of Southern
California
1-800-227-2600</p> <p>Colorado
Utility Notification Center of Colorado
1-800-922-1987</p> <p>Connecticut
Call Before You Dig
1-800-922-4455</p> <p>Delaware
Miss Utility of Delmarva
1-800-282-8555</p> <p>Florida
Sunshine State One-Call of Florida, Inc.
1-800-432-4770</p> <p>Georgia
Underground Protection Center, Inc.
1-800-282-7411</p> <p>Hawaii
Underground Service Alert North
1-800-227-2600</p> <p>Idaho
Dig Line Inc.
1-800-342-1585
Kootenai County One-Call
1-800-428-4950
Shoshone - Benewah One-Call
1-800-398-3285</p> <p>Illinois
JULIE, Inc.
1-800-892-0123
Digger (Chicago Utility Alert Network)
312-744-7000</p> <p>Indiana
Indiana Underground Plant Protection
Service
1-800-382-5544</p> | <p>Iowa
Iowa One-Call
1-800-292-8989</p> <p>Kansas
Kansas One-Call System, Inc.
1-800-344-7233</p> <p>Kentucky
Kentucky Underground Protection Inc.
1-800-752-6007</p> <p>Louisiana
Louisiana One Call System, Inc.
1-800-272-3020</p> <p>Maine
Dig Safe System, Inc.
1-888-344-7233</p> <p>Maryland
Miss Utility
1-800-257-7777
Miss Utility of Delmarva
1-800-282-8555</p> <p>Massachusetts
Dig Safe System, Inc.
1-888-344-7233</p> <p>Michigan
Miss Dig System, Inc.
1-800-482-7171</p> <p>Minnesota
Gopher State One Call
1-800-252-1168</p> <p>Mississippi
Mississippi One-Call System, Inc.
1-800-227-6477</p> <p>Missouri
Missouri One-Call System, Inc.
1-800-344-7483</p> <p>Montana
Utilities Underground Protection Center
1-800-424-5555
Montana One Call Center
1-800-551-8344</p> <p>Nebraska
Diggers Hotline of Nebraska
1-800-331-5686</p> <p>Nevada
Underground Service Alert North
1-800-227-2600</p> <p>New Hampshire
Dig Safe System, Inc.
1-888-344-7233</p> | <p>New Jersey
New Jersey One Call
1-800-272-1000</p> <p>New Mexico
New Mexico One Call System, Inc.
1-800-321-2537
Las Cruces- Dona Ana Blue Stakes
1-888-528-0400</p> <p>New York
Dig Safely New York
1-800-862-7962
New York City- Long Island One Call
Center
1-800-272-4480</p> <p>North Carolina
The North Carolina One-Call Center,
Inc.
1-800-632-4949</p> <p>North Dakota
North Dakota One-Call
1-800-795-0555</p> <p>Ohio
Ohio Utilities Protection Service
1-800-362-2764
Oil & Gas Producers Underground
Protect'n Svc
1-800-925-0988</p> <p>Oklahoma
Call Okie
1-800-522-6543</p> <p>Oregon
Oregon Utility Notification Center/One
Call Concepts
1-800-332-2344</p> <p>Pennsylvania
Pennsylvania One Call System, Inc.
1-800-242-1776</p> <p>Rhode Island
Dig Safe System, Inc.
1-888-344-7233</p> <p>South Carolina
Palmetto Utility Protection Service Inc.
1-888-721-7877</p> <p>South Dakota
South Dakota One Call
1-800-781-7474</p> <p>Tennessee
Tennessee One-Call System, Inc.
1-800-351-1111</p> |
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ATTACHMENT 1 (Continued)

Texas
Texas One Call System
1-800-245-4545
Texas Excavation Safety System, Inc.
1-800-344-8377
Lone Star Notification Center
1-800-669-8344

Utah
Blue Stakes of Utah
1-800-662-4111

Vermont
Dig Safe System, Inc.
1-888-344-7233

Virginia
Miss Utility of Virginia
1-800-552-7001
Miss Utility (Northern Virginia)
1-800-257-7777

Washington
Utilities Underground Location Center
1-800-424-5555
Northwest Utility Notification Center
1-800-553-4344
Inland Empire Utility Coordinating
Council
509-456-8000

West Virginia
Miss Utility of West Virginia, Inc.
1-800-245-4648

Wisconsin
Diggers Hotline, Inc.
1-800-242-8511

Wyoming
Wyoming One-Call System, Inc.
1-800-348-1030
Call Before You Dig of Wyoming
1-800-849-2476

District of Columbia
Miss Utility
1-800-257-7777

Alberta
Alberta One-Call Corporation
1-800-242-3447

British Columbia
BC One Call
1-800-474-6886

Ontario
Ontario One-Call System
1-800-400-2255

Quebec
Info-Excavation
1-800-663-9228

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**ATTACHMENT 3
UTILITY CLEARANCE FORM**

Client: _____ Project Name: _____
 Project No.: _____ Completed By: _____
 Location Name: _____ Work Date: _____
 Excavation Method/Overhead Equipment: _____

1. **Underground Utilities** Circle One
- a) Review of existing maps? yes no N/A
 - b) Interview local personnel? yes no N/A
 - c) Site visit and inspection? yes no N/A
 - d) Excavation areas marked in the field? yes no N/A
 - e) Utilities located in the field? yes no N/A
 - f) Located utilities marked/added to site maps? yes no N/A
 - g) Client contact notified yes no N/A
 Name _____ Telephone: _____ Date: _____
 - g) State One-Call agency called? yes no N/A
 Caller: _____
 Ticket Number: _____ Date: _____
 - h) Geophysical survey performed? yes no N/A
 Survey performed by: _____
 Method: _____ Date: _____
 - i) Hand excavation performed (with concurrent use of utility
 detection device)? yes no N/A
 Completed by: _____
 Total depth: _____ feet Date: _____
 - j) Trench/excavation probed? yes no N/A
 Probing completed by: _____
 Depth/frequency: _____ Date: _____
2. **Overhead Utilities** Present Absent
- a) Determination of nominal voltage yes no N/A
 - b) Marked on site maps yes no N/A
 - c) Necessary to lockout/insulate/re-route yes no N/A
 - d) Document procedures used to lockout/insulate/re-route yes no N/A
 - e) Minimum acceptable clearance (SOP Section 5.2): _____

3. Notes:

Approval:

 Site Manager/Field Operations Leader Date

c: PM/Project File
 Program File

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**ATTACHMENT 4
OSHA LETTER OF INTERPRETATION**

Mr. Joseph Caldwell
Consultant
Governmental Liaison
Pipeline Safety Regulations
211 Wilson Boulevard
Suite 700
Arlington, Virginia 22201

Re: Use of hydro-vacuum or non-conductive hand tools to locate underground utilities.

Dear Mr. Caldwell:

In a letter dated July 7, 2003, we responded to your inquiry of September 18, 2002, regarding the use of hydro-vacuum equipment to locate underground utilities by excavation. After our letter to you was posted on the OSHA website, we received numerous inquiries that make it apparent that aspects of our July 7 letter are being misunderstood. In addition, a number of industry stakeholders, including the National Utility Contractors Association (NUCA), have provided new information regarding equipment that is available for this work.

To clarify these issues, we are withdrawing our July 7 letter and issuing this replacement response to your inquiry.

Question: Section 1926.651 contains several requirements that relate to the safety of employees engaged in excavation work. Specifically, paragraphs (b)(2) and (b)(3) relate in part to the safety of the means used to locate underground utility installations that, if damaged during an uncovering operation, could pose serious hazards to employees.

Under these provisions, what constitutes an acceptable method of uncovering underground utility lines, and further, would the use of hydro-vacuum excavation be acceptable under the standard?

Answer

Background

Two sections of 29 CFR 1926 Subpart P (Excavations), 1926.651 (Specific excavation requirements), govern methods for uncovering underground utility installations. Specifically, paragraph (b)(2) states:

When utility companies or owners cannot respond to a request to locate underground utility installations within 24 hours * * * or cannot establish the exact location of these installations, the employer may proceed, provided the employer does so with caution, and provided detection equipment or other acceptable means to locate utility installations are used. (emphasis added).

Paragraph (b)(3) provides:

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ATTACHMENT 4 (Continued)

When excavation operations approach the estimated location of underground installations, the exact location of the installations shall be determined by safe and acceptable means. (emphasis added).

Therefore, "acceptable means" must be used where the location of the underground utilities have not been identified by the utility companies and detection equipment is not used.

Subpart P does not contain a definition of either "other acceptable means" or "safe and acceptable means." The preambles to both the proposed rule and the final rule discussed the rationale behind the wording at issue. For example, the preamble to the proposed rule, 52 Fed. Reg. 12301 (April 15, 1987), noted that a 1972 version of this standard contained language that specified "careful probing or hand digging" as the means to uncover utilities. The preamble then noted that an amendment to the 1972 standard later deleted that language "to allow other, *equally effective means* of locating such installations." The preamble continued that in the 1987 proposed rule, OSHA again proposed using language in section (b)(3) that would provide another example of an acceptable method of uncovering utilities that could be used where the utilities have not been marked and detection equipment is not being used – "probing with hand-held tools." This method was rejected in the final version of 29 CFR 1926. As OSHA explained in the preamble to the final rule, 54 Fed. Reg. 45916 (October 31, 1989):

OSHA received two comments * * * and input from ACCSH [OSHA's Advisory Committee on Construction Safety and Health] * * * on this provision. All commenters recommended dropping 'such as probing with hand-held tools' from the proposed provision, because this could create a hazard to employees by damaging the installation or its insulation.

In other words, the commenters objected to the use of hand tools being used unless detection equipment was used in conjunction with them. OSHA then concluded its discussion relative to this provision by agreeing with the commentators and ultimately not including any examples of "acceptable means" in the final provision.

Non-conductive hand tools are permitted

This raises the question of whether the standard permits the use of hand tools alone -- without also using detection equipment. NUCA and other industry stakeholders have recently informed us that non-conductive hand tools that are appropriate to be used to locate underground utilities are now commonly available.

Such tools, such as a "shooter" (which has a non-conductive handle and a snub nose) and non-conductive or insulated probes were not discussed in the rulemaking. Since they were not considered at that time, they were not part of the class of equipment that was thought to be unsafe for this purpose. Therefore, we conclude that the use of these types of hand tools, when used with appropriate caution, is an "acceptable means" for locating underground utilities.

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ATTACHMENT 4 (Continued)

Hydro-vacuum excavation

It is our understanding that some hydro-vacuum excavation equipment can be adjusted to use a minimum amount of water and suction pressure. When appropriately adjusted so that the equipment will not damage underground utilities (especially utilities that are particularly vulnerable to damage, such as electrical lines), use of such equipment would be considered a "acceptable means" of locating underground utilities. However, if the equipment cannot be sufficiently adjusted, then this method would not be acceptable under the standard.

Other technologies

We are not suggesting that these are the only devices that would be "acceptable means" under the standard. Industry stakeholders have informed us that there are other types of special excavation equipment designed for safely locating utilities as well.

We apologize for any confusion our July 7 letter may have caused. If you have further concerns or questions, please feel free to contact us again by fax at: U.S. Department of Labor, OSHA, Directorate of Construction, Office of Construction Standards and Compliance Assistance, fax # 202-693-1689. You can also contact us by mail at the above office, Room N3468, 200 Constitution Avenue, N.W., Washington, D.C. 20210, although there will be a delay in our receiving correspondence by mail.

Sincerely,

Russell B. Swanson, Director
Directorate of Construction

NOTE: OSHA requirements are set by statute, standards and regulations. Our interpretation letters explain these requirements and how they apply to particular circumstances, but they cannot create additional employer obligations. This letter constitutes OSHA's interpretation of the requirements discussed. Note that our enforcement guidance may be affected by changes to OSHA rules. Also, from time to time we update our guidance in response to new information. To keep apprised of such developments, you can consult OSHA's website at <http://www.osha.gov>.



TETRA TECH NUS, INC.

STANDARD OPERATING PROCEDURES

Number SA-7.1	Page 1 of 8
Effective Date 09/03	Revision 3
Applicability Tetra Tech NUS, Inc.	
Prepared Earth Sciences Department	
Approved D. Senovich <i>ds</i>	

Subject DECONTAMINATION OF FIELD EQUIPMENT

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1.0 PURPOSE

Decontamination is the process of removing and/or neutralizing site contaminants that have contacted and/or accumulated on equipment. The objective/purpose of this SOP is intended to protect site personnel, general public, and the sample integrity through the prevention of cross contamination onto unaffected persons or areas. It is further intended through this procedure to provide guidelines regarding the appropriate procedures to be followed when decontaminating drilling equipment, monitoring well materials, chemical sampling equipment and field analytical equipment.

2.0 SCOPE

This procedure applies to all equipment including drilling equipment, heavy equipment, monitoring well materials, as well as chemical sampling and field analytical equipment decontamination that may be used to provide access/acquire environmental samples. Where technologically and economically feasible, single use sealed disposable equipment will be employed to minimize the potential for cross contamination. This procedure also provides general reference information on the control of contaminated materials.

3.0 GLOSSARY

Acid - For decontamination of equipment when sampling for trace levels of inorganics, a 10% solution of nitric acid in deionized water should be used. Due to the leaching ability of nitric acid, it should not be used on stainless steel.

Alconox/Liquinox - A brand of phosphate-free laboratory-grade detergent.

Decontamination Solution - Is a solution selected/identified within the Health and Safety Plan or Project-Specific Quality Assurance Plan. The solution is selected and employed as directed by the project chemist/health and safety professional.

Deionized Water (DI) - Deionized water is tap water that has been treated by passing through a standard deionizing resin column. This water may also pass through additional filtering media to attain various levels of analyte-free status. The DI water should meet CAP and NCCLS specifications for reagent grade, Type I water.

Potable Water - Tap water used from any municipal water treatment system. Use of an untreated potable water supply is not an acceptable substitute for tap water.

Pressure Washing - Employs high pressure pumps and nozzle configuration to create a high pressure spray of potable water. High pressure spray is employed to remove solids.

Solvent - The solvent of choice is pesticide-grade Isopropanol. Use of other solvents (methanol, acetone, pesticide-grade hexane, or petroleum ether) may be required for particular projects or for a particular purpose (e.g. for the removal of concentrated waste) and must be justified in the project planning documents. As an example, it may be necessary to use hexane when analyzing for trace levels of pesticides, PCBs, or fuels. In addition, because many of these solvents are not miscible in water, the equipment should be air dried prior to use. Solvents should not be used on PVC equipment or well construction materials.

Steam Pressure Washing - This method employs a high pressure spray of heated potable water. This method through the application of heat provides for the removal of various organic/inorganic compounds.

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4.0 RESPONSIBILITIES

Project Manager - Responsible for ensuring that all field activities are conducted in accordance with approved project plan(s) requirements.

Field Operations Leader (FOL) - Responsible for the onsite verification that all field activities are performed in compliance with approved Standards Operating Procedures or as otherwise dictated by the approved project plan(s).

Site Health and Safety Officer (SHSO) - The SHSO exercises shared responsibility with the FOL concerning decontamination effectiveness. All equipment arriving on-site (as part of the equipment inspection), leaving the site, moving between locations are required to go through a decontamination evaluation. This is accomplished through visual examination and/or instrument screening to determine the effectiveness of the decontamination process. Failure to meet these objectives are sufficient to restrict equipment from entering the site/exiting the site/ or moving to a new location on the site until the objectives are successfully completed.

5.0 PROCEDURES

The process of decontamination is accomplished through the removal of contaminants, neutralization of contaminants, or the isolation of contaminants. In order to accomplish this activity a level of preparation is required. This includes site preparation, equipment selection, and evaluation of the process. Site contaminant types, concentrations, media types, are primary drivers in the selection of the types of decontamination as well as where it will be conducted. For purposes of this SOP discussion will be provided concerning general environmental investigation procedures.

The decontamination processes are typically employed at:

- Temporary Decontamination Pads/Facilities
- Sample Locations
- Centralized Decontamination Pad/Facilities
- Combination of some or all of the above

The following discussion represents recommended site preparation in support of the decontamination process.

5.1 Decontamination Design/Constructions Considerations

5.1.1 Temporary Decontamination Pads

Temporary decontamination pads are constructed at satellite locations in support of temporary work sites. These structures are generally constructed to support the decontamination of heavy equipment such as drill rigs and earth moving equipment but can be employed for smaller articles.

The purpose of the decontamination pad is to contain wash waters and potentially contaminated soils generated during decontamination procedures. Therefore, construction of these pads should take into account the following considerations

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- Site Location – The site selected should be within a reasonable distance from the work site but should avoid:
 - Pedestrian/Vehicle thoroughfares
 - Areas where control/custody cannot be maintained
 - Areas where a potential releases may be compounded through access to storm water transport systems, streams or other potentially sensitive areas.
 - Areas potentially contaminated.
- Pad – The pad should be constructed to provide the following characteristics
 - Size – The size of the pad should be sufficient to accept the equipment to be decontaminated as well as permitting free movement around the equipment by the personnel conducting the decontamination.
 - Slope – An adequate slope will be constructed to permit the collection of the water and potentially contaminated soils within a trough or sump constructed at one end. The collection point for wash waters should be of adequate distance that the decontamination workers do not have to walk through the wash waters while completing their tasks.
 - Sidewalls – The sidewalls should be a minimum of 6-inches in height to provide adequate containment for wash waters and soils. If splash represents a potential problem, splash guards should be constructed to control overspray. Sidewalls maybe constructed of wood, inflatables, sand bags, etc. to permit containment.
 - Liner – Depending on the types of equipment and the decontamination method the liner should be of sufficient thickness to provide a puncture resistant barrier between the decontamination operation and the unprotected environment. Care should be taken to examine the surface area prior to placing the liner to remove sharp articles (sticks, stones, debris) that could puncture the liner. Liners are intended to form an impermeable barrier. The thickness may vary from a minimum recommended thickness of 10 mil to 30 mil. Achieving the desired thickness maybe achieved through layering lighter constructed materials. It should be noted that various materials (rubber, polyethylene sheeting) become slippery when wet. To minimize this potential hazard associated with a sloped liner a light coating of sand maybe applied to provide traction as necessary.
 - Wash/drying Racks – Auger flights, drill/drive rods require racks positioned off of the ground to permit these articles to be washed, drained, and dried while secured from falling during this process. A minimum ground clearance of 2-feet is recommended.
 - Maintenance – The work area should be periodically cleared of standing water, soils, and debris. This action will aid in eliminating slip, trip, and fall hazards. In addition, these articles will reduce potential backsplash and cross contamination. Hoses should be gathered when not in use to eliminate potential tripping hazards.

5.1.2 Decontamination Activities at Drill Rigs/DPT Units

During subsurface sampling activities including drilling and direct push activities decontamination of drive rods, Macro Core Samplers, split spoons, etc. are typically conducted at an area adjacent to the operation. Decontamination is generally accomplished using a soap/water wash and rinse utilizing buckets and brushes. This area requires sufficient preparation to accomplish the decontamination objectives.

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Buckets shall be placed within mortar tubs or similar secondary containment tubs to prevent splash and spills from reaching unprotected media. Drying racks will be employed as directed for temporary pads to permit parts to dry and be evaluated prior to use/re-use.

5.1.3 Decontamination Activities at Remote Sample Locations

When sampling at remote locations sampling devices such as trowels, pumps/tubing should be evacuated of potentially contaminated media to the extent possible. This equipment should be wrapped in plastic for transport to the temporary/centralized decontamination location for final cleaning and disposition.

5.2 Equipment Decontamination Procedures

The following represents procedures to be employed for the decontamination of equipment that may have contacted and/or accumulated contamination through site investigation activities.

5.2.1 Monitoring Well Sampling Equipment

5.2.1.1 Groundwater sampling pumps – This includes pumps inserted into the monitoring well such as Bladder pumps, Whale pumps, Redi-Flo, reusable bailers, etc.

- 1) Evacuate to the extent possible, any purge water within the pump.
- 2) Scrub using soap and water and/or steam clean the outside of the pump and tubing, where applicable.
- 3) Insert the pump and tubing into a clean container of soapy water. Pump a sufficient amount of soapy water through the pump to flush any residual purge water. Once flushed, circulate soapy water through the pump to ensure the internal components are thoroughly flushed.
- 4) Remove the pump and tubing from the container, rinse external components using tap water. Insert the pump and tubing into a clean container of tap water. Pump a sufficient amount of tap water through the pump to evacuate all of the soapy water (until clear).
- 5) Rinse equipment with pesticide grade isopropanol
- 6) Repeat item #4 using deionized water through the hose to flush out the tap water and solvent residue as applicable .
- 7) Drain residual deionized water to the extent possible, allow components to air dry.
- 8) Wrap pump in aluminum foil or a clear clean plastic bag for storage.

5.2.1.2 Electronic Water Level Indicators/Sounders/Tapes

During water level measurements, rinsing with the extracted tape and probe with deionized water and wiping the surface of the extracted tape is acceptable. However, periodic full decontamination should be conducted as indicated below.

* - The solvent should be employed when samples contain oil, grease, PAHs, PCBs, and other hard to remove materials. If these are not of primary concern, the solvent step may be omitted. In addition, do not rinse PE, PVC, and associated tubing with solvents.

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- 1) Wash with soap and water
- 2) Rinse with tap water
- 3) Rinse with deionized water

Note: In situations where oil, grease, free product, other hard to remove materials are encountered probes and exposed tapes should be washed in hot soapy water.

5.2.1.3 Miscellaneous Equipment

Miscellaneous equipment including analytical equipment (water quality testing equipment) should be cleaned per manufacturer's instructions. This generally includes wiping down the sensor housing and rinsing with tap and deionized water.

Coolers/Shipping Containers employed to ship samples are received from the lab in a variety of conditions from marginal to extremely poor. Coolers should be evaluated prior to use for

- Structural integrity – Coolers missing handles or having breaks within the outer housing should be removed and not used. Notify the laboratory that the risk of shipping samples will not be attempted and request a replacement unit.
- Cleanliness – As per protocol only volatile organic samples are accompanied by a trip blank. If a cooler's cleanliness is in question (visibly dirty/stained) or associated with noticeable odors it should be decontaminated prior to use.

- 1) Wash with soap and water
- 2) Rinse with tap water
- 3) Dry

If these measures fail to clean the cooler to an acceptable level, remove the unit from use as a shipping container and notify the laboratory to provide a replacement unit.

5.2.2 **Down-Hole Drilling Equipment**

This includes any portion of the drill rig that is over the borehole including auger flights, drill stems, rods, and associated tooling that would extend over the borehole. This procedure is to be employed prior to initiating the drilling/sampling activity, then between locations.

- 1) Remove all soils to the extent possible using shovels, scrapers, etc. to remove loose soils.
- 2) Through a combination of scrubbing using soap and water and/or steam cleaning remove visible dirt/soils.
- 3) Rinse with tap water.
- 4) Rinse equipment with pesticide grade isopropanol
- 5) To the extent possible allow components to air dry.
- 6) Wrap or cover equipment in clear plastic until it is time to be used.

5.2.3 **Soil/Sediment Sampling Equipment**

This consists of soil sampling equipment including but not limited to hand augers, stainless steel trowels/spoons, bowls, dredges, scoops, split spoons, Macro Core samplers, etc.

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- 1) Remove all soils to the extent possible.
- 2) Through a combination of scrubbing using soap and water and/or steam cleaning remove visible dirt/soils.
- 3) Rinse with tap water.
- 4) Rinse equipment with pesticide grade isopropanol
- 5) Rinse with deionized water
- 6) To the extent possible allow components to air dry.
- 7) If the device is to be used immediately, screen with a PID/FID to insure all solvents (if they were used) and trace contaminants have been adequately removed.
- 8) Once these devices have been dried wrap in aluminum foil for storage until it is time to be used.

5.3 Contact Waste/Materials

During the course of field investigations disposable/single use equipment becomes contaminated. These items include tubing, trowels, PPE (gloves, overboots, splash suits, etc.) broken sample containers.

With the exception of the broken glass, single use articles should be cleaned (washed and rinsed) of visible materials and disposed of as normal refuse. The exception to this rule is that extremely soiled materials that cannot be cleaned should be containerized for disposal in accordance with applicable federal state and local regulations.

5.3.1 Decontamination Solutions

All waste decontamination solutions and rinses must be assumed to contain the hazardous chemicals associated with the site unless there are analytical or other data to the contrary. The waste solution volumes could vary from a few gallons to several hundred gallons in cases where large equipment required cleaning.

Containerized waste rinse solutions are best stored in 55-gallon drums (or equivalent containers) that can be sealed until ultimate disposal at an approved facility. These containers must be appropriately labeled.

5.4 Decontamination Evaluation

Determining the effectiveness of the decontamination process will be accomplished in the following manner

- Visual Evaluation – A visual evaluation will be conducted to insure the removal of particulate matter. This will be done to insure that the washing/rinsing process is working as intended.
- Instrument Screening – A PID and/or an FID should be used to evaluate the presence of the contaminants or solvents used in the cleaning process. The air intake of the instrument should be passed over the article to be evaluated. A positive detection requires a repeat the decontamination process. It should be noted that the instrument scan is only viable if the contaminants are detectable within the instruments capabilities.

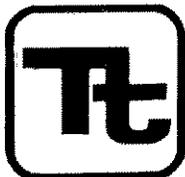
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- Rinsate Blanks – It is recommended that Rinsate samples be collected to
 - Evaluate the decontamination procedure representing different equipment applications (pumps versus drilling equipment) and different decontamination applications.
 - Single use disposable equipment – The number of samples should represent different types of equipment as well as different Lot Numbers of single use articles.

The collection and the frequency of collection of rinsate samples are as follows:

- Per decontamination method
- Per disposable article/Batch number of disposable articles

It is recommended that an initial rinsate sample be collected early in the project to ensure that the decontamination process is functioning properly and in an effort to avoid using a contaminated batch of single use articles. It is recommended that a follow up sample be collected during the execution of the project to insure those conditions do not change. Lastly, rinsate samples collection may be driven by types of and/or contaminant levels. Hard to remove contaminants, oils/greases, some PAHs/PCBs, etc. may also support the collection of additional rinsates due to the obvious challenges to the decontamination process. This is a field consideration to be determined by the FOL.



TETRA TECH NUS, INC.

STANDARD OPERATING PROCEDURES

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Applicability	Tetra Tech NUS, Inc.		
Prepared	Risk Assessment Department		
Approved	D. Senovich <i>ds</i>		

Subject
DATA VALIDATION - NON-CLP ORGANICS FOR
SOLID MATRICES

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1.0 SW-846 ORGANICS BY GC/MS

1.1 Volatiles (Method 8260B)

1.1.1 Applicability

Method 8260B is used to determine volatile organic compounds in most waste matrices including groundwater, sludges, caustic liquors, acid liquors, waste solvents, oily wastes, mousses, tars, fibrous wastes, polymeric emulsions, filter cakes, spent carbons, spent catalysts, soils, and sediments.

Method 8260B analyte list includes of the volatile CLP 3/90 Target Compound List (TCL) (Section 1.1.1) plus the following compounds*:

Acetonitrile	trans-1,2-Dichloroethene
Acrolein	Ethyl methacrylate
Acrylonitrile	Iodomethane
Allyl chloride	Methacrylonitrile
Chloropropene	Methyl methacrylate
1,2-Dibromo-3-chloropropane	2-Picoline
1,2-Dibromoethane	Pyridine
Dibromomethane	Trichlorofluoromethane
trans-1,4-Dichloro-2-butene	1,2,3-Trichloropropane
Dichlorodifluoromethane	Vinyl acetate

* Appendix IX target compounds

Method 8260B is based upon a purge-and-trap, gas chromatographic/mass spectrometric (GC/MS) procedure. Prior to analysis, samples must be prepared by Method 5030.

1.1.2 Interferences

Samples can be contaminated by diffusion of volatile organics (particularly chlorofluorocarbons and methylene chloride) through the sample container septum during shipment and storage. Associated field quality control blanks are analyzed in order to monitor this.

Contamination by carryover can occur whenever high-level and low-level samples are sequentially analyzed. To reduce carryover, the sample syringe or purging device is rinsed out between samples with reagent water. Whenever an unusually concentrated sample is encountered, it should be followed by an analysis of reagent water to check for cross contamination.

If sample or matrix interferences are encountered, a secondary or alternate analytical column may be used to resolve the compounds of interest.

1.1.3 General Laboratory Practices

A method blank consisting of organic free water spiked with surrogates and internal standards should be analyzed immediately following each daily calibration and also after the analysis of every high concentration sample.

Matrix Spike/Matrix Spike Duplicate (MS/MSD) analyses should be conducted to determine the effects of sample matrix upon the compounds of interest.

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1.1.4 Sample Preparation

Method 5030 is a purge-and-trap procedure performed to prepare and extract volatile compounds from samples and introduce those compounds into the GC/MS.

For highly volatile matrices, direct injection preceded by dilution should be used to prevent gross contamination of the instrumentation. For pastes, dilution of the sample until it becomes free-flowing is used to ensure adequate interfacial area. The success of this method depends on the level of interferences in the sample; results may vary due to the large variability and complicated matrices of solid waste samples.

1.1.5 Data Overview Prior to Validation

Before commencing validation, the reviewer must preview the associated Chain-of-Custody (COC) reports to determine:

- If the appropriate number of samples are present in the data package and if each sample was correctly analyzed for the parameters and methods specified.
- The identity of all associated field quality control blanks and field duplicate pairs.

Because many samples may have required dilutions, re-extractions and/or re-analyses, the validator should preview the data package contents to determine which analyses represent the better quality data.

Unless specifically directed by client protocol, never annotate the laboratory data package. Before beginning evaluation, prepare working copies (i.e., photocopies) of all Form I reports (including those for samples, laboratory method blanks and MS/MSD analyses) and all laboratory quality control summary forms (including all initial and continuing calibration summary statistics).

1.1.6 Technical Evaluation Summary

All data evaluations must be conducted in accordance with applicable USEPA Regional protocols and/or specific client contract requirements. The applicable documents must be referenced during the data evaluation process as this S.O.P. is only intended as a general procedure for the data validation tasks.

General parameters such as Data Completeness, Overall System Performance, Chromatographic Quality, Detection Limits and Compound Identification are evaluated concurrently with the parameters discussed in the following subsections.

1.1.6.1 Holding Times

Holding times are evaluated by reviewing the COC reports, the individual sample Form I reports, and the associated laboratory raw data. Holding times are calculated from date of collection to date of analysis.

The technical maximum holding time allowance for aqueous samples preserved with hydrochloric acid (HCL) is 14 days.

No technical holding times for solid matrices have been promulgated; a 14-day maximum holding time allowance is currently being used.

For unpreserved aqueous samples, generally a 7-day maximum holding time allowance for aromatic compounds, along with a 14-day maximum holding time allowance for chlorinated hydrocarbons is used.

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Positive results in affected samples are generally qualified as estimated (J); nondetects (UJ). These results are biased low. Some USEPA Regions apply the bias qualifiers, L and UL, instead. If the holding times are exceeded by a factor of 2 or more, the holding time exceedance is considered to be gross and positive results are generally qualified as estimated (J); nondetects are generally considered to be unreliable and are qualified (R). Results for which the holding time was grossly exceeded are biased low.

1.1.6.2 Calibration

Check that an initial calibration was performed for each instrument used for analysis and that all calibrations were performed at all appropriate concentration levels within 12 hours of the associated instrument tuning.

Review the data package Form Vs (tuning) using the applicable USEPA Regional Functional Guidelines, and qualify the data as appropriate.

Review initial calibration Form VIs and the associated laboratory raw data. Determine which compounds have average Relative Response Factors (RRFs) <0.050 and which compounds have Percent Relative Standard Deviations (%RSDs) $>50\%$ and between 30% and 50% . Circle these noncompliances on your working copies of these Forms. Spot-check (i.e., recalculate) a few of the RRFs and %RSDs to verify the laboratory's computation.

Determine which samples are affected by reviewing the continuing calibration Form VIIs. Check the initial calibration date(s) noted in the headings of the Form VIIs to determine which continuing calibrations are associated with which initial calibrations. Next, review the sample listings given on the data package Form Vs. Match the indicated continuing calibration run with the appropriate Form VII by matching the laboratory file ID numbers. Write the affected samples (those listed on the matched Form V) on your working copies of the appropriate Form VI and VII. Spot-check (i.e., recalculate) a few of the RRFs and %Ds to verify the laboratory's computation.

Review the continuing calibration Form VIIs and the associated laboratory raw data. Determine which compounds have RRFs <0.050 and which compounds have Percent Differences (%Ds) $>25\%$; circle the noncompliances on your working copies of these Forms.

Generally, affected positive results for compounds whose RRFs are <0.050 are qualified as estimated (J); nondetects are rejected (R). In accordance with some USEPA Regional protocol, the (L) qualifier may be used instead of (J), when qualifying positive results. Bias for these results is low.

Generally, positive results for compounds for which %RSD exceeds 50% or %D exceeds 25% are qualified as estimated (J); nondetects (UJ). Check the specific applicable data validation protocol for further guidance as there are some protocol which reject nondetects if the %RSD or %D is excessive. Bias for these results cannot be determined.

Generally, positive results for compounds for which %RSD is between 30% - 50% are qualified as estimated (J). Qualification of nondetects is protocol-specific. Follow the rules given in the appropriate validation protocol.

1.1.6.3 Blank Contamination

When using the information given below and in the appropriate USEPA Regional Functional Guidelines, keep in mind that the validation action levels derived are sample-specific and must be adjusted for dilution, sample aliquot used for analysis, and sample moisture content (when applicable).

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The rules for qualifying data based on the occurrence of blank contamination vary based on regional protocols. The guidelines provided in the appropriate protocol should be followed.

Generally the blank contamination review process is completed by first considering the maximum amount of a particular contaminant occurring in the laboratory method blanks. (Do not consider lab blanks run after high concentration samples for purposes of determining carryover as laboratory method blanks!) Then repeat the process for contaminants occurring in the associated field quality control blanks. Action levels for qualification (10X or 5X depending upon whether or not the contaminant is a common contaminant) are then set. The list of common contaminants may vary among protocols. Additionally, some hierarchy among the field quality control blanks apply, and the manner in which the qualifiers are applied vary [i.e. use of (U) or (B); replacement by CRQL, etc.]. Refer to appropriate protocol for specific guidance.

1.1.6.4 Surrogates

Surrogates are evaluated by reviewing the laboratory data package Form II reports and the laboratory raw data. The quality control ranges are given on the laboratory data package Form IIs; circle any noncompliances on your working copies of these Forms.

Results for all compounds in an affected sample are qualified if any one of the surrogate spike compounds fail to meet the quality control criteria provided. Generally, for samples having a surrogate recovery <10%, positive results are qualified as estimated (J), nondetects are rejected (R). These results are biased low. For samples having a surrogate recovery which is low but >10%, positive results are generally qualified as estimated (J); nondetects (UJ). The bias qualifiers (L, UL) may be used instead, depending upon the specific USEPA Regional guidance. For samples having a surrogate recovery which is high, positive results are generally qualified as estimated (J, K) based on regional guidance, nondetects are not qualified based on high surrogate recovery.

1.1.6.5 Matrix Spike/Matrix Spike Duplicate (MS/MSD)

Generally, no data are qualified based upon MS/MSD results alone. If qualification does occur, generally only the result for that particular noncompliant compound is qualified in the original unspiked sample. Refer to the applicable data validation protocol for specific procedures for appropriately evaluating MS/MSD analyses.

1.1.6.6 Internal Standards

Internal standards are evaluated by reviewing the data package Form VIII and the laboratory raw data. The quality control ranges are given on the Form VIII. Circle any noncompliances on your working copies of these forms; evaluate and qualify as stipulated in the appropriate data validation protocol.

1.1.6.7 Tentatively Identified Compounds (TICs)

TICs are evaluated using the laboratory data package Form I VOA-TIC reports and the laboratory raw data. The guidance given in the March 1990 National Functional Guidelines for USEPA Region III is very concise; use the information in this document to evaluate and qualify accordingly.

1.1.6.8 Other Considerations

Laboratory precision can be evaluated by comparing the unspiked sample results with MS/MSD analyses results for unspiked compounds. Consider nondetects and results reported at concentrations less than

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the Contract Required Quantitation Limit (CRQL) to be in agreement. Use professional judgment in determining whether to qualify sample results based on the comparison.

Likewise, compare the positive compound results for field duplicate samples. Generally, the Relative Percent Difference (RPD) between field duplicate results for the aqueous matrix should be <35%; for soil matrix results, <50%. Qualification of the sample data is limited to the specific field duplicate pair. Positive results for compounds showing imprecision are qualified as estimated (J); nondetects (UJ). Bias for these results cannot be determined.

In some USEPA Regions, a "Percent Solids" rule applies. For example, if a sediment sample contains <50% solids in USEPA Region II, all associated data are considered to be estimated and are qualified accordingly. Follow the appropriate protocol guidance when applicable.

1.1.6.9 Quantitation

Verify and record the quantitation of at least one compound per analytical fraction. If no positive results are reported, use the MS/MSD data to confirm proper computation by the laboratory. Validator and laboratory quantitations must agree within 10 percent.

1.1.7 **Deliverables Guidance**

In addition to any specific USEPA Regional requirements (e.g. data validation memorandum, data summary spreadsheets, Regional worksheets), all laboratory data package quality control summary forms, sample Form I reports, method blank Form Is, and the Chain-of-Custody report must be given to the Data Validation Quality Assurance Officer (DV/QAO) for quality assurance review.

The validator should ensure that the format of the data validation deliverable is complete and correct (in accordance with the appropriate USEPA Regional or client requirements) and that the validation narrative is free of transcription and typographical errors before submitting all requested items for DV/QAO review.

1.2 Semivolatiles (Method SW8250A, 8270C)

1.2.1 **Applicability**

Methods are applicable to most types of samples, regardless of water content, including groundwater, aqueous sludges, caustic liquors, acid liquors, waste solvents, oily wastes, mousses, tars, fibrous wastes, polymeric emulsions, filter cakes, spent carbons, spent catalysts, soils, and sediments.

These methods can be used to quantify most neutral, acidic, and basic organic compounds that are soluble in methylene chloride and capable of elution without derivatization as sharp peaks from a gas chromatographic column. Such compounds include polynuclear aromatic hydrocarbons, chlorinated hydrocarbons and pesticides, phthalate esters, organophosphate esters, nitrosamines, haloethers, aldehydes, ethers, ketones, anilines, pyridines, quinolines, aromatic nitro compounds, and phenols, including nitrophenols.

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The above methods specifically analyze for the semivolatile Target Compound List (TCL) (Section 1.1.2) plus the following compounds*:

Acetophenone	Hexachlorophene	N-nitrosodimethylethylamine
Aniline	Hexachloropropene	N-nitroso-di-n-butylamine
Benzyl alcohol	Isodrin	N-nitrosomorpholine
Bis(2-chloroisopropyl)ether	Isosafrole	N-nitrosopiperidine
Chlorobenzilate	Kepone	Pentachlorobenzene
Diallate	Methapyrilene	Pentachloronitrobenzene
2,6-Dichlorophenol	3-Methylcholanthrene	Phenacetin
Dimethoate	Methyl methanesulfonate	p-Phenylenediamine
p-Dimethylaminoazobenzene	3-Methylphenol	Phorate
7,12-Dimethylbenz(a)anthracene	1,4-Naphthoquinone	2-Picoline
3,3'-Dimethylbenzidine	4-Nitroquinoline-1-oxide	Pronamide
a,a-Dimethylphenylamine	1-Naphthylamine	Safrole
1,3-Dinitrobenzene	2-Naphthylamine	1,2,4,5-Tetrachlorobenzene
Diphenylamine	5-Nitro-o-toluidine	Thionazin
Ethyl methanesulfonate	N-nitrosodiethylamine	o,o,o-Triethylphosphorothioate
Famphur	N-nitrosodimethylamine	1,3,5-Trinitrobenzene

* Appendix IX target compounds

The preceding methods are based upon solvent extractions followed by gas chromatographic/mass spectrometric (GC/MS) procedures, Method 8270C uses GC/MS capillary column technique.

1.2.2 Interferences

Solvents, reagents, glassware, and other sample processing hardware may yield discrete artifacts and/or elevated baselines causing misinterpretation of chromatograms. All these materials must be demonstrated to be free from interferences under the conditions of the analysis by running method blanks. The use of high purity reagents and solvents helps to minimize interference problems; purification of solvents by distillation in all-glass systems may be required.

Interferences co-extracted from the samples will vary considerably from source to source, depending upon the diversity of the industrial complex or waste being sampled.

1.2.3 General Laboratory Practices

An extraction blank should be prepared with each batch of samples extracted.

Matrix Spike/Matrix Spike Duplicate (MS/MSD) analyses should be conducted to determine the effects of sample matrix upon the compounds of interest.

1.2.4 Sample Preparation

Prior to analysis, the samples must be extracted using the appropriate techniques. Aqueous samples are extracted at the appropriate pH with methylene chloride as a solvent using a separatory funnel (Method 3510) or a continuous liquid-liquid extractor (Method 3520). Both neat and diluted organic liquids may be analyzed by direct injection. Solid samples are extracted at the appropriate pH with methylene chloride using either Soxhlet Extraction (Method 3540) or sonication (Method 3550) procedures.

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1.2.5 Data Overview to Validation

Before commencing validation, the reviewer must preview the associated Chain-of-Custody (COC) reports to determine:

- If the appropriate number of samples are present in the data package and if each sample was correctly analyzed for the parameters and methods specified.
- The identity of all associated field quality control blanks and field duplicate pairs.

Because many samples may have required dilutions, re-extraction and/or reanalyses, the data validator should preview the data package contents to determine which analyses represent the better quality data.

The data package should never be annotated unless specifically directed by client protocol. All Form I reports (including those for samples, laboratory method blanks, and MS/MSD analyses) and all laboratory quality control summary forms (including all initial and continuing calibration summary statistics) should be photocopied for use as working copies.

1.2.6 Technical Evaluation Summary

All data evaluations must be conducted in accordance with the appropriate USEPA Regional protocols and/or specified client contract requirements. The applicable documents must be referenced during the data validation process as this S.O.P. is only intended as a general procedure for all data validation tasks.

General parameters such as Data Completeness, Overall System Performance, Chromatographic Quality, Detection Limits and Compound Identification are evaluated concurrently with the parameters discussed in the following subsections.

1.2.6.1 Holding Times

Holding times are evaluated by reviewing the COC reports, the individual sample Form I reports, and the associated laboratory raw data. Holding times for extraction are calculated from date of collection to date of extraction.

The technical holding times for aqueous and solid matrices are as follows:

- Extraction:
 - Water samples: 7 days
 - Solid samples: 14 days
- Analysis: 40 days from date of extraction

Affected positive results are generally qualified as estimated (J), nondetects (UJ). Alternately, the L or UL bias qualifiers may be used dependent upon the applicable USEPA Regional Guidance. If the sample was extracted beyond 14 days from collection (28 days for solid samples), the holding time exceedance is considered to be gross and positive results are qualified as estimated (J) or (L); nondetects are rejected (R). Generally, if the holding time until extraction is exceeded, the affected sample results are considered to be biased low. If the holding time until analysis has been exceeded (and potentially, some of the extract may have evaporated), the affected sample results may be considered to be biased high. Follow the qualification guidance given in the appropriate data validation protocol.

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1.2.6.2 Calibration

Check that an initial calibration was performed for each instrument used for analysis and that all calibrations were performed at all appropriate concentration levels within 12 hours of the associated instrument tuning.

Review the data package Form Vs (tuning) using the applicable USEPA Regional Functional Guidelines, and qualify the data as appropriate.

Review initial calibration Form VIs and the associated laboratory raw data. Determine which compounds have average Relative Response Factors (RRFs) <0.050 and which compounds have Percent Relative Standard Deviations (%RSDs) >50% and between 30% and 50%. Circle these noncompliances on your working copies of these Forms. Spot-check (i.e., recalculate) a few of the RRFs and %RSDs to verify the laboratory's computation.

Determine which samples are affected by reviewing the continuing calibration Form VIIs. Check the initial calibration date(s) noted in the headings of the Form VIIs to determine which continuing calibrations are associated with which initial calibrations. Next, review the sample listings given on the data package Form Vs. Match the indicated continuing calibration run with the appropriate Form VII by matching the laboratory file ID numbers. Write the affected samples (those listed on the matched Form V) on your working copies of the appropriate Form VI and VII. Spot-check (i.e., recalculate) a few of the RRFs and %Ds to verify the laboratory's computation.

Review the continuing calibration Form VIIs, and the associated laboratory raw data. Determine which compounds have RRFs <0.050 and which compounds have Percent Differences (%Ds) >30%; circle the noncompliances on your working copies of these Forms.

Generally, affected positive results for compounds for which RRFs are <0.050 are qualified as estimated (J); nondetects are rejected (R). In accordance with some USEPA Regional protocol, the (L) qualifier may be used instead of (J) when qualifying positive results. Bias for these results is low.

Generally, positive results for compounds for which %RSD exceeds 50% or %D exceeds 30%, are qualified as estimated (J); nondetects (UJ). Check the specific applicable data validation protocol for further guidance as there are some protocol which reject nondetects if the %RSD or %D is excessive. Bias for these results cannot be determined.

Generally, positive results for compounds for which %RSD is between 30%-50% are qualified as estimated (J). Qualification of nondetects is protocol-specific. Follow the rules given in the appropriate validation protocol.

1.2.6.3 Blank Contamination

Note that unlike VOA fraction analyses, a laboratory method blank does not have to be analyzed after every continuing calibration standard. Be very sure, however, that one semivolatile method blank was extracted for each day that associated samples were extracted (with a maximum of 20 samples per batch).

The action levels for qualification are 10X the maximum amount of phthalates found in the blanks (phthalates are common contaminants) and 5X the maximum amount of other contaminants found in the blanks. The actual action level applied is sample-specific and must be adjusted for dilution, sample aliquot used for analysis, and moisture content. The type and manner in which the qualifiers are applied vary with protocol [i.e., use of (U) or (B); replacement by CRQL, etc.]. Refer to appropriate data validation protocol for specific guidance.

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1.2.6.4 Surrogates

Surrogates are evaluated by reviewing the laboratory data package Form II reports and the associated laboratory raw data. The quality control ranges are given on the laboratory data package Form IIs; circle any noncompliances on your working copies of these Forms.

Semivolatile compounds are divided into two classes, base-neutral compounds and acid-extractable compounds. Each class of compounds has its own associated surrogates. If the recovery is <10% for any one surrogate, positive results for all compounds in that class in the affected sample are qualified as estimated, (J) or (L), and nondetects are rejected, (R). These results are biased low.

No qualification actions are taken for samples having any one surrogate recovery which is noncompliant but >10%.

If the recoveries for any two surrogates of the same class are noncompliant but above 10%, all sample results for that class of compounds in the affected sample are qualified. If the recoveries are low, positive results are generally qualified as estimated (J); nondetects (UJ). In some Regions, the bias qualifiers, L and UL, may be used instead. If the recoveries for any two surrogates of the same class are high, positive results for all compounds in that class in the affected sample are qualified, J or K, depending upon the appropriate USEPA Regional guidance; nondetects are not qualified based on high surrogate recoveries.

1.2.6.5 Matrix Spike/Matrix Spike Duplicates

Generally, no data are qualified based upon MS/MSD results alone. If qualification does occur, generally only the result for that particular noncompliant compound is qualified in the original unspiked sample analysis. Refer to the appropriate validation guidelines for specific procedures for evaluating MS/MSD analyses.

1.2.6.6 Internal Standards

Internal standards are evaluated by reviewing the data package Form VIIIs and the laboratory raw data. The quality control ranges are given on the Form VIIIs. Circle any noncompliances on your working copies of these forms; evaluate and qualify as stipulated in the appropriate protocol.

1.2.6.7 Tentatively Identified Compounds (TICs)

TICs are evaluated using the laboratory data package Form I BNA-TIC reports and the laboratory raw data. The guidance given in the 3/90 National Functional Guidelines for USEPA Region III is very concise; evaluate and qualify accordingly.

1.2.6.8 Other Considerations

Laboratory precision can be evaluated by comparing MS/MSD sample results for unspiked compounds with the unspiked sample results. Consider nondetects and results reported at concentration levels less than the Contract Required Quantitation Limit (CRQL) to be in agreement. Use professional judgment in determining whether to qualify sample results based on the comparison.

Likewise, compare the positive compound results for field duplicate samples. Generally the Relative Percent Difference (RPD) between field duplicate results for the aqueous matrix should be less than 35%; for soil matrix results, less than 50%. Qualification of sample data is limited to that specific field duplicate pair. Positive results for compounds showing imprecision are qualified as estimated (J); and nondetects (UJ). Bias for these results cannot be determined.

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In some USEPA regions a "Percent Solids" rule applies. For example, if a sediment contains less than 50% solids in USEPA Region II, all associated data are considered to be estimated and are qualified accordingly. Follow the appropriate protocol guidance when applicable.

1.2.6.9 Quantitation

Verify and record quantitation of at least one compound per analytical fraction. If no positive results are reported, use the MS/MSD data to confirm proper computation by the laboratory. Validator and laboratory quantitations must agree within 10 percent.

1.2.7 **Deliverables Guidance**

In addition to any specific USEPA Regional requirements (e.g., data validation memorandum, data summary spreadsheets, USEPA Regional worksheets), all laboratory data package quality control summary forms, sample Form I reports, method blank Form Is, and the Chain-of-Custody report, must be given to the Data Validation Quality Assurance Officer (DV/QAO) for quality assurance review.

The validator should ensure that the format of the data validation deliverable is complete and correct (in accordance with the appropriate USEPA Regional or client requirements) and that the validation narrative is free of transcription and typographical errors before submitting all requested items for DV/QAO review.

2.0 **SW846 NON-CLP ORGANICS BY GAS CHROMATOGRAPHY**

2.1 Volatiles (SW 5030/SW 8011/8015B/8021A/8031)

2.1.1 **Applicability**

Method 8011 is used to determine the concentration of the following halogenated volatile organic compounds in groundwater, liquid, and solid matrices:

1,2-Dibromoethane (EDB)
1,2-Dibromo-3-chloropropane (DBCP)

Method 8021A is used to determine the concentration of the following halogenated volatile organic compounds in groundwater, liquid, and solid matrices:

Allyl chloride
Benzyl chloride
Bis (2-chloroethoxy)methane
Bis (2-chloroisopropyl)ether
Bromoacetone
Bromobenzene
Bromodichloromethane
Bromoform
Bromomethane
Carbon tetrachloride
Chlorobenzene
Chloroethane
2-Chloroethanol
Chloroform
1-Chlorohexane

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2-Chloroethyl vinyl ether
 Chloromethane
 Chloromethyl methyl ether
 Chloroprene
 4-Chlorotoluene
 Dibromochloromethane
 1,2-Dibromo-3-chloropropane
 Dibromomethane
 1,2-Dichlorobenzene
 1,3-Dichlorobenzene
 1,4-Dichlorobenzene
 Dichlorodifluoromethane
 1,1-Dichloroethane
 1,2-Dichloroethane
 1,1-Dichloroethylene (Vinylidene chloride)
 trans-1,2-Dichloroethylene
 Dichloromethane
 1,2-Dichloropropane
 1,3-Dichloro-2-propanol
 cis-1,3-Dichloropropene
 trans-1,3-Dichloropropene
 Epichlorhydrin
 Ethylene dibromide
 Methyl iodide
 1,1,2,2-Tetrachloroethane
 1,1,1,2-Tetrachloroethane
 Tetrachloroethylene
 1,1,1-Trichloroethane
 1,1,2-Trichloroethane
 Trichloroethylene
 Trichlorofluoromethane
 1,2,3-Trichloropropane
 Vinyl chloride
 Benzene
 Chlorobenzene
 1,2-Dichlorobenzene
 1,3-Dichlorobenzene
 1,4-Dichlorobenzene
 Toluene
 Ethyl benzene
 Xylenes (Dimethyl benzenes)

Method 8015B is used to determine the concentration of the following nonhalogenated volatile organic compounds in groundwater, liquid, and solid matrices:

Diethyl ether	Acrolein	n-butyl Alcohol
Ethanol	Acetonitrile	t-butyl Alcohol
Methyl ethyl ketone (MEK)	Acetone	Methanol
Methyl isobutyl ketone (MIBK)	Allyl Alcohol	1,4-Dioxane

Method 8031 is used to determine the concentration of the following volatile organic compound in groundwater, liquid, and solid matrices:

Acrylonitrile

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All of the above Methods are gas chromatographic (GC) only (i.e., no mass spectrometer detector is employed). Method 8021A analyzes for halogenated and aromatic volatile organics via GC/HECP and GC/PID (Electro Conductivity Detector and Photoionization detector), Method 8015B analyzes for nonhalogenated volatile organics via GC/FID (Flame Ionization Detector), and Method 8031 analyzes for the compounds acrylonitrile using GC/FID. Samples can be analyzed by these methods using direct injection, the headspace method (Method 5021) or the purge-and-trap method (Method 5030B and 5035). Groundwater samples should be determined using Method 5030B.

2.1.2 Interferences

Samples can be contaminated by diffusion of volatile organics (particularly chlorofluorocarbons and methylene chloride) through the sample container septum during shipment and storage. Associated field quality control blanks are analyzed in order to monitor this.

Contamination by carryover can occur whenever high-level and low-level samples are sequentially analyzed. To reduce carryover, the sample syringe or purging device is rinsed with reagent water between samples. Whenever an unusually concentrated sample is encountered, it should be followed by an analysis of reagent water to check for cross contamination.

If sample or matrix interferences are encountered, a secondary or alternate analytical column may be used to resolve the compounds of interest.

2.1.3 General Laboratory Practices

A method blank consisting of organic free water spiked with surrogates and internal standards should be analyzed immediately following each daily calibration, and also after the analysis of every high concentration sample.

Matrix Spike/Matrix Spike Duplicate (MS/MSD) analyses should be conducted to determine the effects of sample matrix upon the compounds of interest.

2.1.4 Sample Preparation

Method 5020 is a static headspace technique for extracting volatile organic compounds in pastes, solids, and liquids. Because of the large variability and complicated matrices of waste samples detection limits for this method may vary widely among samples.

Method 5030 is a purge-and-trap method applicable to nearly all types of samples, regardless of water content, including aqueous sludges, caustic liquors, acid liquors, waste solvents, oily wastes, groundwater, mounds, tars, fibrous wastes, polymeric emulsions, filter cakes, spent carbons, spent catalysts, soils, and sediments.

Method 5035 is a purge-and-trap method applicable to nearly all types of soil samples, regardless of water content, including oily wastes, soils, and sediments.

For highly volatile matrices, direct injection preceded by dilution should be used to prevent gross contamination of the instrumentation. For pastes, dilution of the sample until it becomes free-flowing is used to ensure adequate interfacial area. The success of this method depends on the level of interferences in the sample; results may vary due to the large variability and complicated matrices of solid waste samples.

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2.1.5 Data Overview Prior to Validation

Before commencing validation, the reviewer must preview the associated Chain-of-Custody (COC) reports to determine:

- If the appropriate number of samples are present in the data package and if each sample was correctly analyzed for the parameters and methods specified.
- The identity of all associated field quality control blanks and field duplicate pairs.

Because many samples may have required dilutions, re-extractions and/or re-analyses, the validator should preview the data package contents to determine which analyses represent the better quality data.

Unless specifically directed by client protocol, never annotate the laboratory data package. Before beginning evaluation, prepare working copies (i.e. photocopies) of all Form I reports (including those for samples, laboratory method blanks and MS/MSD analyses) and all laboratory quality control summary forms (including all initial and continuing calibration summary statistics).

2.1.6 Technical Evaluation Summary

All data evaluations must be conducted in accordance with applicable USEPA Regional protocols and/or specific client contract requirements. The applicable documents must be referenced during the data evaluation process as this S.O.P. is only intended as a general procedure for the data validation tasks.

General parameters such as Data Completeness, Overall System Performance, Chromatographic Quality, Detection Limits and Compound Identification are evaluated concurrently with the parameters discussed in the following subsections.

2.1.6.1 Holding Times

Holding times are evaluated by reviewing the COC reports, the individual sample Form I reports, and the associated laboratory raw data. Holding times are calculated from date of collection to date of analysis.

The technical maximum holding time allowance for aqueous samples preserved with hydrochloric acid (HCL) is 14 days.

No technical holding times for solid matrices have been promulgated; a 14-day maximum holding time allowance is currently being used.

For unpreserved aqueous samples, generally a 7-day maximum holding time allowance for aromatic compounds, along with a 14-day maximum holding time allowance for chlorinated hydrocarbons is used.

Positive results in affected samples are generally qualified as estimated (J); nondetects (UJ). These results are biased low. Some USEPA Regions apply the bias qualifiers, L and UL, instead. If the holding times are exceeded by a factor of 2 or more, the holding time exceedance is considered to be gross and positive results are generally qualified as estimated (J); nondetects are generally considered to be unreliable and are qualified (R). Results for which the holding time was grossly exceeded are biased low.

2.1.6.2 Calibration

Check that an initial calibration was performed for each instrument used for analysis and that all calibrations were performed at all appropriate concentration levels.

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In general, either the correlation coefficient (R) or the Percent Relative Standard Deviation (%RSD) is evaluated in the data validation. If the correlation coefficient is chosen by the laboratory, the calibration curve should be checked for linearity. Generally, associated sample data are qualified as estimated (J, UJ) if the calibration curve correlation coefficient is <0.995. Professional judgment should be used to qualify sample data in cases when sample results fall outside the linear portion of the calibration curve. If the %RSD is used, determine which compounds have Percent Relative Standard Deviations (%RSDs) >40% and between 20%-40%. Circle these noncompliances on your working copies of these Forms. Spot-check (i.e., recalculate) a few of the %RSDs to verify the laboratory's computation.

Determine which samples are affected by reviewing the continuing calibration forms. Determine which continuing calibrations are associated with which initial calibrations. Write the affected samples on your working copies of the appropriate continuing calibration forms. Spot-check (i.e., recalculate) a few of the %Ds to verify the laboratory's computation.

Review the continuing calibration form and the associated laboratory raw data. Determine which compounds have Percent Differences (%Ds) >30% and between 15%-30%; circle the noncompliances on your working copies of these forms.

Generally, positive results for compounds for which %RSD or %D exceeds 40% or 30%, respectively, are qualified as estimated (J); nondetects (UJ). Check the specific applicable data validation protocol for further guidance as there are some protocol which reject nondetects if the %RSD or %D is excessive. Bias for these results cannot be determined.

Generally, positive results for compounds for which %RSD is between 20%-40% or %D is between 15%-30% are qualified as estimated (J). Qualification of nondetects is protocol-specific. Follow the rules provided in the appropriate validation protocol.

2.1.6.3 Blank Contamination

When using the information given below and in the appropriate USEPA Regional Functional Guidelines, keep in mind that the validation action levels derived are sample-specific and must be adjusted for dilution, sample aliquot used for analysis, and sample moisture content (when applicable).

The rules for qualifying data based on the occurrence of blank contamination vary based on regional protocols; the guidelines provided in the appropriate protocol should be followed.

Generally the blank contamination review process is completed by first considering the maximum amount of a particular contaminant occurring in the laboratory method blanks. (Do not consider lab blanks run after high concentration samples for purposes of determining carryover as laboratory method blanks!). Then repeat the process for contaminants occurring in the associated field quality control blanks. Action levels for qualification (10X or 5X depending upon whether or not the contaminant is a common contaminant) are then set. The list of common contaminants may vary among protocols. Additionally, some hierarchy among the field quality control blanks apply and the manner in which the qualifiers are applied vary [i.e. use of (U) or (B); replacement by CRQL, etc.]. Refer to appropriate protocol for specific guidance.

2.1.6.4 Surrogates

Surrogates are evaluated by reviewing the laboratory data package Form II reports and the laboratory raw data. The quality control ranges are given on the laboratory data package Form IIs; circle any noncompliances on your working copies of these Forms.

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All results for all compounds in an affected sample are qualified if any one of the surrogate spike compounds fails to meet the quality control criteria provided. Generally, for samples having a surrogate recovery <10%, positive results are qualified as estimated (J), nondetects are rejected (R). These results are biased low. For samples having a surrogate recovery which is low but >10%, positive results are generally qualified as estimated (J); nondetects (UJ). The bias qualifiers (L, UL) may be used instead, depending upon the specific USEPA Regional guidance. For samples having a surrogate recovery which is high, positive results are generally qualified as estimated (J, K) based on regional guidance; these results are biased high. Nondetects are not qualified based on high surrogate recoveries.

2.1.6.5 Matrix Spike/Matrix Spike Duplicate (MS/MSD)

Generally, no data are qualified based upon MS/MSD results alone. If qualification does occur, generally only the result for that particular noncompliant compound is qualified in the original unspiked sample analysis. Refer to the applicable data validation protocol for specific procedures for evaluating MS/MSD analyses.

2.1.6.6 Other Considerations

Laboratory precision can be evaluated by comparing the unspiked sample results with MS/MSD analyses results for unspiked compounds. Consider nondetects and results reported at concentrations less than the Contract Required Quantitation Limit (CRQL) to be in agreement. Use professional judgment in determining whether to qualify sample results based on the comparison.

Likewise, compare the positive compound results for field duplicate samples. Generally, the Relative Percent Difference (RPD) between field duplicate results for the aqueous matrix should be <35%; for soil matrix results, <50%. Qualification of the sample data is limited to the specific field duplicate pair. Positive results for compounds showing imprecision are qualified as estimated (J); nondetects (UJ). Bias for these results cannot be determined.

In some USEPA Regions, a "Percent Solids" rule applies. For example, if a sediment sample contains <50% solids in USEPA Region II, all associated data are considered to be estimated and are qualified accordingly. Follow the appropriate protocol guidance when applicable.

2.1.6.7 Quantitation

Verify and record the quantitation of at least one compound per analytical fraction. If no positive results are reported, use the MS/MSD data to confirm proper computation by the laboratory. Validator and laboratory quantitations must agree within 10 percent.

2.1.7 Deliverables Guidance

In addition to any specific USEPA Regional requirements (e.g. data validation memorandum, data summary spreadsheets, Regional worksheets), all laboratory data package quality control summary forms, sample Form I reports, method blank Form Is, and the Chain-of-Custody report must be given to the Data Validation Quality Assurance Officer (DV/QAO) for quality assurance review.

The validator should ensure that the format of the data validation deliverable is complete and correct (in accordance with the appropriate USEPA Regional or client requirements) and that the validation narrative is free of transcription and typographical errors before submitting all requested items for DV/QAO review.

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2.2 Semivolatiles (SW8041/8061A/8091/8310)

2.2.1 Applicability

Method 8041 is used to determine the concentration of the following phenolic compounds in groundwater, liquid, and solid matrices:

Phenol
 2-Chlorophenol
 2,4-Dichlorophenol
 2,6-Dichlorophenol
 Trichlorophenols
 Tetrachlorophenols
 Pentachlorophenol
 Cresols (methyl phenols)
 4-Chloro-3-methylphenol
 2,4-Dimethylphenol
 2-Nitrophenol
 4-Nitrophenol
 2,4-Dinitrophenol
 2-sec-Butyl-4,6-dinitrophenol (DNBP)
 2-Cyclohexyl-4,6-dinitrophenol
 2-Methyl-4,6-dinitrophenol

Method 8061A is used to determine the concentration of the following phthalate esters in groundwater, liquid, and solid sample matrices:

Benzyl butyl phthalate
 Bis(2-ethylhexyl)phthalate
 Di-n-butyl phthalate
 Di-n-octyl phthalate
 Diethyl phthalate
 Dimethyl phthalate

Method 8091 is used to determine the concentration of the following nitroaromatic and cyclic ketone compounds in groundwater, liquid, and solid sample matrices:

Nitrobenzene
 Dinitrobenzene
 2,4-Dinitrotoluene
 2,6-Dinitrotoluene
 Isophorone
 Naphthoquinone

Method 8310 is used to determine the concentration of the following polynuclear aromatic hydrocarbons (PAHs) in liquid and solid sample matrices:

Acenaphthene
 Acenaphthylene
 Anthracene
 Benzo(a)anthracene
 Benzo(a)pyrene
 Benzo(b)fluoranthene

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Benzo(ghi)perylene
 Benzo(k)fluoranthene
 Chrysene
 Dibenzo(a,h)anthracene
 Fluoranthene
 Fluorene
 Indeno(1,2,3-cd)pyrene
 Naphthalene
 Phenanthrene
 Pyrene

All of the above methods are gas chromatographic (GC), with the exception of Method 8310 which is a High Performance Liquid Chromatography (HPLC) technique, only (i.e., no mass spectrometer detector is employed). These methods use either an electron capture detector (ECD), a flame ionization detector (FID), a ultraviolet detector (UV), or a fluorescence detector.

2.2.2 Interferences

Solvents, reagents, glassware, and other sample-processing hardware may yield discrete artifacts and/or elevated baselines causing misinterpretation of gas chromatograms. All these materials must be demonstrated to be free from interferences under the conditions of the analysis by running method blanks. Specific selection of reagents and purification of solvents by distillation in all-glass systems may be required.

Interferences co-extracted from samples will vary considerably from source to source depending upon the waste being sampled. While general cleanup techniques such as Method 3530 are provided as part of these methods, unique samples may require additional cleanup.

If sample or matrix interferences occur, a secondary column may be employed in addition to the primary column so as to resolve any questionable compound results.

2.2.3 General Laboratory Practices

An extraction blank should be prepared with each batch of samples extracted.

Matrix Spike/Matrix Spike Duplicate (MS/MSD) analyses should be conducted to determine the effects of sample matrix upon the compounds of interest.

2.2.4 Sample Preparation

Prior to analysis, the samples must be extracted using the appropriate techniques. Aqueous samples are extracted at the appropriate pH with methylene chloride as a solvent using Method 3510 (separatory funnel extraction) or Method 3520 (continuous liquid-liquid extraction). Both neat and diluted organic liquids may be analyzed by direct injection. Solid samples are extracted at the appropriate pH with methylene chloride using either Soxhlet Extraction (Method 3540) or Sonication (Method 3550) procedures.

2.2.5 Data Overview Prior to Validation

Before commencing validation the reviewer must preview the associated Chain-of-Custody (COC) reports to determine:

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- If the appropriate number of samples are present in the data package and if each sample was correctly analyzed for the parameters and methods specified.
- The identity of all associated field quality control blanks and field duplicate pairs.

Because many samples may have required dilutions, re-extractions and/or reanalyses, the data validator should preview the data package contents to determine which analyses represent the better quality data.

The data package should never be annotated unless specifically directed by client protocol. All Form I reports (including those for samples, laboratory method blanks, and MS/MSD analyses) and all laboratory quality control summary forms (including all initial and continuing calibration summary statistics) should be photocopied for use as working copies.

2.2.6 Technical Evaluation Summary

All data evaluations must be conducted in accordance with the appropriate USEPA Regional protocols and/or specified client contract requirements. The applicable documents must be referenced during the data validation process as this S.O.P. is only intended as a general procedure for the data validation tasks.

General parameters such as Data Completeness, Overall System Performance, Chromatographic Quality, Detection Limits and Compound Identification are evaluated concurrently with the parameters discussed in the following subsections.

2.2.6.1 Holding Times

Holding times are evaluated by reviewing the COC reports, the individual sample Form I reports, and the associated laboratory raw data. Holding times for extraction are calculated from date of collection to date of extraction.

The technical holding times for aqueous and solid matrices are as follows:

- Extraction:
 - Water samples: 7 days
 - Solid samples: 14 days
- Analysis: 40 days from date of extraction

Generally, positive results affected by noncompliances are qualified as estimated (J); nondetects (UJ). These results are considered to be biased low. Alternately, the bias qualifiers L and UL may be used. Nondetects may be rejected (R) when the sample was extracted after 14 days (28 days for solid samples). If the holding time until analysis has been exceeded (and potentially, some of the extract may have evaporated), the affected sample results may be considered to be biased high. Refer to the appropriate data validation protocol for specific guidance.

2.2.6.2 Calibration

Check that an initial calibration was performed for each instrument used for analysis and that all calibrations were performed at all appropriate concentration levels.

In general, either the correlation coefficient (R) or the Percent Relative Standard Deviation (%RSD) is evaluated in the data validation. If the correlation coefficient is chosen by the laboratory, the calibration curve should be checked for linearity. Generally, associated sample data are qualified as estimated (J, UJ) if the calibration curve correlation coefficient is <0.995. Professional judgment should be used to

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qualify sample data in cases when sample results fall outside the linear portion of the calibration curve. If the %RSD is used, determine which compounds have Percent Relative Standard Deviations (%RSDs) >40% and between 20%-40%. Circle these noncompliances on your working copies of these Forms. Spot-check (i.e., recalculate) a few of the %RSDs to verify the laboratory's computation.

Determine which samples are affected by reviewing the continuing calibration forms. Determine which continuing calibrations are associated with which initial calibrations. Write the affected samples on your working copies of the appropriate continuing calibration forms. Spot-check (i.e., recalculate) a few of the %Ds to verify the laboratory's computation.

Review the continuing calibration form and the associated laboratory raw data. Determine which compounds have Percent Differences (%Ds) >30%, and between 15%-30%; circle the noncompliances on your working copies of these forms.

Generally, positive results for compounds for which %RSD or %D exceeds 40% or 30%, respectively, are qualified as estimated (J); nondetects (UJ). Check the specific applicable data validation protocol for further guidance as there are some protocol which reject nondetects if the %RSD or %D is excessive. Bias for these results cannot be determined.

Generally, positive results for compounds for which %RSD is between 20%-40% or whose %D is between 15%-30% are qualified as estimated (J). Qualification of nondetects is protocol-specific. Follow the rules provided in the appropriate validation protocol.

2.2.6.3 Blank Contamination

When using the information given below and in the appropriate USEPA Regional Functional Guidelines, keep in mind that the validation action levels derived are sample-specific and must be adjusted for dilution, sample aliquot used for analysis, and sample moisture content (when applicable).

The rules for qualifying data based on the occurrence of blank contamination vary based on regional protocols; the guidelines provided in the appropriate protocol should be followed.

Generally the blank contamination review process is completed by first considering the maximum amount of a particular contaminant occurring in the laboratory method blanks. (Do not consider lab blanks run after high concentration samples for purposes of determining carryover as laboratory method blanks!) Then repeat the process for contaminants occurring in the associated field quality control blanks. Action levels for qualification (10X or 5X depending upon whether or not the contaminant is a common contaminant) are then set. The list of common contaminants may vary among protocols. Additionally, some hierarchy among the field quality control blanks apply and the manner in which the qualifiers are applied vary [i.e. use of (U) or (B); replacement by CRQL, etc.]. Refer to appropriate protocol for specific guidance.

2.2.6.4 Surrogates

Surrogates are evaluated by reviewing the laboratory data package Form II reports and the laboratory raw data. The quality control ranges are given on the laboratory data package Form IIs; circle any noncompliances on your working copies of these Forms.

All results for all compounds in an affected sample are qualified if any one of the surrogate spike compounds fails to meet the quality control criteria provided. Generally, for samples having a surrogate recovery <10%, positive results are qualified as estimated (J), nondetects are rejected (R). These results are biased low. For samples having a surrogate recovery which is low but >10%, positive results are

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generally qualified as estimated (J); nondetects (UJ). The bias qualifiers (L, UL) may be used instead, depending upon the specific USEPA Regional guidance. For samples having a surrogate recovery which is high, positive results are generally qualified as estimated (J, K) based on regional guidance; these results are biased high. Nondetects are not qualified based on high surrogate recovery.

2.2.6.5 Matrix Spike/Matrix Spike Duplicate (MS/MSD)

Generally, no data are qualified based upon MS/MSD results alone. If qualification does occur, generally only the result for that particular noncompliant compound is qualified in the original unspiked sample. Refer to the applicable data validation protocol for specific procedures for evaluating MS/MSD analyses.

2.2.6.6 Other Considerations

Laboratory precision can be evaluated by comparing the unspiked sample results with MS/MSD analyses results for unspiked compounds. Consider nondetects and results reported at concentrations less than the Contract Required Quantitation Limit (CRQL) to be in agreement. Use professional judgment in determining whether to qualify sample results based on the comparison.

Likewise, compare the positive compound results for field duplicate samples. Generally, the Relative Percent Difference (RPD) between field duplicate results for the aqueous matrix should be <35%; for soil matrix results, <50%. Qualification of the sample data is limited to the specific field duplicate pair. Positive results for compounds showing imprecision are qualified as estimated (J); nondetects (UJ). Bias for these results cannot be determined.

In some USEPA Regions, a "Percent Solids" rule applies. For example, if a sediment sample contains <50% solids in USEPA Region II, all associated data are considered to be estimated, and are qualified accordingly. Follow the appropriate protocol guidance when applicable.

2.2.6.7 Quantitation

Verify and record the quantitation of at least one compound per analytical fraction. If no positive results are reported, use the MS/MSD data to confirm proper computation by the laboratory. Validator and laboratory quantitations must agree within 10 percent.

2.2.7 **Deliverables Guidance**

In addition to any specific USEPA Regional requirements (e.g. data validation memorandum, data summary spreadsheets, Regional worksheets), all laboratory data package quality control summary forms, sample Form I reports, method blank Form Is, and the Chain-of-Custody report, must be given to the Data Validation Quality Assurance Officer (DV/QAO) for quality assurance review.

The validator should ensure that the format of the data validation deliverable is complete and correct (in accordance with the appropriate USEPA Regional or client requirements), and that the validation narrative is free of transcription and typographical errors before submitting all requested items for DV/QAO review.

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2.3 Organochlorine Pesticides and Polychlorinated Biphenyls (PCBs), Organophosphorous Pesticides, Chlorinated Herbicides (SW 8081A/8082/8141A/8151A)

2.3.1 Applicability

Methods 8081A/8082 are used to determine the concentration of the following organochlorine pesticides and polychlorinated biphenyls (PCBs) in groundwater, liquid, and solid sample matrices:

Aldrin
alpha-BHC
beta-BHC
delta-BHC
gamma-BHC (Lindane)
Chlordane
4,4'-DDD
4,4'-DDE
4,4'-DDT
Dieldrin
Endosulfan I
Endosulfan II
Endosulfan sulfate
Endrin
Endrin aldehyde
Heptachlor
Heptachlor epoxide
Methoxychlor
Toxaphene
Aroclor-1016
Aroclor-1221
Aroclor-1232
Aroclor-1242
Aroclor-1248
Aroclor-1254
Aroclor-1260

Similarly, Method 8141A is used to determine the following pesticides in groundwater and waste samples:

Azinphos methyl
Bolstar (Sulprofos)
Chlorpyrifos
Coumaphos
Demeton-O
Demeton-S
Diazinon
Dichlorvos
Disulfoton
Ethoprop
Fensulfothion
Fenthion
Merphos
Mevinphos
Naled

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Parathion methyl
Phorate
Ronnell
Stirophos (Tetrachlorvinphos)
Tokuthion (Prothiofos)
Trichloronate

Note that when Method 8141A is used to analyze unfamiliar samples, compound identifications should be supported by at least one additional qualitative technique if mass spectroscopy is not employed.

Method 8151A is used to determine the following chlorinated acid herbicides in groundwater and waste samples:

2,4-D
2,4-DB
2,4,5-T
2,4,5-TP (Silvex)
Dalapon
Dicamba
Dichloroprop
Dinoseb
MCPA
MCPP
4-Nitrophenol
Pentachlorophenol

Since these compounds are produced and used in various forms (i.e., acid, salt, ester, etc.), Method 8151A includes a hydrolysis step to convert the herbicide to the acid form prior to analysis. When Method 8151A is used to analyze unfamiliar samples, compound identifications should be supported by at least one additional qualitative technique. This method describes analytical conditions for a second gas chromatographic column that can be used to confirm measurements made with the primary column; alternately, the compounds of interest can be confirmed by detection via a mass spectrometer.

All of the above Methods are Gas Chromatographic (GC) in which sample extracts are analyzed by direct injection. Methods 8081A and 8082 analyze for organochlorine pesticide compounds and PCBs via GC/ECD (Electron Capture Detector; an equivalent Halogen-Specific Detector may also be used). Method 8141A analyzes for organophosphorous pesticide compounds via GC/FID (Flame Ionization Detector), and Method 8151A analyzes for chlorinated herbicide compounds via GC/ECD (alternately, a Microcoulometric Detector or Hall Electrolytic Conductivity Detector may be used).

2.3.2 Interferences

The sensitivity of these methods usually depends on the level of interferences rather than on instrumental limitations. Solvents, reagents, glassware, and other sample processing hardware may yield discrete artifacts and/or elevated baselines causing misinterpretation of gas chromatograms. The use of high purity reagents and solvents helps to minimize these interference problems. Extraction blanks are analyzed as method blanks in order to monitor the occurrences of interferences.

Interferences co-extracted from the sample will vary considerably, and will dictate the nature and extent of clean-up procedures used. Phthalate esters are a common interference to organochlorine pesticide analyses; phenols and organic acids may act as interferents when analyzing for chlorinated herbicides.

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2.3.3 General Laboratory Practices

Matrix Spike/Matrix Spike Duplicate (MS/MSD) analyses should be conducted to determine the effects of sample matrix upon the compounds of interest.

Standard quality assurance practices such as the analyses of field replicate and laboratory duplicates should also be employed.

Note that herbicides, being strong organic acids, react readily with alkaline substances and may be lost during analysis. Therefore, when performing Method 8151A, glassware and glass wool must be acid-rinsed and sodium sulfate must be acidified with sulfuric acid prior to use to avoid this possibility.

2.3.4 Sample Preparation

Prior to the use of Methods 8081, 8082, and 8141A, aqueous samples are extracted at a neutral pH with methylene chloride as a solvent using a separatory funnel (Method 3510) or a continuous liquid-liquid extractor (Method 3520). Solid samples are extracted with hexane:acetone (1:1) using either the Soxhlet extraction (Method 3540) or sonication (Method 3550) procedures.

Method 8151A provides its own specific preparation procedures for aqueous and solid samples which include extraction with acetone and diethyl ether followed by esterification using diazomethane as a derivatizing agent.

2.3.5 Data Overview Prior to Validation

Before commencing validation, the reviewer must preview the associated Chain-of-Custody (COC) reports to determine:

- If the appropriate number of samples are present in the data package and if each sample was correctly analyzed for the parameters and methods specified.
- The identity of all associated field quality control blanks and field duplicate pairs.

Because many samples may have required dilutions, re-extractions and/or re-analyses, the validator should preview the data package contents to determine which analyses represent the better quality data.

Unless specifically directed by client protocol, never annotate the laboratory data package. Before beginning evaluation, prepare working copies (i.e., photocopies) of all Form I reports (including those for samples, laboratory method blanks and MS/MSD analyses) and all laboratory quality control summary forms.

2.3.6 Technical Evaluation Summary

All data evaluations must be conducted in accordance with applicable USEPA Regional protocols and/or specific client contract requirements. The applicable documents must be referenced during the data evaluation process as this S.O.P. is only intended as a general procedure for the data validation tasks.

General parameters such as Data Completeness, Overall System Performance, Chromatographic Quality, Detection Limits, and Compound Identification are evaluated concurrently with the parameters discussed in the following subsections.

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2.3.6.1 Holding Times

Holding times are evaluated by reviewing the COC reports, the individual sample Form I reports, and the associated laboratory raw data. Holding times for extraction are calculated from date of collection to date of extraction.

The technical holding times for aqueous and solid matrices are as follows:

- Extraction:
 - Water samples: 7 days
 - Solid samples: 14 days
- Analysis: 40 days from date of extraction

When the holding time criteria are not met, positive results in affected samples are generally qualified as estimated (J); nondetects (UJ). These results are biased low. Some USEPA Regions apply the bias qualifiers, L and UL, instead. If the holding times are exceeded by a factor of 2 or more, the holding time exceedance is considered to be gross and positive results are generally qualified as estimated (J); nondetects are generally considered to be unreliable and are rejected (R). These results are biased very low.

2.3.6.2 Calibration

Data pertaining to the initial calibration (i.e., evaluation check for linearity) is found on the data package Form VIs or equivalent. Check that an initial calibration was performed for each instrument used and at all appropriate concentration levels.

In general, either the correlation coefficient (R) or the Percent Relative Standard Deviation (%RSD) is evaluated in the data validation. If the correlation coefficient is chosen by the laboratory, the calibration curve should be checked for linearity. Generally, associated sample data are qualified as estimated (J, UJ) if the calibration curve correlation coefficient is <0.995. Professional judgment should be used to qualify sample data in cases when sample results fall outside the linear portion of the calibration curve. If the %RSD is used, determine which compounds have Percent Relative Standard Deviations (%RSDs) >40% and between 20%-40%. Circle these noncompliances on your working copies of these Forms. Spot-check (i.e., recalculate) a few of the %RSDs to verify the laboratory's computation.

Determine which samples are affected by reviewing the continuing calibration forms. Determine which continuing calibrations are associated with which initial calibrations. Write the affected samples on your working copies of the appropriate continuing calibration forms. Spot-check (i.e., recalculate) a few of the %Ds to verify the laboratory's computation.

Review the continuing calibration form and the associated laboratory raw data. Determine which compounds have Percent Differences (%Ds) >30% and between 15%-30%; circle the noncompliances on your working copies of these forms.

Generally, positive results for compounds for which %RSD or %D exceeds 40% or 30%, respectively, are qualified as estimated (J); nondetects (UJ). Check the specific applicable data validation protocol for further guidance as there are some protocol which reject nondetects if the %RSD or %D is excessive. Bias for these results cannot be determined.

Generally, positive results for compounds for which %RSD is between 20%-40% or %D is between 15%-30% are qualified as estimated (J). Qualification of nondetects is protocol-specific. Follow the rules provided in the appropriate validation protocol.

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Method 8081A requires analysis of a DDT/Endrin breakdown check standard. The DDT/Endrin Breakdown should not exceed 20%. Generally, if % breakdown for DDT exceeds 20%, estimate (J) all positive results for DDT, DDE and DDD following the in-last control standard until the next in-control standard (see analytical sequence). If there are no positive results for DDT but there are positive results for DDD or DDE then reject (R) nondetects for DDT in associated samples. Generally, if Endrin % Breakdown exceeds 20%, estimate (J) positive results for Endrin, Endrin Aldehyde, and Endrin Ketone in all samples following the last in-control standard until the next acceptable standard. If there are positive results for Endrin Aldehyde or Endrin Ketone but none for Endrin, reject (R) nondetect Endrin results.

2.3.6.3 Blank Contamination

When using the information provided below and in the appropriate USEPA Regional Functional Guidelines, keep in mind that the validation action levels derived are sample-specific, and must be adjusted for dilution, sample aliquot used for analysis, and sample moisture content (when applicable).

The rules for qualifying data based on the occurrence of blank contamination vary based on regional protocols; guidelines provided in the appropriate data validation protocol should be followed.

An action level of 5X the maximum amount of contaminant found is used to evaluate the sample data. The manner in which the qualifiers are applied vary [i.e. use of (U) or (B); replacement by CRQL, etc.]. Refer to appropriate validation protocol for specific guidance.

2.3.6.4 Surrogates

Surrogates are evaluated by reviewing the laboratory data package Form II reports and the associated laboratory raw data. The advisory limits are given on the laboratory data package Form IIs; circle any recoveries outside these limits on your working copies of these Forms.

No qualifications are made for surrogates which show zero recoveries because they were "diluted out." Generally, positive results affected by low surrogate recovery are qualified as estimated (J) or the (L) bias qualifier is used when applicable; nondetects are qualified (UJ) or (UL), accordingly. If a positive sample result is affected by high surrogate recovery, the result is qualified as estimated (J) or the (K) bias qualifier is used when applicable; nondetects are not qualified based on high surrogate recovery. Because the surrogate recovery limits for these fractions are advisory, generally no results are rejected.

The pesticide/PCB surrogates decachlorobiphenyl (DCB) and tetrachloro-m-xylene (TCX) retention times found on data package Form VIII or equivalent must be 0.10 for DCB and 0.05 for TCX. If DCB and TCX retention time criteria are not met, the raw data must be checked for misidentified GC peak. The validator's professional judgment for qualifications should be used.

2.3.6.5 Matrix Spike/Matrix Spike Duplicates

Generally, no data are qualified based upon MS/MSD results alone. If qualification does occur, generally only the result for that particular noncompliant compound is qualified in the original unspiked sample analysis. Refer to the appropriate data validation guidelines for specific procedures for evaluating MS/MSD analyses.

2.3.6.6 Other Considerations

Laboratory precision can be evaluated by comparing the unspiked sample results with MS/MSD analyses results for unspiked compounds. Consider nondetects and results reported at concentrations less than the Contract Required Quantitation Limit (CRQL) to be in agreement. Use professional judgment in determining whether to qualify sample results based on the comparison.

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Likewise, compare the positive compound results for field duplicate samples. Generally, the Relative Percent Difference (RPD) between field duplicate results for the aqueous matrix should be <35%; for soil matrix results, <50%. Qualification of the sample data is limited to the specific field duplicate pair. Positive results for compounds showing imprecision are qualified as estimated (J); nondetects (UJ). Bias for these results cannot be determined.

In some USEPA Regions, a "Percent Solids" rule applies. For example, if a sediment sample contains <50% solids in USEPA Region II, all associated data are considered to be estimated and are qualified accordingly. Follow the appropriate protocol guidance when applicable.

2.3.6.7 Quantitation

Verify and record the quantitation of at least one compound per analytical fraction. If no positive results are reported, use the MS/MSD data to confirm proper computation by the laboratory. Validator and laboratory quantitations must agree within 10%.

2.3.7 **Deliverables Guidance**

In addition to any specific USEPA Regional requirements (e.g. data validation memorandum, data summary spreadsheets, USEPA Regional worksheets), all laboratory data package quality control summary forms, sample Form I reports, method blank Form Is, and the Chain-of-Custody report, must be given to the Data Validation Quality Assurance Officer (DV/QAO) for quality assurance review.

The validator should ensure that the format of the data validation deliverable is complete and correct (in accordance with the appropriate USEPA Regional or client requirements), and that the validation narrative is free of transcription and typographical errors before submitting all requested items for DV/QAO review.

2.4 **Explosives/Nitroaromatics/Nitroamines(SW 8330)**

2.4.1 **Applicability**

Method 8330 is used to determine the concentration of the following explosives, nitroaromatics, and nitroamines in water, soil, or sediment matrices:

- Octahydro-1,3,5,7-tetranitro-1,3,5,7-tetrazocine (HMX)
- Hexahydro-1,3,5-trinitro-1,3,5-triazine (RDX)
- 1,3,5-Trinitrobenzene (1,3,5-TNB)
- 1,3-Dinitrobenzene (1,2-DNB)
- Methyl-2,4,6-trinitrophenylnitramine (Tetryl)
- Nitrobenzene (NB)
- 2,4,6-Trinitrotoluene (2,4,6-TNT)
- 4-Amino-2,6-dinitrotoluene (4-Am-DNT)
- 2-Amino-4,6-dinitrotoluene (2-Am-DNT)
- 2,4-Dinitrotoluene (2,4-DNT)
- 2,6-Dinitrotoluene (2,6-DNT)
- 2-Nitrotoluene (2-NT)
- 3-Nitrotoluene (3-NT)
- 4-Nitrotoluene (4-NT)
- Nitroguanidine
- Nitroglycerin
- Pentaerythritol Tetranitrate (PETN)

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The analysis of the compounds listed above is conducted by High Performance Liquid Chromatography equipped with a 254 nm Ultra Violet (UV) detector. This method is capable of determining part per billion (ppb) detection levels in water and soil matrices.

The method requires the use of both a primary (C-18 reverse phase) and a confirmation (CN reverse phase) column.

2.4.2 Interferences

The sensitivity of this method usually depends on the level of interferences rather than on instrumental limitations. Solvents, reagents, glassware, and other sample processing hardware may yield discrete artifacts and/or elevated baselines causing misinterpretation of gas chromatograms. The use of high purity reagents and solvents helps to minimize these interference problems. Extraction blanks are analyzed as method blanks in order to monitor the occurrences of interferences.

2,4-Dinitrotoluene and 2,6-dinitrotoluene may co-elute. High concentrations of one of the two isomers may cause interference of the other isomer. In instances where this is applicable, both isomers should be reported as one. Baseline resolution should be present for all compounds.

Decomposition of Tetryl occurs rapidly and when exposed to heat. Samples expected to contain Tetryl should not be exposed to temperatures above room temperature.

2.4.3 General Laboratory Practices

Method blanks and instrumentation blanks should be conducted to assess laboratory contamination.

Matrix spike/Matrix Spike Duplicate (MS/MSD) analyses should be conducted to determine the effects of sample matrix upon the compounds of interest.

Standard quality assurance practices such as the analyses of field and laboratory duplicates may also be employed.

2.4.4 Sample Preparation

Method 8330 provides its own specific preparation procedures for aqueous and solid samples which include extraction with acetonitrile and a salting-out procedure for aqueous samples. Soil samples are air dried prior to preparation, thus percent moisture is not a consideration when calculating compound concentrations.

2.4.5 Data Overview Prior to Validation

Before commencing validation, the reviewer must preview the associated Chain-of-Custody (COC) reports to determine:

- If the appropriate number of samples are present in the data package.
- If each sample was correctly analyzed and identified for the specified parameters.
- The identity of all associated field quality control blanks and field duplicate pairs.

Because many samples may have required dilutions, re-extractions and /or re-analyses, the validator should preview the data package contents to determine which analyses represent the best data quality.

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Unless specifically directed by the client, never annotate the laboratory data package. Before beginning evaluation, prepare working copies (i.e. photocopies) of all Form I reports (including those for samples, laboratory method blanks and MS/MSD analyses) and all laboratory quality control summary forms.

2.4.6 Technical Evaluation Summary

All data evaluations must be conducted in accordance with applicable USEPA Regional protocols, method requirements, and/or specific client contract requirements. The applicable documents must be referenced during the data evaluation process as this SOP is only intended as a general procedure for the data validation task.

Deficiencies, omissions, and/or other anomalies noted during the review require the data validator to contact the laboratory.

General parameters such as Data Completeness, Overall System Performance, Chromatographic Quality, Detection Limits, and Compound Identification are evaluated concurrently with the parameters discussed in the following subsections.

2.4.6.1 Holding Times

Holding times are evaluated by reviewing the COC reports, the individual sample Form I reports, and the associated laboratory raw data. Holding times for extraction are calculated from the date of collection to the date of extraction.

The technical holding times for aqueous and solid matrices are as follows:

- Extraction:
 - Water Samples: 7 days
 - Solid Samples: 14 days
- Analysis: 40 days from date of extraction

When the holding times criteria are not met, positive results in affected samples are generally qualified as estimated, (J); nondetected results, (UJ). These results are considered biased low. Some USEPA Regions apply the bias qualifiers, L and UL, instead. If holding times are exceeded by a factor of two or more, the holding time exceedance is considered to be gross and positive results are generally qualified as estimated (J); nondetects are generally considered to be unreliable and are rejected, (R). These results are considered to be biased very low.

2.4.6.2 Calibrations

Data pertaining to the initial calibration (i.e. evaluation check for linearity) is found on the data package Form VIs or equivalent. Check that an initial calibration was performed for each instrument used and at all appropriate concentration levels. The initial calibration should consist of a minimum of five concentration levels for each compound of interest.

In general, either the correlation coefficient (r) or the Percent Relative Standard Deviation (%RSD) is evaluated in the data validation. If the correlation coefficient is chosen the laboratory, the calibration curve should be checked for linearity. Generally, associated sample data are qualified as estimated (J, UJ) if the calibration curve correlation coefficient is < 0.995 . Professional judgment should be used to qualify sample data in cases when sample results fall outside the linear portion of the calibration curve. If the %RSD is used, determine which compounds have %RSDs greater than 20%. Generally, associated data are qualified as estimated (J/UJ) if the calibration %RSD is $> 20\%$. Circle these noncompliances on working copies of calibration forms.

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Determine which samples are affected by reviewing the continuing calibration forms. Determine which continuing calibrations are associated with each initial calibration by instrument. Write the affected samples on working copies of the appropriate continuing calibration forms. Spot-check (i.e. recalculate) a few of the %Ds to verify the laboratory's computation.

A continuing calibration or daily calibration must be performed at the beginning, midpoint and end of the analytical sequence. The continuing calibration response factor for each analyte must be compared to the response factor of the initial calibration. The continuing calibration response factor must agree within 15% of the initial response factor. Generally, positive and nondetected results are qualified as estimated (J/UJ) if the Percent Difference (%D) is >15%.

2.4.6.3 Blank Contamination

A review of all method and instrument blanks (if provided) is conducted to evaluate laboratory contaminants. An additional review of all relevant field quality control blanks is also conducted. Contaminants, if present, are summarized and the maximum concentration of each contaminant is selected and used to establish blank action levels.

An action level of 5X the maximum amount of each contaminant is used to evaluate sample data. Blank action levels must consider the aliquot used for analysis and sample dilution. Positive results less than the action level are qualified as false positives. The manner in which the qualifiers are applied varies [i.e., use of (U) or (B); replacement by the Reporting Limit]. General regional guidance procedures dictate the most appropriate validation action qualification.

2.4.6.4 Surrogates

Surrogates are evaluated by reviewing the laboratory data package Form II or equivalent and the associated laboratory raw data. The advisory limits are given on the laboratory data package Form IIs. Circle any recoveries outside these limits on working copies.

Generally, positive results affected by low surrogate recoveries are estimated, (J) or (L), indicating low bias; nondetected results are qualified, (UJ) or (UL), accordingly. If a positive sample result is affected by high surrogate recovery, the result is qualified as estimated, (J), or the bias qualifier (K), is used when applicable. Nondetected results are not qualified based upon high surrogate recoveries. It should be noted that consideration of interferences may affect surrogate recoveries. If a trend of noncompliance is noted, an evaluation of sample chromatograms should be conducted when surrogate recoveries are noncompliant and a matrix effect is suspected.

No qualifications are made for surrogates which have been diluted out.

Generally, positive results associated with surrogate recoveries <10% are qualified as estimated, (J) or biased low (L). Nondetected results associated with surrogate recoveries <10 are considered unreliable and are qualified rejected (R).

2.4.6.5 Matrix Spike/Matrix Spike Duplicates

Generally, no data are qualified based upon MS/MSD results alone. If qualification does occur, generally only the result for that particular noncompliant compound is qualified in the unspiked sample. Typically, Percent Recoveries (%Rs) and the Relative Percent Difference (RPD) are evaluated based upon the laboratory provided control limits.

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2.4.6.6 Other Considerations

Laboratory precision can be evaluated by comparing the unspiked samples results with MS/MSD analyses result for unspiked compounds. Consider nondetected results and results reported at concentrations less than the reporting limit to be in agreement. Use professional judgment in determining whether to qualify sample results based upon the comparison. The comparison may be presented in terms of a %RSD or an RPD.

Likewise, compare positive compound results for field duplicate samples. Generally, an RPD between field duplicate results for the aqueous matrix should be <35%; for soil matrix results <50%. Qualification of the sample data is limited to specific field duplicate pair. Positive results for compounds showing imprecision are qualified as estimated (J); nondetected results (UJ)

2.4.6.7 Quantitation

Verify and record the quantitation of at least one compound per fraction. If no positive results are reported, use the MS/MSD data to confirm proper computation by the laboratory. The validator and laboratory quantitations must agree within 10%. If quantitation differences are significant, the laboratory must be contacted to investigate and resolve the discrepancy.

2.2.4.7 Deliverable Guidance

In addition to any specific USEPA Regional requirements (i.e., data validation memorandum, data summary spreadsheets, USEPA Regional Worksheets), all laboratory data package quality summary forms, sample Form I reports method blank results and the Chain of Custody records must be included in the validation report.

The validator should ensure that the format of the data validation deliverable is complete and correct (in accordance with the appropriate USEPA Regional or client requirements) and that the narrative is free of transcription and typographical errors before submitting all requested items for quality assurance review.

APPENDIX B

METHOD SW-846 5035

Region III Fact Sheet: Field Samplers Guide to the Collection and Handling of Soil Samples for Volatile Organic Analysis using SW 846 Method 5035A

Summary:

The purpose of this fact sheet is to specify procedures for the collection and handling by **field samplers** of soil samples for volatile organic analysis (VOA) in Region III. SW-846 Method 5035A is the collection method required for analysis of soil samples for VOA. This method incorporates chemical preservatives and sample storage techniques to limit volatilization and biodegradation of organic compounds. Method 5035A is applicable to both low/medium and high level soil samples.

Collection Procedures:

- Soil samples being analyzed for volatile organic compounds collected via Method 5035A should not be chemically preserved in the field.
- Samples should be collected using the following collection options:

Option 1: For most Soil types

Number of samples: 4 EnCore (or similar closed-sampling vessel)¹ samples
4 QC EnCore samplers
1 40-mL vial for moisture analysis

¹EnCore samplers (or similar sample collection device, refer to Section 4.5 of Method 5035)

Samples must be cooled to 4° C upon collection and during shipment and bagged individually upon collection.

Samples must arrive at the laboratory within 24 hours.

Samples must be analyzed or preserved by the lab within 48 hours of collection.

Option 2: For Non-Cohesive Granular Material (wet, rocky, sediments, etc.)

Number of samples: 4 40mL vials (sampler may use wide mouth jars if sample not amiable to smaller vials)
2 QC 40 mL vials
1 40 mL vial for moisture analysis

Samples must be cooled to 4°C upon collection and during shipment.

Samples must arrive at the laboratory within 24 hours.

Samples must be analyzed or preserved by the lab within 48 hours of collection.

METHOD 5035

CLOSED-SYSTEM PURGE-AND-TRAP AND EXTRACTION FOR VOLATILE ORGANICS IN SOIL AND WASTE SAMPLES

1.0 SCOPE AND APPLICATION

1.1 This method describes a closed-system purge-and-trap process for the analysis of volatile organic compounds (VOCs) in solid materials (e.g., soils, sediments, and solid waste). While the method is designed for use on samples containing low levels of VOCs, procedures are also provided for collecting and preparing solid samples containing high concentrations of VOCs and for oily wastes. For these high concentration and oily materials, sample collection and preparation are performed using the procedures described here, and sample introduction is performed using the aqueous purge-and-trap procedure in Method 5030. These procedures may be used in conjunction with any appropriate determinative gas chromatographic procedure, including, but not limited to, Methods 8015, 8021, and 8260.

1.2 The low soil method utilizes a hermetically-sealed sample vial, the seal of which is never broken from the time of sampling to the time of analysis. Since the sample is never exposed to the atmosphere after sampling, the losses of VOCs during sample transport, handling, and analysis are negligible. The applicable concentration range of the low soil method is dependent on the determinative method, matrix, and compound. However, it will generally fall in the 0.5 to 200 µg/kg range.

1.3 Procedures are included for preparing high concentration samples for purging by Method 5030. High concentration samples are those containing VOC levels of >200 µg/kg.

1.4 Procedures are also included for addressing oily wastes that are soluble in a water-miscible solvent. These samples are also purged using Method 5030..

1.5 Method 5035 can be used for most volatile organic compounds that have boiling points below 200°C and that are insoluble or slightly soluble in water. Volatile, water-soluble compounds can be included in this analytical technique. However, quantitation limits (by GC or GC/MS) are approximately ten times higher because of poor purging efficiency.

1.6 Method 5035, in conjunction with Method 8015 (GC/FID), may be used for the analysis of the aliphatic hydrocarbon fraction in the light ends of total petroleum hydrocarbons, e.g., gasoline. For the aromatic fraction (BTEX), use Method 5035 and Method 8021 (GC/PID). A total determinative analysis of gasoline fractions may be obtained using Method 8021 in series with Method 8015.

1.7 As with any preparative method for volatiles, samples should be screened to avoid contamination of the purge-and-trap system by samples that contain very high concentrations of purgeable material above the calibration range of the low concentration method. In addition, because the sealed sample container cannot be opened to remove a sample aliquot without compromising the integrity of the sample, multiple sample aliquots should be collected to allow for screening and reanalysis.

1.8 The closed-system purge-and-trap equipment employed for low concentration samples is not appropriate for soil samples preserved in the field with methanol. Such samples should be analyzed using Method 5030 (see the note in Sec. 6.2.2).

1.9 This method is restricted to use by or under the supervision of trained analysts. Each analyst must demonstrate the ability to generate acceptable results with this method.

2.0 SUMMARY OF METHOD

2.1 Low concentration soil method - generally applicable to and soils and other solid samples with VOC concentrations in the range of 0.5 to 200 µg/kg.

Volatile organic compounds (VOCs) are determined by collecting an approximately 5-g sample, weighed in the field at the time of collection, and placing it in a pre-weighed vial with a septum-sealed screw-cap (see Sec. 4) that already contains a stirring bar and a sodium bisulfate preservative solution. The vial is sealed and shipped to a laboratory or appropriate analysis site. The entire vial is then placed, unopened, into the instrument carousel. Immediately before analysis, organic-free reagent water, surrogates, and internal standards (if applicable) are automatically added without opening the sample vial. The vial containing the sample is heated to 40°C and the volatiles purged into an appropriate trap using an inert gas combined with agitation of the sample. Purged components travel via a transfer line to a trap. When purging is complete, the trap is heated and backflushed with helium to desorb the trapped sample components into a gas chromatograph for analysis by an appropriate determinative method.

2.2 High concentration soil method - generally applicable to soils and other solid samples with VOC concentrations greater than 200 µg/kg.

The sample introduction technique in Sec. 2.1 is not applicable to all samples, particularly those containing high concentrations (generally greater than 200 µg/kg) of VOCs which may overload either the volatile trapping material or exceed the working range of the determinative instrument system (e.g., GC/MS, GC/FID, GC/EC, etc.). In such instances, this method describes two sample collection options and the corresponding sample purging procedures.

2.2.1 The first option is to collect a bulk sample in a vial or other suitable container without the use of the preservative solution described in Sec. 2.1. A portion of that sample is removed from the container in the laboratory and is dispersed in a water-miscible solvent to dissolve the volatile organic constituents. An aliquot of the solution is added to 5 mL of reagent water in a purge tube. Surrogates and internal standards (if applicable) are added to the solution, then purged using Method 5030, and analyzed by an appropriate determinative method. Because the procedure involves opening the vial and removing a portion of the soil, some volatile constituents may be lost during handling.

2.2.2 The second option is to collect an approximately 5-g sample in a pre-weighed vial with a septum-sealed screw-cap (see Sec 4) that contains 5 mL of a water-miscible organic solvent (e.g., methanol). At the time of analysis, surrogates are added to the vial, then an aliquot of the solvent is removed from the vial, purged using Method 5030 and analyzed by an appropriate determinative method.

2.3 High concentration oily waste method - generally applicable to oily samples with VOC concentrations greater than 200 µg/kg that can be diluted in a water-miscible solvent.

Samples that are comprised of oils or samples that contain significant amounts of oil present additional analytical challenges. This procedure is generally appropriate for such samples when they are soluble in a water-miscible solvent.

2.3.1 After demonstrating that a test aliquot of the sample is soluble in methanol or polyethylene glycol (PEG), a separate aliquot of the sample is spiked with surrogates and diluted in the appropriate solvent. An aliquot of the solution is added to 5 mL of reagent water in a purge tube, taking care to ensure that a floating layer of oil is not present in the purge tube. Internal standards (if applicable) are added to the solution which is then purged using Method 5030 and analyzed by an appropriate determinative method.

2.3.2 Samples that contain oily materials that are not soluble in water-miscible solvents must be prepared according to Method 3585.

3.0 INTERFERENCES

3.1 Impurities in the purge gas and from organic compounds out-gassing from the plumbing ahead of the trap account for the majority of contamination problems. The analytical system must be demonstrated to be free from contamination under the conditions of the analysis by running method blanks. The use of non-polytetrafluoroethylene (non-PTFE) plastic coating, non-PTFE thread sealants, or flow controllers with rubber components in the purging device must be avoided, since such materials out-gas organic compounds which will be concentrated in the trap during the purge operation. These compounds will result in interferences or false positives in the determinative step.

3.2 Samples can be contaminated by diffusion of volatile organics (particularly methylene chloride and fluorocarbons) through the septum seal of the sample vial during shipment and storage. A trip blank prepared from organic-free reagent water and carried through sampling and handling protocols serves as a check on such contamination.

3.3 Contamination by carryover can occur whenever high-concentration and low-concentration samples are analyzed in sequence. Where practical, samples with unusually high concentrations of analytes should be followed by an analysis of organic-free reagent water to check for cross-contamination. If the target compounds present in an unusually concentrated sample are also found to be present in the subsequent samples, the analyst must demonstrate that the compounds are not due to carryover. Conversely, if those target compounds are not present in the subsequent sample, then the analysis of organic-free reagent water is not necessary.

3.4 The laboratory where volatile analysis is performed should be completely free of solvents. Special precautions must be taken to determine methylene chloride. The analytical and sample storage area should be isolated from all atmospheric sources of methylene chloride, otherwise random background levels will result. Since methylene chloride will permeate through PTFE tubing, all GC carrier gas lines and purge gas plumbing should be constructed of stainless steel or copper tubing. Laboratory workers' clothing previously exposed to methylene chloride fumes during common liquid/liquid extraction procedures can contribute to sample contamination. The presence of other organic solvents in the laboratory where volatile organics are analyzed will also lead to random background levels and the same precautions must be taken.

4.0 APPARATUS AND MATERIALS

4.1 Sample Containers

The specific sample containers required will depend on the purge-and-trap system to be employed (see Sec. 4.2). Several systems are commercially available. Some systems employ 40-mL clear vials with a special frit and equipped with two PTFE-faced silicone septa. Other

systems permit the use of any good quality glass vial that is large enough to contain at least 5 g of soil or solid material and at least 10 mL of water and that can be sealed with a screw-cap containing a PTFE-faced silicone septum. Consult the purge-and-trap system manufacturer's instructions regarding the suitable specific vials, septa, caps, and mechanical agitation devices.

4.2 Purge-and-Trap System

The purge-and-trap system consists of a unit that automatically adds water, surrogates, and internal standards (if applicable) to a vial containing the sample, purges the VOCs using an inert gas stream while agitating the contents of the vial, and also traps the released VOCs for subsequent desorption into the gas chromatograph. Such systems are commercially available from several sources and shall meet the following specifications.

4.2.1 The purging device should be capable of accepting a vial sufficiently large to contain a 5-g soil sample plus a magnetic stirring bar and 10 mL of water. The device must be capable of heating a soil vial to 40°C and holding it at that temperature while the inert purge gas is allowed to pass through the sample. The device should also be capable of introducing at least 5 mL of organic-free reagent water into the sample vial while trapping the displaced headspace vapors. It must also be capable of agitating the sealed sample during purging, (e.g., using a magnetic stirring bar added to the vial prior to sample collection, sonication, or other means). The analytes being purged must be quantitatively transferred to an absorber trap. The trap must be capable of transferring the absorbed VOCs to the gas chromatograph (see 4.2.2).

NOTE: The equipment used to develop this method was a Dynatech PTA-30 W/S Autosampler. This device was subsequently sold to Varian, and is now available as the Archon Purge and Trap Autosampler. See the Disclaimer at the front of this manual for guidance on the use of alternative equipment.

4.2.2 A variety of traps and trapping materials may be employed with this method. The choice of trapping material may depend on the analytes of interest. Whichever trap is employed, it must demonstrate sufficient adsorption and desorption characteristics to meet the quantitation limits of all the target analytes for a given project and the QC requirements in Method 8000 and the determinative method. The most difficult analytes are generally the gases, especially dichlorodifluoromethane. The trap must be capable of desorbing the late eluting target analytes.

NOTE: Check the responses of the brominated compounds when using alternative charcoal traps (especially Vocab 4000), as some degradation has been noted when higher desorption temperatures (especially above 240 - 250°C) are employed. 2-Chloroethyl vinyl ether is degraded on Vocab 4000 but performs adequately when Vocab 3000 is used. The primary criterion, as stated above, is that all target analytes meet the sensitivity requirements for a given project.

4.2.2.1 The trap used to develop this method was 25 cm long, with an inside diameter of 0.105 inches, and was packed with Carbopack/Carbosieve (Supelco, Inc.).

4.2.2.2 The standard trap used in other EPA purge-and-trap methods is also acceptable. That trap is 25 cm long and has an inside diameter of at least 0.105 in. Starting from the inlet, the trap contains the equal amounts of the adsorbents listed below. It is recommended that 1.0 cm of methyl silicone-coated packing (35/60 mesh, Davison, grade 15 or equivalent) be inserted at the inlet to extend the life of the trap. If

the analysis of dichlorodifluoromethane or other fluorocarbons of similar volatility is not required, then the charcoal can be eliminated and the polymer increased to fill 2/3 of the trap. If only compounds boiling above 35°C are to be analyzed, both the silica gel and charcoal can be eliminated and the polymer increased to fill the entire trap.

4.2.2.2.1 2,6-Diphenylene oxide polymer - 60/80 mesh, chromatographic grade (Tenax GC or equivalent).

4.2.2.2.2 Methyl silicone packing - OV-1 (3%) on Chromosorb-W, 60/80 mesh or equivalent.

4.2.2.2.3 Coconut charcoal - Prepare from Barnebey Cheney, CA-580-26, or equivalent, by crushing through 26 mesh screen.

4.2.2.3 Trapping materials other than those listed above also may be employed, provided that they meet the specifications in Sec. 4.2.3, below.

4.2.3 The desorber for the trap must be capable of rapidly heating the trap to the temperature recommended by the trap material manufacturer, prior to the beginning of the flow of desorption gas. Several commercial desorbers (purge-and-trap units) are available.

4.3 Syringe and Syringe Valves

4.3.1 25-mL glass hypodermic syringes with Luer-Lok (or equivalent) tip (other sizes are acceptable depending on sample volume used).

4.3.2 2-way syringe valves with Luer ends.

4.3.3 25- μ L micro syringe with a 2 inch x 0.006 inch ID, 22° bevel needle (Hamilton #702N or equivalent).

4.3.4 Micro syringes - 10-, 100- μ L.

4.3.5 Syringes - 0.5-, 1.0-, and 5-mL, gas-tight with shut-off valve.

4.4 Miscellaneous

4.4.1 Glass vials

4.4.1.1 60-mL, septum-sealed, to collect samples for screening, dry weight determination.

4.4.1.2 40-mL, screw-cap, PTFE lined, septum-sealed. Examine each vial prior to use to ensure that the vial has a flat, uniform sealing surface.

4.4.2 Top-loading balance - Capable of accurately weighing to 0.01 g.

4.4.3 Glass scintillation vials - 20-mL, with screw-caps and PTFE liners, or glass culture tubes with screw-caps and PTFE liners, for dilution of oily waste samples.

4.4.4 Volumetric flasks - Class A, 10-mL and 100-mL, with ground-glass stoppers.

4.4.5 2-mL glass vials, for GC autosampler - Used for oily waste samples extracted with methanol or PEG.

4.4.6 Spatula, stainless steel - narrow enough to fit into a sample vial.

4.4.7 Disposable Pasteur pipettes.

4.4.8 Magnetic stirring bars - PTFE- or glass-coated, of the appropriate size to fit the sample vials. Consult manufacturer's recommendation for specific stirring bars. Stirring bars may be reused, provided that they are thoroughly cleaned between uses. Consult the manufacturers of the purging device and the stirring bars for suggested cleaning procedures.

4.5 Field Sampling Equipment

4.5.1 Purge-and-Trap Soil Sampler - Model 3780PT (Associated Design and Manufacturing Company, 814 North Henry Street, Alexandria, VA 22314), or equivalent.

4.5.2 EnCore™ sampler - (En Chem, Inc., 1795 Industrial Drive, Green Bay, WI 54302), or equivalent.

4.5.3 Alternatively, disposable plastic syringes with a barrel smaller than the neck of the soil vial may be used to collect the sample. The syringe end of the barrel is cut off prior to sampling. One syringe is needed for each sample aliquot to be collected.

4.5.4 Portable balance - For field use, capable of weighing to 0.01 g.

4.5.5 Balance weights - Balances employed in the field should be checked against an appropriate reference weight at least once daily, prior to weighing any samples, or as described in the sampling plan. The specific weights used will depend on the total weight of the sample container, sample, stirring bar, reagent water added, cap, and septum.

5.0 REAGENTS

5.1 Organic-free reagent water - All references to water in this method refer to organic-free reagent water, as defined in Chapter One.

5.2 Methanol, CH₃OH - purge-and-trap quality or equivalent. Store away from other solvents.

5.3 Polyethylene glycol (PEG), H(OCH₂CH₂)_nOH - free of interferences at the detection limit of the target analytes.

5.4 Low concentration sample preservative

5.4.1 Sodium bisulfate, NaHSO₄ - ACS reagent grade or equivalent.

5.4.2 The preservative should be added to the vial prior to shipment to the field, and must be present in the vial prior to adding the sample.

5.5 See the determinative method and Method 5000 for guidance on internal standards and surrogates to be employed in this procedure.

6.0 SAMPLE COLLECTION, PRESERVATION, AND HANDLING

Refer to the introductory material in this chapter, Organic Analytes, Sec. 4.1, for general sample collection information. The low concentration portion of this method employs sample vials that are filled and weighed in the field and never opened during the analytical process. As a result, sampling personnel should be equipped with a portable balance capable of weighing to 0.01 g.

6.1 Preparation of sample vials

The specific preparation procedures for sample vials depend on the expected concentration range of the sample, with separate preparation procedures for low concentration soil samples and high concentration soil and solid waste samples. Sample vials should be prepared in a fixed laboratory or other controlled environment, sealed, and shipped to the field location. Gloves should be worn during the preparation steps.

6.1.1 Low concentration soil samples

The following steps apply to the preparation of vials used in the collection of low concentration soil samples to be analyzed by the closed-system purge-and-trap equipment described in Method 5035.

6.1.1.1 Add a clean magnetic stirring bar to each clean vial. If the purge-and-trap device (Sec. 4.2) employs a means of stirring the sample other than a magnetic stirrer (e.g., sonication or other mechanical means), then the stir bar is omitted.

6.1.1.2 Add preservative to each vial. The preservative is added to each vial prior to shipping the vial to the field. Add approximately 1 g of sodium bisulfate to each vial. If samples markedly smaller or larger than 5 g are to be collected, adjust the amount of preservative added to correspond to approximately 0.2 g of preservative for each 1 g of sample. Enough sodium bisulfate should be present to ensure a sample pH of ≤ 2 .

6.1.1.3 Add 5 mL of organic-free reagent water to each vial. The water and the preservative will form an acid solution that will reduce or eliminate the majority of the biological activity in the sample, thereby preventing biodegradation of the volatile target analytes.

6.1.1.4 Seal the vial with the screw-cap and septum seal. If the double-ended, fritted, vials are used, seal both ends as recommended by the manufacturer.

6.1.1.5 Affix a label to each vial. This eliminates the need to label the vials in the field and assures that the tare weight of the vial includes the label. (The weight of any markings added to the label in the field is negligible).

6.1.1.6 Weigh the prepared vial to the nearest 0.01 g, record the tare weight, and write it on the label.

6.1.1.7 Because volatile organics will partition into the headspace of the vial from the aqueous solution and will be lost when the vial is opened, surrogates, matrix spikes, and internal standards (if applicable) should only be added to the vials after the sample has been added to the vial. These standards should be introduced back in the

laboratory, either manually by puncturing the septum with a small-gauge needle or automatically by the sample introduction system, just prior to analysis.

6.1.2 High concentration soil samples collected without a preservative

When high concentration samples are collected without a preservative, a variety of sample containers may be employed, including 60-mL glass vials with septum seals (see Sec. 4.4).

6.1.3 High concentration soil samples collected and preserved in the field

The following steps apply to the preparation of vials used in the collection of high concentration soil samples to be preserved in the field with methanol and analyzed by the aqueous purge-and-trap equipment described in Method 5030.

6.1.3.1 Add 10 mL of methanol to each vial.

6.1.3.2 Seal the vial with the screw-cap and septum seal.

6.1.3.3 Affix a label to each vial. This eliminates the need to label the vials in the field and assures that the tare weight of the vial includes the label. (The weight of any markings added to the label in the field is negligible).

6.1.3.4 Weigh the prepared vial to the nearest 0.01 g, record the tare weight, and write it on the label.

NOTE: Vials containing methanol should be weighed a second time on the day that they are to be used. Vials found to have lost methanol (reduction in weight of >0.01 g) should not be used for sample collection.

6.1.3.5 Surrogates, internal standards and matrix spikes (if applicable) should be added to the sample after it is returned to the laboratory and prior to analysis.

6.1.4 Oily waste samples

When oily waste samples are known to be soluble in methanol or PEG, sample vials may be prepared as described in Sec. 6.1.3, using the appropriate solvent. However, when the solubility of the waste is unknown, the sample should be collected without the use of a preservative, in a vial such as that described in Sec. 6.1.2.

6.2 Sample collection

Collect the sample according to the procedures outlined in the sampling plan. As with any sampling procedure for volatiles, care must be taken to minimize the disturbance of the sample in order to minimize the loss of the volatile components. Several techniques may be used to transfer a sample to the relatively narrow opening of the low concentration soil vial. These include devices such as the EnCore™ sampler, the Purge-and-Trap Soil Sampler™, and a cut plastic syringe. Always wear gloves whenever handling the tared sample vials.

6.2.1 Low concentration soil samples

6.2.1.1 Using an appropriate sample collection device, collect approximately 5 g of sample as soon as possible after the surface of the soil or other solid material has been exposed to the atmosphere: generally within a few minutes at most. Carefully wipe the exterior of the sample collection device with a clean cloth or towel.

6.2.1.2 Using the sample collection device, add about 5 g (2 - 3 cm) of soil to the sample vial containing the preservative solution. Quickly brush any soil off the vial threads and immediately seal the vial with the septum and screw-cap. Store samples on ice at 4°C.

NOTE: Soil samples that contain carbonate minerals (either from natural sources or applied as an amendment) may effervesce upon contact with the acidic preservative solution in the low concentration sample vial. If the amount of gas generated is very small (i.e., several mL), any loss of volatiles as a result of such effervescence may be minimal if the vial is sealed quickly. However, if larger amounts of gas are generated, not only may the sample lose a significant amount of analyte, but the gas pressure may shatter the vial if the sample vial is sealed. Therefore, when samples are known or suspected to contain high levels of carbonates, a test sample should be collected, added to a vial, and checked for effervescence. If a rapid or vigorous reaction occurs, discard the sample and collect low concentration samples in vials that do not contain the preservative solution.

6.2.1.3 When practical, use a portable balance to weigh the sealed vial containing the sample to ensure that 5.0 ± 0.5 g of sample were added. The balance should be calibrated in the field using an appropriate weight for the sample containers employed (Sec. 4.5.5). Record the weight of the sealed vial containing the sample to the nearest 0.01 g.

6.2.1.4 Alternatively, collect several trial samples with plastic syringes. Weigh each trial sample and note the length of the soil column in the syringe. Use these data to determine the length of soil in the syringe that corresponds to 5.0 ± 0.5 g. Discard each trial sample.

6.2.1.5 As with the collection of aqueous samples for volatiles, collect at least two replicate samples. This will allow the laboratory an additional sample for reanalysis. The second sample should be taken from the same soil stratum or the same section of the solid waste being sampled, and within close proximity to the location from which the original sample was collected.

6.2.1.6 In addition, since the soil vial cannot be opened without compromising the integrity of the sample, at least one additional aliquot of sample must be collected for screening, dry weight determination, and high concentration analysis (if necessary). This third aliquot may be collected in a 60-mL glass vial or a third 40-mL soil sample vial. However, this third vial must *not* contain the sample preservative solution, as an aliquot will be used to determine dry weight. If high concentration samples are collected in vials containing methanol, then two additional aliquots should be collected, one for high concentration analysis collected in a vial containing methanol, and another for the dry weight determination in a vial without either methanol or the low concentration aqueous preservative solution.

6.2.1.7 If samples are known or expected to contain target analytes over a wide range of concentrations, thereby requiring the analyses of multiple sample aliquots, it may be advisable and practical to take an additional sample aliquot in a low concentration soil vial containing the preservative, but collecting only 1-2 g instead of the 5 g collected in Sec. 6.2.1.1. This aliquot may be used for those analytes that exceed the instrument calibration range in the 5-g analysis.

6.2.1.8 The EnCore™ sampler has not been thoroughly evaluated by EPA as a sample storage device. While preliminary results indicate that storage in the EnCore™ device may be appropriate for up to 48 hours, samples collected in this device should be transferred to the soil sample vials as soon as possible, or analyzed within 48 hours.

6.2.1.9 The collection of low concentration soil samples in vials that contain methanol is not appropriate for samples analyzed with the closed-system purge-and-trap equipment described in this method (see Sec. 6.2.2).

6.2.2 High concentration soil samples preserved in the field

The collection of soil samples in vials that contain methanol has been suggested by some as a combined preservation and extraction procedure. However, this procedure is not appropriate for use with the low concentration soil procedure described in this method.

NOTE: The use of methanol preservation has not been formally evaluated by EPA and analysts must be aware of two potential problems. First, the use of methanol as a preservative and extraction solvent introduces a significant dilution factor that will raise the method quantitation limit beyond the operating range of the low concentration direct purge-and-trap procedure (0.5-200 µg/kg). The exact dilution factor will depend on the masses of solvent and sample, but generally exceeds 1000, and may make it difficult to demonstrate compliance with regulatory limits or action levels for some analytes. Because the analytes of interest are volatile, the methanol extract cannot be concentrated to overcome the dilution problem. Thus, for samples of unknown composition, it may still be necessary to collect an aliquot for analysis by this closed-system procedure and another aliquot preserved in methanol and analyzed by other procedures. The second problem is that the addition of methanol to the sample is likely to cause the sample to fail the ignitability characteristic, thereby making the unused sample volume a hazardous waste.

6.2.2.1 When samples are known to contain volatiles at concentrations high enough that the dilution factor will not preclude obtaining results within the calibration range of the appropriate determinative method, a sample may be collected and immediately placed in a sample vial containing purge-and-trap grade methanol.

6.2.2.2 Using an appropriate sample collection device, collect approximately 5 g of sample as soon as possible after the surface of the soil or other solid material has been exposed to the atmosphere: generally within a few minutes at most. Carefully wipe the exterior of the sample collection device with a clean cloth or towel.

6.2.2.3 Using the sample collection device, add about 5 g (2 - 3 cm) of soil to the vial containing 10 mL of methanol. Quickly brush any soil off the vial threads and immediately seal the vial with the septum and screw-cap. Store samples on ice at 4°C.

6.2.2.4 When practical, use a portable balance to weigh the sealed vial containing the sample to ensure that 5.0 ± 0.5 g of sample were added. The balance should be calibrated in the field using an appropriate weight for the sample containers employed (Sec. 4.5.5). Record the weight of the sealed vial containing the sample to the nearest 0.01 g.

6.2.2.5 Alternatively, collect several trial samples with plastic syringes. Weigh each trial sample and note the length of the soil column in the syringe. Use these data to determine the length of soil in the syringe that corresponds to 5.0 ± 0.5 g. Discard each trial sample.

6.2.2.6 Other sample weights and volumes of methanol may be employed, provided that the analyst can demonstrate that the sensitivity of the overall analytical procedure is appropriate for the intended application.

6.2.2.7 The collection of at least one additional sample aliquot is required for the determination of the dry weight, as described in Sec. 6.2.1.6. Samples collected in methanol should be shipped as described in Sec. 6.3, and must be clearly labeled as containing methanol, so that the samples are not analyzed using the closed-system purge-and-trap equipment described in this procedure.

6.2.3 High concentration soil sample not preserved in the field

The collection of high concentration soil samples that are not preserved in the field generally follows similar procedures as for the other types of samples described in Secs. 6.2.1 and 6.2.2, with the obvious exception that the sample vials contain neither the aqueous preservative solution nor methanol. However, when field preservation is not employed, it is better to collect a larger volume sample, filling the sample container as full as practical in order to minimize the headspace. Such collection procedures generally do not require the collection of a separate aliquot for dry weight determination, but it may be advisable to collect a second sample aliquot for screening purposes, in order to minimize the loss of volatiles in either aliquot.

6.2.4 Oily waste samples

The collection procedures for oily samples depend on knowledge of the waste and its solubility in methanol or other solvents.

6.2.4.1 When an oily waste is known to be soluble in methanol or PEG, the sample may be collected in a vial containing such a solvent (see Sec. 6.1.4), using procedures similar to those described in Sec. 6.2.2.

6.2.4.2 When the solubility of the oily waste is not known, the sample should either be collected in a vial without a preservative, as described in Sec. 6.2.3, or the solubility of a trial sample should be tested in the field, using a vial containing solvent. If the trial sample is soluble in the solvent, then collect the oily waste sample as described in Sec. 6.2.2. Otherwise, collect an unpreserved sample as described in Sec. 6.2.3.

6.3 Sample handling and shipment

All samples for volatiles analysis should be cooled to approximately 4°C, packed in appropriate containers, and shipped to the laboratory on ice, as described in the sampling plan.

6.4 Sample storage

6.4.1 Once in the laboratory, store samples at 4°C until analysis. The sample storage area should be free of organic solvent vapors.

6.4.2 All samples should be analyzed as soon as practical, and within the designated holding time from collection. Samples not analyzed within the designated holding time must be noted and the data are considered minimum values.

6.4.3 When the low concentration samples are strongly alkaline or highly calcareous in nature, the sodium bisulfate preservative solution may not be strong enough to reduce the pH of the soil/water solution to below 2. Therefore, when low concentration soils to be sampled are known or suspected to be strongly alkaline or highly calcareous, additional steps may be required to preserve the samples. Such steps include: addition of larger amounts of the sodium bisulfate preservative to non-calcareous samples, storage of low concentration samples at -10°C (taking care not to fill the vials so full that the expansion of the water in the vial breaks the vial), or significantly reducing the maximum holding time for low concentration soil samples. Whichever steps are employed, they should be clearly described in the sampling and QA project plans and distributed to both the field and laboratory personnel. See Sec. 6.2.1.2 for additional information.

7.0 PROCEDURE

This section describes procedures for sample screening, the low concentration soil method, the high concentration soil method, and the procedure for oily waste samples. High concentration samples are to be introduced into the GC system using Method 5030. Oily waste samples are to be introduced into the GC system using Method 5030 if they are soluble in a water-miscible solvent, or using Method 3585 if they are not.

7.1 Sample screening

7.1.1 It is highly recommended that all samples be screened prior to the purge-and-trap GC or GC/MS analysis. Samples may contain higher than expected quantities of purgeable organics that will contaminate the purge-and-trap system, thereby requiring extensive cleanup and instrument maintenance. The screening data are used to determine which is the appropriate sample preparation procedure for the particular sample, the low concentration closed-system direct purge-and-trap method (Sec. 7.2), the high concentration (methanol extraction) method (Sec. 7.3), or the nonaqueous liquid (oily waste) methanol or PEG dilution procedure (Sec. 7.4).

7.1.2 The analyst may employ any appropriate screening technique. Two suggested screening techniques employing SW-846 methods are:

7.1.2.1 Automated headspace (Method 5021) using a gas chromatograph (GC) equipped with a photoionization detector (PID) and an electrolytic conductivity detector (HECD) in series, or,

7.1.2.2 Extraction of the sample with hexadecane (Method 3820) and analysis of the extract on a GC equipped with a FID and/or an ECD.

7.1.3 The analyst may inject a calibration standard containing the analytes of interest at a concentration equivalent to the upper limit of the calibration range of the low concentration soil method. The results from this standard may be used to determine when the screening results approach the upper limit of the low concentration soil method. There are no linearity or other performance criteria associated with the injection of such a standard, and other approaches may be employed to estimate sample concentrations.

7.1.4 Use the low concentration closed-system purge-and-trap method (Sec. 7.2) if the estimated concentration from the screening procedure falls within the calibration range of the selected determinative method. If the concentration exceeds the calibration range of the low concentration soil method, then use either the high concentration soil method (Sec. 7.3), or the oily waste method (Sec. 7.4).

7.2 Low concentration soil method (Approximate concentration range of 0.5 to 200 µg/kg - the concentration range is dependent upon the determinative method and the sensitivity of each analyte.)

7.2.1 Initial calibration

Prior to using this introduction technique for any GC or GC/MS method, the system must be calibrated. General calibration procedures are discussed in Method 8000, while the determinative methods and Method 5000 provide specific information on calibration and preparation of standards. Normally, external standard calibration is preferred for the GC methods (non-MS detection) because of possible interference problems with internal standards. If interferences are not a problem, or when a GC/MS method is used, internal standard calibration may be employed.

7.2.1.1 Assemble a purge-and-trap device that meets the specification in Sec. 4.2 and that is connected to a gas chromatograph or a gas chromatograph/mass spectrometer system.

7.2.1.2 Before initial use, a Carbopack/Carbosieve trap should be conditioned overnight at 245°C by backflushing with an inert gas flow of at least 20 mL/minute. If other trapping materials are substituted for the Carbopack/Carbosieve, follow the manufacturers recommendations for conditioning. Vent the trap effluent to the hood, not to the analytical column. Prior to daily use, the trap should be conditioned for 10 minutes at 245°C with backflushing. The trap may be vented to the analytical column during daily conditioning; however, the column must be run through the temperature program prior to analysis of samples.

7.2.1.3 If the standard trap in Sec. 4.2.2.2 is employed, prior to initial use, the trap should be conditioned overnight at 180°C by backflushing with an inert gas flow of at least 20 mL/min, or according to the manufacturer's recommendations. Vent the trap effluent to the hood, not to the analytical column. Prior to daily use, the trap should be conditioned for 10 min at 180°C with backflushing. The trap may be vented to the analytical column during daily conditioning; however, the column must be run through the temperature program prior to analysis of samples.

7.2.1.4 Establish the purge-and-trap instrument operating conditions. Adjust the instrument to inject 5 mL of water, to heat the sample to 40°C, and to hold the sample at 40°C for 1.5 minutes before commencing the purge process, or as recommended by the instrument manufacturer.

7.2.1.5 Prepare a minimum of five initial calibration standards containing all the analytes of interest and surrogates, as described in Method 8000, and following the instrument manufacturer's instructions. The calibration standards are prepared in organic-free reagent water. The volume of organic-free reagent water used for calibration must be the same volume used for sample analysis (normally 5 mL added to the vial before shipping it to the field plus the organic-free reagent water added by the instrument). The calibration standards should also contain approximately the same amount of the sodium bisulfate preservative as the sample (e.g., ~1 g), as the presence of the preservative will affect the purging efficiencies of the analytes. The internal standard solution must be added automatically, by the instrument, in the same fashion as used for the samples. Place the soil vial containing the solution in the instrument carousel. In order to calibrate the surrogates using standards at five concentrations, it may be necessary to disable the automatic addition of surrogates to each vial containing a calibration standard (consult the manufacturer's instructions). Prior to purging, heat the sample vial to 40°C for 1.5 minutes, or as recommended by the manufacturer.

7.2.1.6 Carry out the purge-and-trap procedure as outlined in Secs. 7.2.3. to 7.2.5.

7.2.1.7 Calculate calibration factors (CF) or response factors (RF) for each analyte of interest using the procedures described in Method 8000. Calculate the average CF (external standards) or RF (internal standards) for each compound, as described in Method 8000. Evaluate the linearity of the calibration data, or choose another calibration model, as described in Method 8000 and the specific determinative method.

7.2.1.8 For GC/MS analysis, a system performance check must be made before this calibration curve is used (see Method 8260). If the purge-and-trap procedure is used with Method 8021, evaluate the response for the following four compounds: chloromethane; 1,1-dichloroethane; bromoform; and 1,1,2,2-tetrachloroethane. They are used to check for proper purge flow and to check for degradation caused by contaminated lines or active sites in the system.

7.2.1.8.1 Chloromethane is the most likely compound to be lost if the purge flow is too fast.

7.2.1.8.2 Bromoform is one of the compounds most likely to be purged very poorly if the purge flow is too slow. Cold spots and/or active sites in the transfer lines may adversely affect response.

7.2.1.8.3 Tetrachloroethane and 1,1-dichloroethane are degraded by contaminated transfer lines in purge-and-trap systems and/or active sites in trapping materials.

7.2.1.9 When analyzing for very late eluting compounds with Method 8021 (i.e., hexachlorobutadiene, 1,2,3-trichlorobenzene, etc.), cross-contamination and memory effects from a high concentration sample or even the standard are a common problem.

Extra rinsing of the purge chamber after analysis normally corrects this. The newer purge-and-trap systems often overcome this problem with better bakeout of the system following the purge-and-trap process. Also, the charcoal traps retain less moisture and decrease the problem.

7.2.2 Calibration verification

Refer to Method 8000 for details on calibration verification. A single standard near the mid-point of calibration range is used for verification. This standard should also contain approximately 1 g of sodium bisulfate.

7.2.3 Sample purge-and-trap

This method is designed for a 5-g sample size, but smaller sample sizes may be used. Consult the instrument manufacturer's instructions regarding larger sample sizes, in order to avoid clogging of the purging apparatus. The soil vial is hermetically sealed at the sampling site, and MUST remain so in order to guarantee the integrity of the sample. Gloves must be worn when handling the sample vial since the vial has been tared. If any soil is noted on the exterior of the vial or cap, it must be carefully removed prior to weighing. Weigh the vial and contents to the nearest 0.01 g, even if the sample weight was determined in the field, and record this weight. This second weighing provides a check on the field sampling procedures and provides additional assurance that the reported sample weight is accurate. Data users should be advised on significant discrepancies between the field and laboratory weights.

7.2.3.1 Remove the sample vial from storage and allow it to warm to room temperature. Shake the vial gently, to ensure that the contents move freely and that stirring will be effective. Place the sample vial in the instrument carousel according to the manufacturer's instructions.

7.2.3.2 Without disturbing the hermetic seal on the sample vial, add 5 mL of organic-free reagent water, the internal standards, and the surrogate compounds. This is carried out using the automated sampler. Other volumes of organic-free reagent water may be used, however, it is imperative that all samples, blanks, and calibration standards have exactly the same final volume of organic-free reagent water. Prior to purging, heat the sample vial to 40°C for 1.5 minutes, or as described by the manufacturer.

7.2.3.3 For the sample selected for matrix spiking, add the matrix spiking solution described in Sec. 5.0 of Method 5000, either manually, or automatically, following the manufacturer's instructions. The concentration of the spiking solution and the amount added should be established as described in Sec. 8.0 of Method 8000.

7.2.3.4 Purge the sample with helium or another inert gas at a flow rate of up to 40 mL/minute (the flow rate may vary from 20 to 40 mL/min, depending on the target analyte group) for 11 minutes while the sample is being agitated with the magnetic stirring bar or other mechanical means. The purged analytes are allowed to flow out of the vial through a glass-lined transfer line to a trap packed with suitable sorbent materials.

7.2.4 Sample Desorption

7.2.4.1 Non-cryogenic interface - After the 11 minute purge, place the purge-and-trap system in the desorb mode and preheat the trap to 245°C without a flow

of desorption gas. Start the flow of desorption gas at 10 mL/minute for about four minutes (1.5 min is normally adequate for analytes in Method 8015). Begin the temperature program of the gas chromatograph and start data acquisition.

7.2.4.2 Cryogenic interface - After the 11 minute purge, place the purge-and-trap system in the desorb mode, make sure that the cryogenic interface is at -150°C or lower, and rapidly heat the trap to 245°C while backflushing with an inert gas at 4 mL/minute for about 5 minutes (1.5 min is normally adequate for analytes in Methods 8015). At the end of the 5-minute desorption cycle, rapidly heat the cryogenic trap to 250°C. Begin the temperature program of the gas chromatograph and start the data acquisition.

7.2.5 Trap Reconditioning

After desorbing the sample for 4 minutes, recondition the trap by returning the purge-and-trap system to the purge mode. Maintain the trap temperature at 245°C (or other temperature recommended by the manufacturer of the trap packing materials). After approximately 10 minutes, turn off the trap heater and halt the purge flow through the trap. When the trap is cool, the next sample can be analyzed.

7.2.6 Data Interpretation

Perform qualitative and quantitative analysis following the guidance given in the determinative method and Method 8000. If the concentration of any target analyte exceeds the calibration range of the instrument, it will be necessary to reanalyze the sample by the high concentration method. Such reanalyses need only address those analytes for which the concentration exceeded the calibration range of the low concentration method. Alternatively, if a sample aliquot of 1-2 g was also collected (see Sec. 6.2.1.7), it may be practical to analyze that aliquot for the analytes that exceeded the instrument calibration range in the 5-g analysis. If results are to be reported on a dry weight basis, proceed to Sec. 7.5

7.3 High concentration method for soil samples with concentrations generally greater than 200 µg/kg.

The high concentration method for soil is based on a solvent extraction. A solid sample is either extracted or diluted, depending on sample solubility in a water-miscible solvent. An aliquot of the extract is added to organic-free reagent water containing surrogates and, if applicable, internal and matrix spiking standards, purged according to Method 5030, and analyzed by an appropriate determinative method. Wastes that are insoluble in methanol (i.e., petroleum and coke wastes) are diluted with hexadecane (see Sec. 7.3.8).

The specific sample preparation steps depend on whether or not the sample was preserved in the field. Samples that were not preserved in the field are prepared using the steps below, beginning at Sec. 7.3.1. If solvent preservation was employed in the field, then the preparation begins with Sec. 7.3.4.

7.3.1 When the high concentration sample is not preserved in the field, the sample consists of the entire contents of the sample container. Do not discard any supernatant liquids. Whenever practical, mix the contents of the sample container by shaking or other mechanical means without opening the vial. When shaking is not practical, quickly mix the contents of the vial with a narrow metal spatula and immediately reseal the vial.

7.3.2 If the sample is from an unknown source, perform a solubility test before proceeding. Remove several grams of material from the sample container. Quickly reseal the container to minimize the loss of volatiles. Weigh 1-g aliquots of the sample into several test tubes or other suitable containers. Add 10 mL of methanol to the first tube, 10 mL of PEG to the second, and 10 mL of hexadecane to the third. Swirl the sample and determine if it is soluble in the solvent. Once the solubility has been evaluated, discard these test solutions. If the sample is soluble in either methanol or PEG, proceed with Sec. 7.3.3. If the sample is only soluble in hexadecane, proceed with Sec. 7.3.8.

7.3.3 For soil and solid waste samples that are soluble in methanol, add 9.0 mL of methanol and 1.0 mL of the surrogate spiking solution to a tared 20-mL vial. Using a top-loading balance, weigh 5 g (wet weight) of sample into the vial. Quickly cap the vial and reweigh the vial. Record the weight to 0.1 g. Shake the vial for 2 min. If the sample was not soluble in methanol, but was soluble in PEG, employ the same procedure described above, but use 9.0 mL of PEG in place of the methanol. Proceed with Sec. 7.3.5.

NOTE: The steps in Secs. 7.3.1, 7.3.2, and 7.3.3 must be performed rapidly and without interruption to avoid loss of volatile organics. These steps must be performed in a laboratory free from solvent fumes.

7.3.4 For soil and solid waste samples that were collected in methanol or PEG (see Sec. 6.2.2), weigh the vial to 0.1 g as a check on the weight recorded in the field, add the surrogate spiking solution to the vial by injecting it through the septum, shake for 2 min, as described above, and proceed with Sec. 7.3.5.

7.3.5 Pipet approximately 1 mL of the extract from either Sec. 7.3.3 or 7.3.4 into a GC vial for storage, using a disposable pipet, and seal the vial. The remainder of the extract may be discarded. Add approximately 1 mL of methanol or PEG to a separate GC vial for use as the method blank for each set of samples extracted with the same solvent.

7.3.6 The extracts must be stored at 4°C in the dark, prior to analysis. Add an appropriate aliquot of the extract (see Table 2) to 5.0 mL of organic-free reagent water and analyze by Method 5030 in conjunction with the appropriate determinative method. Proceed to Sec. 7.0 in Method 5030 and follow the procedure for purging high concentration samples.

7.3.7 If results are to be reported on a dry weight basis, determine the dry weight of a separate aliquot of the sample, using the procedure in Sec. 7.5, after the sample extract has been transferred to a GC vial and the vial sealed.

7.3.8 For solids that are not soluble in methanol or PEG (including those samples consisting primarily of petroleum or coking waste) dilute or extract the sample with hexadecane using the procedures in Sec. 7.0 of Method 3585.

7.4 High concentration method for oily waste samples

This procedure for the analysis of oily waste samples involves the dilution of the sample in methanol or PEG. However, care must be taken to avoid introducing any of the floating oil layer into the instrument. A portion of the diluted sample is then added to 5.0 mL of organic-free reagent water, purged according to Method 5030, and analyzed using an appropriate determinative method.

For oily samples that are not soluble in methanol or PEG (including those samples consisting primarily of petroleum or coking waste), dilute or extract with hexadecane using the procedures in Sec. 7.0 of Method 3585.

The specific sample preparation steps depend on whether or not the sample was preserved in the field. Samples that were not preserved in the field are prepared using the steps below, beginning at Sec. 7.4.1. If methanol preservation was employed in the field, then the preparation begins with Sec. 7.4.3.

7.4.1 If the waste was not preserved in the field and it is soluble in methanol or PEG, weigh 1 g (wet weight) of the sample into a tared 10-mL volumetric flask, a tared scintillation vial, or a tared culture tube. If a vial or tube is used instead of a volumetric flask, it must be calibrated prior to use. This operation must be performed prior to opening the sample vial and weighing out the aliquot for analysis.

7.4.1.1 To calibrate the vessel, pipet 10.0 mL of methanol or PEG into the vial or tube and mark the bottom of the meniscus.

7.4.1.2 Discard this solvent, and proceed with weighing out the 1-g sample aliquot.

7.4.2 Quickly add 1.0 mL of surrogate spiking solution to the flask, vial, or tube, and dilute to 10.0 mL with the appropriate solvent (methanol or PEG). Swirl the vial to mix the contents and then shake vigorously for 2 minutes.

7.4.3 If the sample was collected in the field in a vial containing methanol or PEG, weigh the vial to 0.1 g as a check on the weight recorded in the field, add the surrogate spiking solution to the vial by injecting it through the septum. Swirl the vial to mix the contents and then shake vigorously for 2 minutes and proceed with Sec. 7.4.4.

7.4.4 Regardless of how the sample was collected, the target analytes are extracted into the solvent along with the majority of the oily waste (i.e., some of the oil may still be floating on the surface). If oil is floating on the surface, transfer 1 to 2 mL of the extract to a clean GC vial using a Pasteur pipet. Ensure that no oil is transferred to the vial.

7.4.5 Add 10 - 50 μ L of the methanol extract to 5 mL of organic-free reagent water for purge-and-trap analysis, using Method 5030.

7.4.6 Prepare a matrix spike sample by adding 10 - 50 μ L of the matrix spike standard dissolved in methanol to a 1-g aliquot of the oily waste. Shake the vial to disperse the matrix spike solution throughout the oil. Then add 10 mL of extraction solvent and proceed with the extraction and analysis, as described in Secs. 7.4.2 - 7.4.5. Calculate the recovery of the spiked analytes as described in Method 8000. If the recovery is not within the acceptance limits for the application, use the hexadecane dilution technique in Sec. 7.0 of Method 3585.

7.5 Determination of % Dry Weight

If results are to be reported on a dry weight basis, it is necessary to determine the dry weight of the sample.

NOTE: It is highly recommended that the dry weight determination only be made after the analyst has determined that no sample aliquots will be taken from the 60-mL vial for high

concentration analysis. This is to minimize loss of volatiles and to avoid sample contamination from the laboratory atmosphere. There is no holding time associated with the dry weight determination. Thus, this determination can be made any time prior to reporting the sample results, as long as the vial containing the additional sample has remained sealed and properly stored.

7.5.1 Weigh 5-10 g of the sample from the 60-mL VOA vial into a tared crucible.

7.5.2 Dry this aliquot overnight at 105°C. Allow to cool in a desiccator before weighing. Calculate the % dry weight as follows:

$$\% \text{ dry weight} = \frac{\text{g of dry sample}}{\text{g of sample}} \times 100$$

WARNING: The drying oven should be contained in a hood or vented. Significant laboratory contamination may result from a heavily contaminated hazardous waste sample.

8.0 QUALITY CONTROL

8.1 Refer to Chapter One for specific quality control procedures and Method 5000 for sample preparation QC procedures.

8.2 Before processing any samples, the analyst should demonstrate through the analysis of an organic-free reagent water method blank that all glassware and reagents are interference free. Each time a set of samples is extracted, or there is a change in reagents, a method blank should be processed as a safeguard against chronic laboratory contamination. The blank samples should be carried through all stages of the sample preparation and measurement.

8.3 Initial Demonstration of Proficiency - Each laboratory must demonstrate initial proficiency with each sample preparation and determinative method combination it utilizes, by generating data of acceptable accuracy and precision for target analytes in a clean matrix. The laboratory must also repeat this demonstration whenever new staff are trained or significant changes in instrumentation are made. See Sec. 8.0 of Methods 5000 and 8000 for information on how to accomplish this demonstration.

8.4 Sample Quality Control for Preparation and Analysis - See Sec. 8.0 in Method 5000 and Method 8000 for procedures to follow to demonstrate acceptable continuing performance on each set of samples to be analyzed. These include the method blank, either a matrix spike/matrix spike duplicate or a matrix spike and duplicate sample analysis, a laboratory control sample (LCS), and the addition of surrogates to each sample and QC sample.

8.5 It is recommended that the laboratory adopt additional quality assurance practices for use with this method. The specific practices that are most productive depend upon the needs of the laboratory and the nature of the samples. Whenever possible, the laboratory should analyze standard reference materials and participate in relevant performance evaluation studies.

9.0 METHOD PERFORMANCE

9.1 Single laboratory accuracy and precision data were obtained for the method analytes in three soil matrices, sand, a soil collected 10 feet below the surface of a hazardous landfill, called the

C-Horizon, and a surface garden soil. Each sample was fortified with the analytes at a concentration of 20 ng/5 g, which is equivalent to 4 µg/kg. These data are listed in tables found in Method 8260.

9.2 Single laboratory accuracy and precision data were obtained for certain method analytes when extracting oily liquid using methanol as the extraction solvent. The data are presented in a table in Method 8260. The compounds were spiked into three portions of an oily liquid (taken from a waste site) following the procedure for matrix spiking described in Sec. 7.4. This represents a worst case set of data based on recovery data from many sources of oily liquid.

10.0 REFERENCES

1. Bellar, T., "Measurement of Volatile Organic Compounds in Soils Using Modified Purge-and-Trap and Capillary Gas Chromatography/Mass Spectrometry" U.S. Environmental Protection Agency, Environmental Monitoring Systems Laboratory, Cincinnati, OH, November 1991.
2. Siegrist, R. L., Jenssen, P. D., "Evaluation of Sampling Method Effects on Volatile Organic Compound Measurements in Contaminated Soils", *Envir Sci Technol*, 1990; 24; 1387-92.
3. Hewitt, A. D., Jenkins, T. F., Grant, C. L., "Collection, Handling and Storage: Keys to Improved Data Quality for Volatile Organic Compounds in Soil", *Am Environ Lab*, 1995; 7(1); 25-8.
4. Liikala, T. L., Olsen, K. B., Teel, S. S., Lanigan, D. C., "Volatile Organic Compounds: Comparison of Two Sample Collection and Preservation Methods", *Envir Sci Technol*, 1996; 30; 3441-7.
5. Lewis, T. E., Crockett, A. B., Siegrist, R. L., Zarrabi, K., "Soil Sampling and Analysis for Volatile Organic Compounds", *Envir Monitoring & Assessment*, 1994; 30; 213-46.
6. Hewitt, A. D., "Enhanced Preservation of Volatile Organic Compounds in Soil with Sodium Bisulfate", SR95-26, U. S. Army Cold Regions Research and Engineering Laboratory, Hanover, NH.
7. Hewitt, A. D., Lukash, N. J. E., "Sampling for In-Vial Analysis of Volatile Organic Compounds in Soil", *Am Environ Lab*, 1996; Aug; 15-9.
8. Hewitt, A. D., Miyares, P. H., Sletten, R. S., "Determination of Two Chlorinated Volatile Organic Compounds in Soil by Headspace Gas Chromatography and Purge-and-Trap Gas Chromatography/Mass Spectrometry", *Hydrocarbon Contaminated Soils*, 1993, 3; 135-45, Chelsea, MI, Lewis Publishers.
9. Hewitt, A. D., "Methods of Preparing Soil Samples for Headspace Analysis of Volatile Organic Compounds: Emphasis on Salting Out", 12th Annual Waste Testing and Quality Assurance Symposium, Washington, DC, 1996, 322-9.
10. Hewitt, A. D., Miyares, P. H., Leggett, D. C., Jenkins, T. F., "Comparison of Analytical Methods for Determination of Volatile Organic Compounds", *Envir Sci Tech*, 1992; 26; 1932-8.

TABLE 1

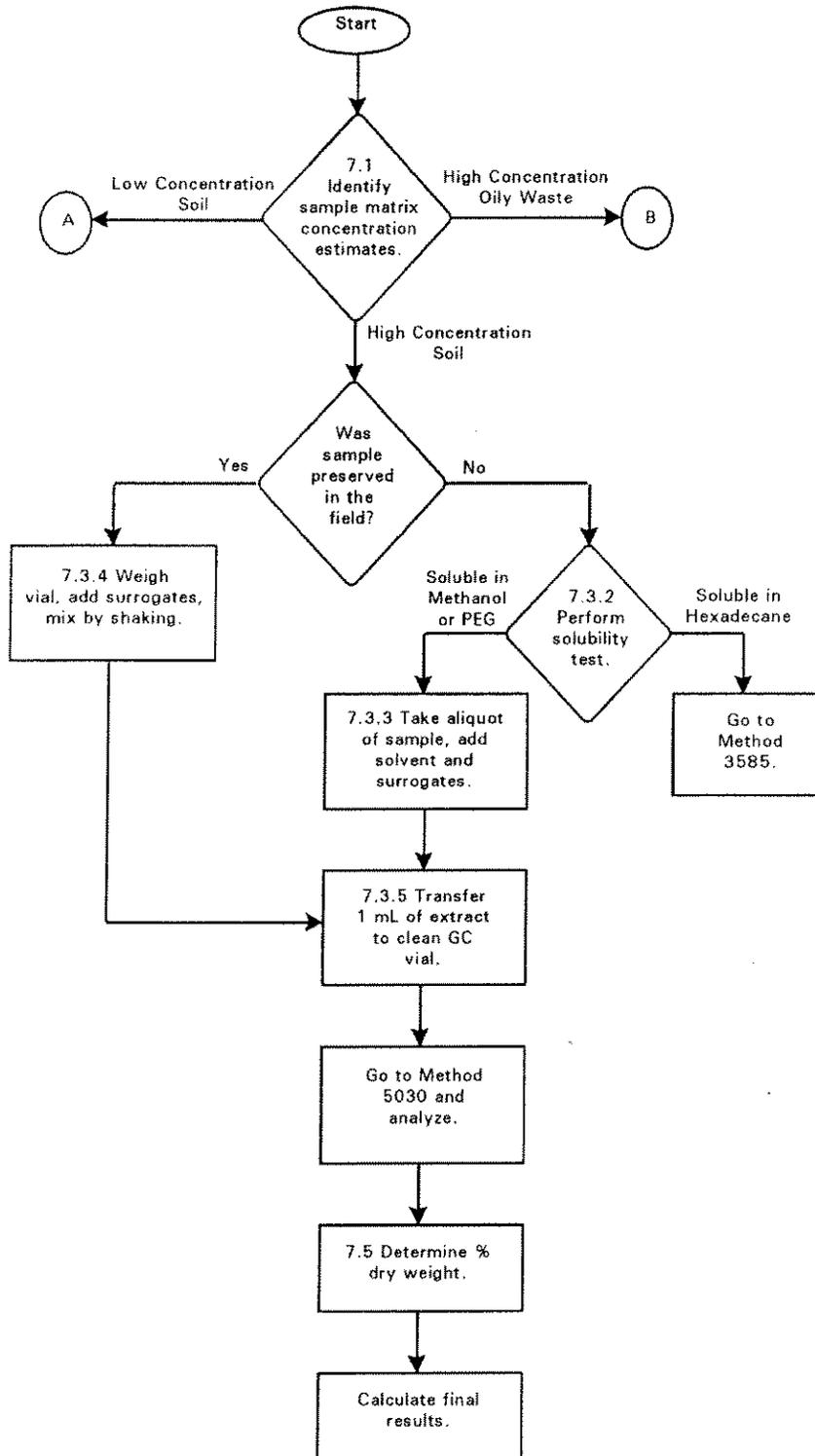
QUANTITY OF METHANOL EXTRACT REQUIRED FOR ANALYSIS OF
HIGH CONCENTRATION SOILS/SEDIMENTS

Approximate Concentration Range	Volume of Methanol Extract ^a
500 - 10,000 µg/kg	100 µL
1,000 - 20,000 µg/kg	50 µL
5,000 - 100,000 µg/kg	10 µL
25,000 - 500,000 µg/kg	100 µL of 1/50 dilution ^b

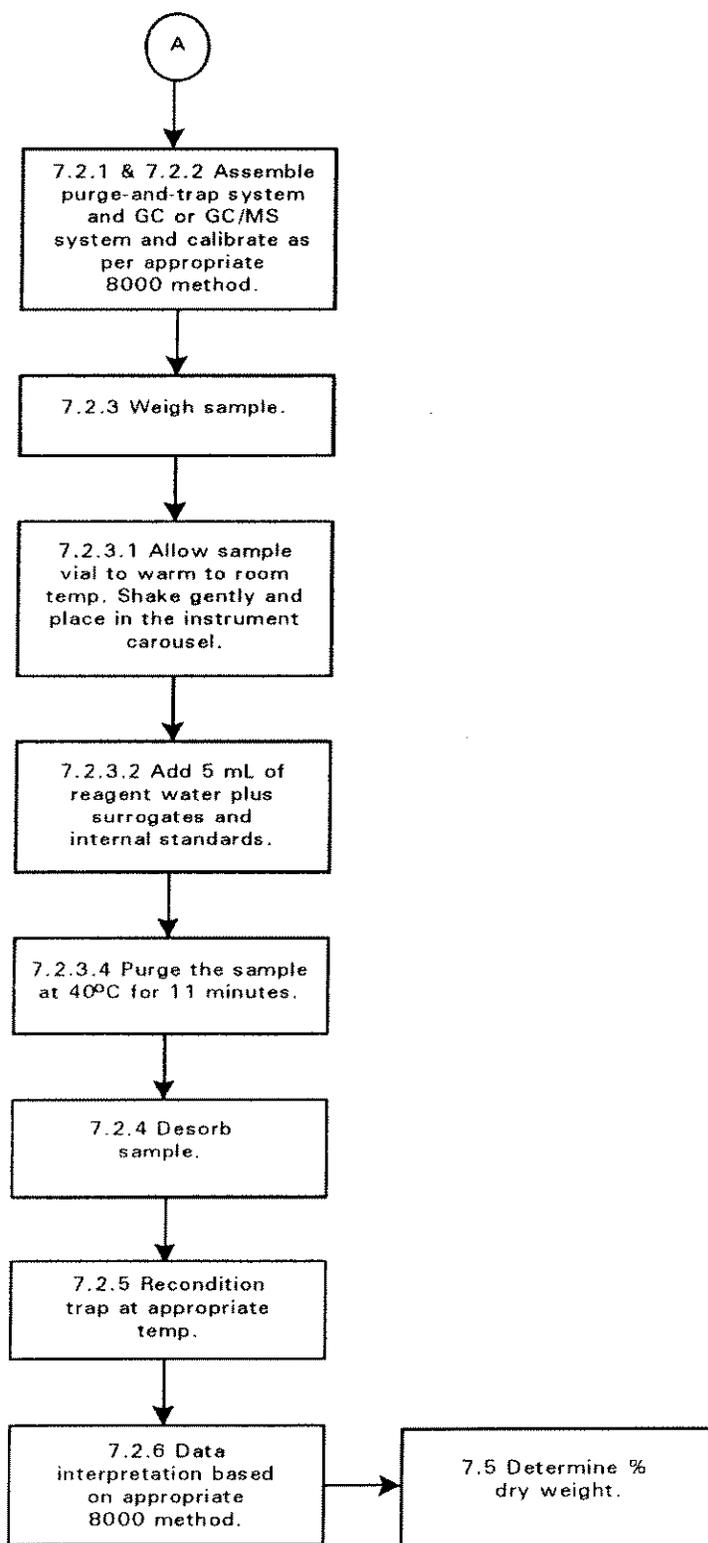
Calculate appropriate dilution factor for concentrations exceeding those in this table.

- ^a The volume of methanol added to 5 mL of water being purged should be kept constant. Therefore, add to the 5-mL syringe whatever volume of methanol is necessary to maintain a total volume of 100 µL of methanol.
- ^b Dilute an aliquot of the methanol extract and then take 100 µL for analysis.

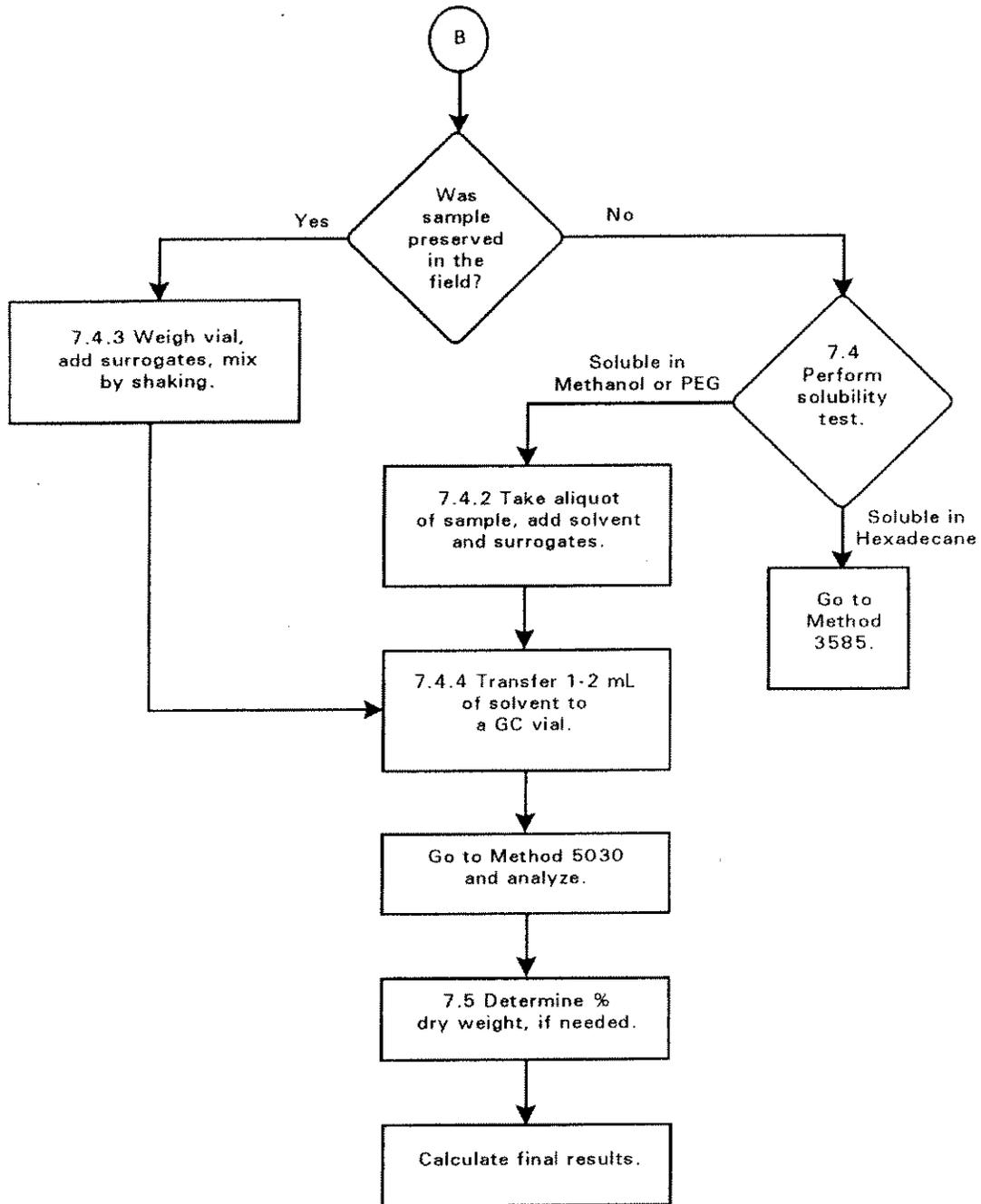
METHOD 5035
CLOSED-SYSTEM PURGE-AND-TRAP AND EXTRACTION
FOR VOLATILE ORGANICS IN SOIL AND WASTE SAMPLES



METHOD 5035 (CONTINUED)



METHOD 5035 (CONTINUED)



APPENDIX C

EDD FORMAT REQUIREMENTS

ELECTRONIC DATA FORMAT REQUIREMENTS

1.0 INTRODUCTION

The laboratory is to provide a compact disk (CD) containing separate text (TXT) files in the format specified in this Attachment. The electronic deliverable includes all environmental samples, sample dilutions, sample reanalyses, and laboratory quality control samples. **All entries in the electronic deliverable must agree exactly with the final entries reported on the hardcopy data package sample result summaries.** The LAB_RESULT for nondetects should be populated with sample quantitation limits. Any corrections made to the hardcopy data must also be made to the electronic file. Appropriate qualifiers as identified by the analytical protocol must also be designated; laboratory QC non-compliance codes are not to be depicted.

Each CD is to be properly labeled with the laboratory name, project name, file name(s), and laboratory point of contact. Electronic files should be delivered in the same fashion, as are the hard copy data packages. A separate .txt file shall be made for each analytical fraction (by method) and each sample delivery group (SDG). The files shall be named with the first character being the analytical fraction designator, followed by an underscore, followed by the SDG name. For example, the file for the volatile fraction for SDG TT001 should be named V_TT001.TXT. Additionally, the laboratory must provide a hardcopy listing all electronic files saved to the CD, indicating what analytical fraction and matrix the file data contained therein pertain to. All electronic data deliverables are due within the same time established for the associated hardcopy data packages.

In addition, the laboratory QC officer must read and sign a copy of the Quality Assurance Review Form displayed on the next page of this Attachment. Electronic deliverables are not considered to be complete without the accompanying Quality Assurance Review Form.

I _____, as the designated Quality Assurance Officer, hereby attest that all electronic deliverables have been thoroughly reviewed and are in agreement with the associated hardcopy data. The enclosed electronic files have been reviewed for accuracy (including significant figures), completeness and format. The laboratory will be responsible for any labor time necessary to correct enclosed electronic deliverables that have been found to be in error. I can be reached at _____ if there are any questions or problems with the enclosed electronic deliverables.

Signature: _____

Title: _____

Date: _____

The analytical data shall be delivered electronically in an ASCII comma delimited (double quotes around text fields) text file (filename.txt). The exact structure of the database is described in the table below. It shall be the responsibility of the laboratory to ensure that all electronic entries are in strict accordance with the information provided on the Form I.

An example database shall be sent for review prior to the first electronic deliverable in .txt format. The example file will be examined for completeness and comments will be sent to the laboratory. Any questions regarding the electronic deliverable shall be directed to Ricky DePaul at Tetra Tech NUS (412)921-7112.

DATA FIELD	DATA TYPE	FIELD WIDTH	DATA FIELD DESCRIPTION
SAMPLE_NO	C	25	Field sample ID as listed on the chain-of-custody. The sample number indicated in this field should never be truncated. The only exception for this field not matching the chain-of-custody is for reanalyses, dilution, and matrix spike results in which a RE, DL, or MS suffix will be added to the sample number respectively.
MATRIX	C	2	Matrix as indicated on the Chain of Custody.
COLL_METH	C	2	"G" (Grab) or "CP" (Composite) as indicated on the Chain of Custody.
LAB_ID	C	15	Laboratory number for the given sample.
LABORATORY	C	25	Laboratory name.
BATCH_NO	C	10	Laboratory code for batch of samples included in a given run.
ASSOC_BLNK	C	15	Laboratory name of the method blank associated with that particular batch of samples.
QC_TYPE	C	10	Normal Environmental Sample = "NORMAL", Laboratory Duplicate = "DUPLICATE", Matrix Spike = "MS", Matrix Spike Duplicate = "MSD", Laboratory Control Sample = "LCS", Laboratory Control Sample Duplicate = "LCSD", Method Blank = "M_BLANK", Preparation Blank = "P_BLANK".
RUN_TYPE	C	12	Initial, dilution 1, dilution 2, dilution 3, reanalysis 1, reanalysis 2, reanalysis 3
RES_TYPE	C	5	Surrogate Recoveries = "SUR", Target Compound = "TRG", Internal standards = "IS", Tentatively Identified Compounds = "TIC"
SAMP_DATE	D	8	Date of sample collection as indicated on the Chain of Custody. Example: 11/07/93.

DATA FIELD	DATA TYPE	FIELD WIDTH	DATA FIELD DESCRIPTION
SAMP_TIME	T	5	Time of sample collection as indicated on the Chain of Custody. Reported as five character string.
REC_DATE	D	8	Date sample was received by the laboratory.
EXTR_DATE	D	8	Date sample was extracted or prepared by the laboratory.
ANAL_DATE	D	8	Date sample was analyzed by the laboratory.
RUN_NUMBER	N	2 (0)	The number of the analytical run for a given sample in sequence. For example, if a sample is diluted and reanalyzed, the original run number would be 1 and the reanalysis would be 2.
SDG	C	15	Sample delivery group identifier assigned by the laboratory. This number should <u>exactly</u> match the SDG designated on the hardcopy data package.
PROJECT_NO	C	10	Identification of Project Number or Contract Task Order (CTO) number.
PROJ_MNGR	C	25	The Tetra Tech NUS Project Manager's last name, followed by a comma, followed by the first initial of the Project Manager. Example: HUTSON, D.
PARAMETER	C	45	Chemical or analyte name <u>exactly</u> as reported on Form I.
CAS_NO	C	10	Chemical Abstract Service number for the parameter listed. The CAS number should be reported exactly as it is listed in publications such as the Merck Index. This field should be left blank for those parameters not having CAS numbers (e.g. Total Organic Carbon).
FRACTION	C	8	Metals = 'M', Volatiles = 'OV', Semivolatiles/BNAs = 'OS', Pesticides = 'PEST', Herbicides = 'HERB', Polychlorinated Biphenyls = 'PCB', Explosives = 'EXP', Any petroleum hydrocarbon or fuel = 'TPH', Radionuclide = 'RAD', Miscellaneous = 'MISC', Dioxin/Furans = 'DIOX'
SORT	C	5	Leave this field blank. To be filled in by Tetra Tech NUS, Inc.
EXTR_METH	C	20	Extraction method used. Example: '5035' for SW-846 Method 5035.

Revision 7

LL

08/23/05

DATA FIELD	DATA TYPE	FIELD WIDTH	DATA FIELD DESCRIPTION
ANAL_METH	C	20	Analytical method used to quantitate parameter concentrations as listed in the laboratory technical specification. Example: 8270C for SW-846 Method 8270C.
LAB_RESULT	N	20	Reported value in units specified in the UNITS field containing the proper number of significant digits. Nondetects must be reported as sample quantitation limits (i.e. reporting limits adjusted for sample volume, percent moisture, and dilution factors as appropriate). The % Recovery for matrix spikes, laboratory control samples, and surrogates shall ALSO be placed in this field.
UNITS	C	5	The units of measure as reported on the Form I.
LAB_QUAL	C	2	The laboratory qualifier as reported on the Form I. For example, a 'U' qualifier should be used for all nondetected results.
IDL	N	15 (6)	Instrument detection limit in units specified in the UNITS field.
MDL	N	15 (6)	Method detection limit in units specified in the UNITS field and method specified in the METHOD field.
CRDL_CRQL	N	15 (6)	Contract Required Detection/Quantitation Limit in the units specified in the UNITS field. RDL for non-CLP parameters.
DIL_FACTOR	N	6 (1)	Dilution factor.
PCT_MOIST	N	5 (1)	Percent moisture for soil samples; blank for water samples.
RET_TIME	T	10	Retention time of analyte. Required for TICs. Format requested as HHHH:MI:SS (e.g. 1 day - 1 hr -10 min as 25:10:00)
COMMENTS	C	20	Analytical result qualifier or comment other than that listed in the LAB_QUAL field. Example: 'Reanalysis'.

C = Character string (everything shall be reported in capital letters)

N = Numeric string (decimal places are in parentheses in field width column)

D = Date (Ex: 010/07/04)

T = Time HHHH:MI:SS (e.g. 1 day - 1 hr -10 min as 25:10:00)

APPENDIX D

REQUIRED ANALYTICAL DETECTION LIMITS FOR TARGET COMPOUNDS

APPENDIX D
 REQUIRED ANALYTICAL DETECTION LIMITS FOR TARGET COMPOUNDS
 SITE 5 SOIL
 NAS JRB WILLOW GROVE, PENNSYLVANIA

COMPOUND	REQUIRED DETECTION LIMITS FOR SOIL	PA MSC ⁽¹⁾	REGION 3 SSL ⁽²⁾
VOLATILE ORGANIC COMPOUNDS	(ug/Kg)	(ug/Kg)	(ug/Kg)
Dichlorodifluoromethane	10	1.00E+05	5.49E+02
Chloromethane	10	3.80E+01	4.64E+01
Bromomethane	2.07	5.40E+02	2.07E+00
Vinyl Chloride	0.01	2.70E+01	6.16E-03
Chloroethane	0.96	5.00E+03	9.61E-01
Trichlorofluoromethane	10	---	1.13E+03
1,1,2-Trichloro-1,2,2-trifluoroethane	10	2.60E+07	1.17E+05
Methylene Chloride	0.95	3.80E+01	9.52E-01
Acetone	10	4.10E+04	1.11E+03
Carbon Disulfide	10	1.60E+05	9.50E+02
Methyl Acetate	10	6.90E+05	1.24E+03
1,1-Dichloroethene	10	1.90E+02	1.46E+02
1,1-Dichloroethane	10	6.50E+02	2.55E+02
cis-1,2-Dichloroethene	10	1.60E+03	1.75E+01
trans-1,2-Dichloroethene	10	2.30E+03	3.59E+01
Methyl tert-Butyl Ether	0.59	2.80E+02	5.91E-01
Chloroform	0.05	2.50E+03	4.54E-02
1,2-Dichloroethane	0.05	1.00E+02	5.19E-02
2-Butanone	10	5.40E+04	1.45E+03
1,1,1-Trichloroethane	10	7.20E+03	3.02E+03
Cyclohexane	10	---	---
Carbon Tetrachloride	0.11	2.60E+02	1.07E-01
Bromodichloromethane	0.05	3.40E+03	5.37E-02
1,2-Dichloropropane	0.10	1.10E+02	1.03E-01
cis-1,3-Dichloropropene	10	1.20E+02	---
Trichloroethene	0.01	1.70E+02	1.31E-02
Methylcyclohexane	10	---	---
Dibromochloromethane	0.04	3.20E+03	4.13E-02
1,1,2-Trichloroethane	0.04	1.50E+02	3.89E-02
Benzene	0.09	1.30E+02	9.48E-02
trans-1,3-Dichloropropene	10	1.20E+02	---
Bromoform	3.34	4.40E+03	3.34E+00
Isopropylbenzene	10	7.80E+05	3.22E+03
4-Methyl-2-pentanone	10	2.90E+03	2.94E+03
2-Hexanone	10	---	---
Tetrachloroethene	0.23	4.30E+02	2.33E-01
1,2-Dibromoethane	0.003	1.20E+00	2.99E-03
Toluene	10	4.40E+04	4.39E+02
1,1,2,2-Tetrachloroethane	0.03	9.30E+00	3.39E-02
Chlorobenzene	10	6.10E+03	4.00E+01
Ethylbenzene	10	4.60E+04	7.49E+02
Styrene	10	2.40E+04	2.86E+03
Xylenes (Total)	10	9.90E+05	1.49E+02
1,2-Dibromo-3-chloropropane	0.04	9.20E+00	4.36E-02
1,3-Dichlorobenzene	10	6.10E+04	1.46E+01
1,4-Dichlorobenzene	0.36	1.00E+04	3.57E-01
1,2-Dichlorobenzene	10	5.90E+04	2.28E+02
1,2,4-Trichlorobenzene	10	2.70E+04	1.38E+01

⁽¹⁾ Pennsylvania Statewide Health Standards (MSCs) for Soil-to-Groundwater (November 2001).

⁽²⁾ Region 3 Soil-to-Groundwater Soil Screening Levels (SSLs) (April 2005).

Shaded cells denote the lesser value between the MSCs and the SSLs.