

**For use with: SOP Water Collection and Transportation**

WQ Form No.: 1

Version No.: 2

**1. Water Sampling Data Sheet**

Run #: \_\_\_\_\_  
 Collected by: \_\_\_\_\_  
 Date Collected: \_\_\_\_\_

Media load & date: \_\_\_\_\_ Date/Initiated Analyst: \_\_\_\_\_  
 PBS load/Date: \_\_\_\_\_ Time into air incubator: \_\_\_\_\_  
 Filter Lot: \_\_\_\_\_ Time into water bath: \_\_\_\_\_  
 Funnel Load: \_\_\_\_\_ Read Date/Time/Analyst: \_\_\_\_\_  
 E. coli #3, 100 µL: \_\_\_\_\_ E aerogenes #1, 10 µL: \_\_\_\_\_  
 Start plates: / / / / / / Mid/End plates: / / / / / /

Missed Station	Area Letter	Station #	Military Time	Boat/ Land	Temp °C	Strategy	Condition/ Adversity	Open/ Closed	Salinity ‰	CFU/100 mL	50 mL	5 mL	Comments

**Chain of Custody**

Relinquished by	Date, Time & Temp (°C)	# Samples	Relinquished to	Received by	Date, Time & Temp (°C)	# Samples

## ADVERSITIES

The letter in the **ADVERSITIES** column represents an adverse condition observed at the time the sample was collected (i.e. if it rained any time during the 2 days prior to collecting the sample the condition would be “**P**” (P for precipitation)). If there are 5 or more boats near the station that may adversely affect the water quality, the condition column would read “**B**” for boats.

**B** - Boats: Minimum 5 enclosed boats (i.e., not open skiffs) that might have a head

**F** - Flood: Use **only** during an officially declared statewide flood closure

**H** - Habitation: Seasonal occupation of homes that might have an impact on water quality

**M** - Marinas: Open business with 10 or more enclosed boats in the water

**N** - Nonpoint: Flowing streams, storm water pipes, or overland runoff

**P** - Precipitation: Rain or mixed precipitation (i.e., thunderstorms, rainfall more than a drizzle)

**T** - Thaw: Snow and ice melt

**S** - Sewage Treatment Plant: during treatment plant malfunction or bypass events

**W** - Wildlife: Waterfowl (10 or more), domestic or wild animals (i.e., at the station or in close enough proximity to have a possible impact) - Put details in “**REMARKS**” on front

### Missed Station Field Code

**T**= Tide: tide was too low to sample station

**A**= Access: the station was not accessible due to trespass issues or natural obstructions

**S**= Safety: The station could not be sampled due to safety issues

**I**= Ice: The station was iced over and water was not available

**O**= Other: Please note what the other is in comments for that station

### Chain of Custody

- **Relinquishing person sign and note:**
  - **Date, time and temperature when relinquished**
  - **Number of samples**
  - **Relinquished to: such as “receiving person”, “cooler at drop off”, “Lab Refrig.”**
- **Receiving person must sign and note:**
  - **Date, time and temperature when received**
  - **Number of samples**