

## **B. Data Generation and Acquisition**

### **B.1 Sampling Process Design:**

1. Briefly describe the size of the area, shape, volume, and timeframe that is to be represented by a sample (called the scale of representativeness; see 40 CFR, Part 58, Appendix D) as justification for how sampling sites and duration will be selected. Recommend including meteorological data as part of the justification. Also reference Appendix 2
2. Justify the frequency for sampling activities e.g. continuous or every 3-day or 6-day (see 40 CFR Part 58.12).
3. Indicate how precision will be determined i.e. how many collocated sites.

*Note: See 40 CFR, 58, Appendix A PSD requirements for more information.*

### **B.2 Sampling Methods:**

Briefly describe the sample collection procedures, and what constitutes a sample.

1. List EPA reference or equivalent methods used.  
<http://www.epa.gov/ttn/amtic/criteria.html>
2. May reference facility or consultant SOP for details on:  
Equipment required  
Identification of performance requirements  
Descriptions of corrective actions.
3. List method codes to be used.

### **B.3 Sample Handling and Custody:**

1. Briefly describe conditions that will be necessary for these samples to keep their original condition during sample collection, transportation, and storage.
2. Describe who will maintain the field notebooks and who is responsible for sample custody in the field and sample receipt, custody, and ultimate disposal in the laboratory.  
Note: These are listed for lead, PM10, and PM2.5 or any samples which must be transported to another location for analysis; they are not applicable for continuous monitoring methods.

### **B.4 Analytical Methods:**

Briefly describe analytical methods to be used along with validation information. Reference Facility or Consultant SOP for details on Analytical Methods Requirements, including specific section and subsection locations.

**B.5 Quality Control:**

*List action levels and corrective action for the following checks:*

1. *Zero*
2. *Span*
3. *Flow*
4. *Meteorological instrument checks*

Reference Facility or Consultant SOP for description on Quality Control procedures including specific section and subsection locations.

**B.6 Instrument/Equipment Testing, Inspection, Maintenance, and Calibration:**

*Must list primary equipment that will be used during the project that should be inspected or tested routinely.*

Reference Facility or Consultant SOP for details on Instrument/Equipment Maintenance and Calibration Requirements.

**B.7 Inspection/Acceptance of Supplies and Consumables:**

*List collection filters and calibration gasses.*

Reference Facility or Consultant SOP for details on Inspection/Acceptance Requirements for Supplies and Consumables.

**B.8 Data Management:**

1. *Describe data management scheme from field to final use and storage.*
2. *Discuss standard record keeping, types of electronic documents, type of data logger and data backup.*

Reference Facility or Consultant SOP for details on Data Management.