

Annex A - Air

1	Upon arrival at Field Team Center, receive a status briefing from team leader and review this SOP to familiarize yourself with what might be required. Clarify any questions with Team Leader or Field Team Center Coordinator before departing on sampling assignments. Verify communications, radio channels, cell phone numbers, FTC number, etc.
2	Receive sampling assignment(s) from Team Leader.

IF	THEN
Assignments are outside of the Restricted Zone	Proceed with Item #3 of checklist
Assignments include locations inside Restricted Zone	<p>If needed, request assistance from Team Leader or Field Team Center staff in plotting routes to assigned locations.</p> <p>Request briefing on dosimetry and use of any protective gear issued.</p> <p>Request any information on stay time restrictions.</p> <p>Request monitoring station location.</p> <p>Review sampling techniques, procedures, requirements, and locations with assigned escort.</p> <p>Follow the escorts instructions regarding cross-contamination and exposure control measures.</p>

3	Inventory sampling kit using Attachment 1. Obtain any missing items from Field Team Center.
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IF	THEN
Team Leader advises that samples are to be split (processed at different labs to verify accuracy).	<p>Make two complete collections at assigned sample site per normal procedures.</p> <p>Indicate this information on both data sample sheets and containers.</p>

Prior to Traveling to the Sample Site

4	Label all containers with as much information as possible.
5	Fill out the Sample Laboratory Data Sheet with as much information as possible and have the sampler sign the chain of custody section.
6	Ensure the vehicle has adequate fuel, paper liner on floorboards and cargo area, trash box with liner or trash bag with duct tape, sample transport container, receptacle for reusable equipment (for decon), maps, and communication equipment.
7	Turn on GPS unit and Survey Meter
8	Verify calibration on air sampler and perform operation check by placing clean filter in front ring, clean cartridge into holder and installing holder onto sampler. Connect sampler to 12 volt battery and turn on sampler. Ensure flow rate tube shows steady flow.
9	Place the following items into backpack or equipment caddy: H-809-C Air Sampler, Silver Zeolite Cartridge, Filter Paper, 9x12 plastic bags, pen, markers, disposable wipes, sampling instructions, and Sample and Laboratory Data Sheet.
10	Don PPE (Tyvek, Boot covers, and Gloves).

Upon Arrival to Sample Site

10	Radio Field Team Center of arrival and explain purpose of sampling to the property owner (if appropriate) while verifying the exact address for the Sample and Laboratory Data Sheet. Conduct an area survey taking note of background readings in the margin of the Sample and Laboratory Data Sheet.
11	Don respiratory equipment, if advised by Field Team Center.
12	Utilized lined trash box or prepare a garbage bag to receive waste by taping it in place on an easily accessible area in the work vehicle.
13	Select sample location away from potential sources of contamination and prepare to take sample by marking outside of particulate filter with sample point number. Mark silver zeolite cartridge with sample point number and insert sample cartridge (flow arrow in) into the holder.
14	Use the survey meter to take a radiation reading at a height of one (1) meter above (or away from) the sample area. Record the reading on Sample Data Sheet as Field 1 Meter Reading.
15	Position the sampler so the air intake is not close to potentially contaminated surface and take care to protect the filter paper from rain, snow, etc.
16	Connect the air sampler to 12-volt battery and turn on sampler. Record the start time on Sample and Laboratory Data sheet and read the flow rate. Calculate sample time using flow rate to obtain 10 cu. Ft. sample (round down to the nearest 1/2 cu. Ft flow rate). Stop after elapsed time and record finishing time.
17	Use the survey meter to take radiation reading at a maximum of 3-5cm from removed filter paper. Do not make contact with sample container. Record reading on Sample Data Sheet as Sample Contact Reading.
18	Complete label info on bag and bag filter paper. Separately bag cartridge with label
19	Complete the sample submission sheet recording time, GPS latitude, and longitude.
20	Place the sample sheet and bagged samples (cartridge, filter) into second resealable bag and seal. Ensure all information on sample sheet is visible.
21	Disconnect sampler from power supply and return equipment to vehicle.
22	Place used paper towels and previously removed glove(s) into small trash bag

Returning to Vehicle

23	Secure samples in transport container (cooler).
24	Place reusable equipment, if any, in decon container for decontamination.
25	Place continuous use equipment (survey meter, backpack, etc.) in equipment container.
26	Place disposable equipment in waste container.
27	Remove one layer of gloves and place in waste container.
28	Contact Field Team Center to update status of Field Sampling Team and proceed to next sample point as previously instructed.

**Annex A - Air
Sampling Equipment Inventory Sheet**

This list covers all items needed for soil samples. You may need to obtain additional equipment for other types of samples (i.e. Leafy Vegetation, Water, etc.)

Equipment Caddy
Backpack
Protective Gloves
Boot Covers
Tyvek
(2) 9"x12" Resealable Bags
Masking Tape
Tweezers
Disposable Wipes
H-809-C Air Sampler
(4) Silver Zeolite Cartridges
(2) Charcoal Cartridges
Filter Paper for Air Sampler
(2) Permanent Markers
Paper Towels
Clipboard
Sampling Instructions
Sample and Laboratory Data Sheet
Ink Pen
Survey Meter
GPS Unit (wrap in plastic)
Hand Held Radio (wrap in plastic)
Utility belt (Optional)
Small Trash Bag
Knife

Note: Split samples will require filter paper, silver zeolite, and Sample and Laboratory Data Sheet. If assignment exceeds four samples, obtain additional supplies from Field Team Center.

(Items such as coolers and ice for perishable samples and protective clothing/dosimetry/respirators for sampling within the Restricted Zone would be provided by the Field Team Center.)

Annex A - Air
Instructions for Completing Sample and Laboratory Data Sheet

Plant - Beaver Valley Power Station

Sector - Leave Blank if Unknown

Distance - Leave Blank if Unknown

Date Collected - MM/DD/YYYY (ex. 06/31/2010)

Mil Time - Use 24 hour clock

Code - See the key on sheet (ex. "CC" for Cartridge or "FP" for Filter Paper)

Agency Log No. - Given by Field Team Center for tracking

Street - Leave Blank if Unknown

GPS Latitude - Enter Direction and Degrees-Minutes Decimal

GPS Longitude - Enter Direction and Degrees-Minutes Decimal

Collected by - Enter Your Name and agency

Sampling Info - Fill out info for Vegetation sample under other (Comment any irregularities)

Field 1 Meter Reading - Reading obtained in Step 14 before sample

Field Contact Reading - Reading obtained in Step 15 before sample

Sample Contact Reading - Reading obtained in Step 17 after sample

Duplicate/Split # - Enter split or duplicate number if applicable

Chain of Custody - Print name, sign, date and time