**QAPP Worksheet #18: Sampling Locations and Methods**

**(UFP-QAPP Manual Section 3.1.1 and 3.1.2)**

**(EPA 2106-G-05 Section 2.3.1 and 2.3.2)**

The primary value of this worksheet is as a completeness check for field personnel and auditors/assessors. It facilitates checks to make sure all planned samples have been collected and appropriate methods have been used. Ideally, this worksheet should list each individual sample that is planned to be collected, including field QC samples. Samples with common entries may be grouped but field QC samples and samples that are unique must be listed separately. If a sample is being collected in increments, use only one line to identify the sample as it will be analyzed; there is no need to list the increments separately. (If the increments are placed in separate containers to be combined in the laboratory, then each container must be labeled.) If a project involves the collection of a large number of samples, however, it may be acceptable to list groups of similar samples on a single row. Detailed sampling SOPs must be available to field personnel and should be included as an appendix to the QAPP and referenced in this worksheet. The comments field can be used as a reminder to note any special sample handling required in the field and/or GPS coordinates. A map with locations marked should be included. Use additional worksheets as necessary.

| Sample ID | Matrix[[1]](#footnote-1) | Depth (ft BGS) | Type | Analyte/  Analytical Group | Sampling SOP | Comments |
| --- | --- | --- | --- | --- | --- | --- |
| CHS-S-VOC-001 | S | 0-2 | Hand auger | VOCs | TECH-025 | GPS coordinates: 123 x 456 |
| CHS-S-VOC-001D | S | 0-2 | Field Duplicate | VOCs | “ |  |
| CHS-S-VOC-002 | S | 6-8 | Hand auger | VOCs | “ |  |
| CHS-S-VOC-002MS/MSD | S | 6-8 | MS/MSD | VOCs | “ |  |
| CHS-S-MET-001 | S | 2-4 | Hand auger | RCRA Metals | TECH-033 |  |
| CHS-S-MET-001D | S | 2-4 | Field Duplicate | RCRA Metals | “ |  |
| CHS-PCB-001 thru 009 | S | 0-2 | Hand auger | PCB’s | TECH-026 | Use disposable equipment only |

1. Key: SS = surface soil, S = soil, SD = sediment, GW = groundwater, SW = surface water [↑](#footnote-ref-1)