

~~The Rocky Flats Plant~~  
**ROCKY FLATS PLANT  
EMD OPERATING  
PROCEDURES MANUAL**

**Manual No.: 5-21000-OPS-FO**  
**Procedure No.: Table of Contents, Rev 34**  
**Page: 1 of 3**  
**Effective Date: 11/03/92**  
**Organization: Environmental Management**

**THIS IS ONE VOLUME OF A SIX VOLUME SET WHICH INCLUDES:**

**VOLUME I: FIELD OPERATIONS (FO)**  
**VOLUME II: GROUNDWATER (GW)**  
**VOLUME III: GEOTECHNICAL (GT)**  
**VOLUME IV: SURFACE WATER (SW)**  
**VOLUME V: ECOLOGY (EE)**  
**VOLUME VI: AIR (AP)**

**TABLE OF CONTENTS  
FOR VOLUME I: FIELD OPERATIONS**

<b>Procedure No.</b>	<b>Title</b>	<b>Rev. No.</b>	<b>Effective Date</b>
FO.01	Air Monitoring and Dust Control	2	05/12/92
FO.02	Transmittal of Field QA Records	3	05/22/92
FO.03	General Equipment Decontamination	2	05/12/92
DCN 92.01	Clarification of Decontamination	2	07/21/92
FO.04	Heavy Equipment Decontamination	2	05/12/92
DCN 92.01	Expired	1	04/30/92
DCN 92.02	Expired	1	06/12/92
DCN 92.03	Consistency Change	1	09/18/92
FO.05	Handling of Purge and Development Water	2	05/12/92
FO.06	Handling of Personal Protective Equipment	2	05/12/92
DCN 92.01	Monitoring Change	2	09/18/92
FO.07	Handling of Decontamination Water and Wash Water	2	05/12/92
DCN 92.01	Consistency Change	2	09/18/92

**DOCUMENT CLASSIFICATION REVIEW WAIVER  
PER R.B. HOFFMAN, CLASSIFICATION OFFICE  
JUNE 11, 1991**

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<b><u>Procedure No.</u></b>	<b><u>Title</u></b>	<b><u>Rev. No.</u></b>	<b><u>Effective Date</u></b>
FO.08	Handling of Drilling Fluids and Cuttings	2	05/12/92
DCN 92.04	Clarification of Drill Cuttings	2	06/04/92
DCN 92.05	Handling of Drilling Fluids and Cuttings	2	09/02/92
DCN 92.06	Clarification of Responsibility	2	09/09/92
DCN 92.07	Elimination of Drilling Requirements on Earthen Dams	2	09/10/92
DCN 92.08	Consistency Change	2	09/18/92
DCN 92.09	Clarification of Augering Technique for OU-6	2	10/28/92
FO.09	Handling of Residual Samples	2	05/12/92
FO.10	Receiving, Labeling, and Handling Environmental Materials Containers	2	05/12/92
DCN 92.03	Clarification on Drums	2	06/12/92
DCN 92.04	Decrease in Weekly Inspections of Gray Drums	2	11/18/92
DCN 92.05	Requirement Reduction	2	09/16/92
DCN 92.06	Improve Accountability	2	10/15/92
DCN 92.07	Change Drum Inspection Period	2	10/22/92
FO.11	Field Communications	2	05/12/92
FO.12	Decontamination Facility Operations	2	05/12/92
FO.13	Containerization, Preserving, Handling and Shipping of Soil and Water Samples	2	05/12/92
DCN 92.01	Chain of Custody	2	07/27/92

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<b><u>Procedure No.</u></b>	<b><u>Title</u></b>	<b><u>Rev. No.</u></b>	<b><u>Effective Date</u></b>
FO.14	Field Data Management	2	05/12/92
DCN 92.01	Update Bottle Codes and Lab Codes to Current Status	2	06/30/92
DCN 92.02	Clarification of Biological Locations	2	07/08/92
DCN 92.03	Changes in Procedures	2	07/08/92
DCN 92.04	Update Bottle and Lab Codes	2	07/21/92
DCN 92.05	Update QA/QC Code List	2	09/28/92
DCN 92.06	Clarify Description	2	09/28/92
DCN 92.07	Update Bottle Code List	2	09/28/92
DCN 92.08	Add Sub-Contractor Abbreviations	2	10/14/92
DCN 92.09	Major Form Revision	2	11/03/92
FO.15	Photoionization Detectors (PIDs) and Flame Ionization Detectors (FIDs)	2	05/12/92
FO.16	Field Radiological Measurements	2	05/12/92
DCN 92.04	Expired	1	09/22/92
FO.17	Determining Out-Of-Specification Analytical Results for Environmental Samples		To Be Added
FO.18	Environmental Sample Radioactivity Content Screening	1	05/12/92
FO.19	Base Laboratory Work	2	05/12/92

This is a **ENVIRONMENTAL MANAGEMENT DOCUMENT CHANGE NOTICE (DCN)**

EG&G - ROCKY FLATS PLANT  
ENVIRONMENTAL MANAGEMENT

This is a RED Stamp

Procedure Number 5-21000-OPS- FO.14 REV.2

Page 1 of 1

Title	FIELD DATA MANAGEMENT	Date	10/2/92	DCN Number	5-21000-OPS- 9209
Expires	<del>Upon Incorporation</del> 10/2/93	Procedure Revision Required	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	SRP	
Scope Limitation	None				

Item Number	Page	Step or Paragraph	Changes (Use DCN CONTINUATION SHEET for Additional Space)
1	end of FO.14	FORM FO.14B	Remove existing FO.14B and replace with the new attached FO.14B
2	end of FO.14	FORM FO.14C	Remove existing FO.14C and replace with the new attached FO.14C
3	end of FO.14	FORM FO.14D	Remove existing FO.14D and replace with the new attached FO.14D
4	end of FO.14	FORM FO.14E	Remove existing FO.14E and replace with the new attached FO.14E
5	end of FO.14	FORM FO.14F	Remove existing FO.14F and replace with the new attached FO.14F
6	end of FO.14	FORM FO.14I	Remove existing FO.14I and replace with the new attached FO.14I
7	end of FO.14	FORM FO.14J	Remove existing FO.14J and replace with the new attached FO.14J
8	end of FO.14	FORM FO.14K	Remove existing FO.14K and replace with the new attached FO.14K

Justification (Reason for Change – Provide Numbers To Reference Corresponding Items Above)

All above forms must be replaced in FO.14 to eliminate redundant information, and to match the input screen for Datacap Version 1.10

Concurrence	Organization	Req	Date	Concurrence	Organization	Req	Date
<i>[Signature]</i>	QAPM	X	10/3/92	<i>[Signature]</i>	User	X	10-2-92
<i>[Signature]</i>	EOM	X	10-2-92				
Approval of Responsible Manager			Date	Is Posting Req'd?	If Yes, By What Date?	Date Posted	
<i>[Signature]</i>			10-2-92	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Upon Receipt		

Sample Collection Form			
Project Number :		Contractor:	
Sample Number :		Type : GW	
Station Code :		Field Disposition :	
Collection Date :		Quarter :	
Time :			
Purpose :			
QC Type :			
QC Partner :			
Volume Collected :		Units :	
Collection Technique:			
Sample Team Leader :			
Member :			
Member :			
Prepared by:			

Ground Water Sample Results Form			
Purge Volume:	Units :		
Purge Rate :	Units :		
Purging Method:	Depth to Water		FT
Field Analytical Parameters			
Specific Conductance:	pH :		
Sample Temperature:	Color :		
Dissolved Oxygen :	Odor :		
Headspace Reading :	Turbidity:		NTU
Total Alkalinity:	Nitrate :		MG/L
	Nitrite :		MG/L
Comments:			

Sample Collection Form	
Project Number :	
Sample Number :	Type : SS
Contractor :	
Station Code :	
Collection Date :	Quarter: Disposition:
Collection Time :	Purpose:
Sample Location :	
Composite :	(Y/N)
Composite Desc :	
QC Type :	Partner:
Collection Method :	
Sample Team Leader :	
Member :	
Member :	
Volume Collected :	Units:
Prepared By :	

Surface Soil Sample Form		
Depth of Take	Start	End
	in	
Headspace Reading		
Comments		

Sample Collection Form	
Project Number :	
Sample Number :	Type : SD
Contractor :	
Station Code :	
Collection Date :	Quarter: Disposition:
Collection Time :	Purpose:
Sample Location :	
Composite :	(Y/N)
Composite Desc :	
QC Type :	Partner:
Collection Method :	
Sample Team Leader :	
Member :	
Member :	
Volume Collected :	Units:
Prepared By :	

Sediment Sample Form	
Depth of Water	FT
Depth of Take	INCHES
Comments:	



Sample Collection Form																						
Project Number :																						
Sample Number :	Type : SW																					
Contractor :																						
Station Code :																						
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">Collection Date :</td> <td style="width: 30%;">Quarter:</td> <td style="width: 40%;">Disposition:</td> </tr> <tr> <td>Collection Time :</td> <td>Purpose:</td> <td></td> </tr> <tr> <td>Sample Location :</td> <td></td> <td></td> </tr> <tr> <td>Composite :</td> <td>(Y/N)</td> <td></td> </tr> <tr> <td>Composite Desc :</td> <td></td> <td></td> </tr> <tr> <td>QC Type :</td> <td>Partner:</td> <td></td> </tr> <tr> <td>Collection Method :</td> <td></td> <td></td> </tr> </table>		Collection Date :	Quarter:	Disposition:	Collection Time :	Purpose:		Sample Location :			Composite :	(Y/N)		Composite Desc :			QC Type :	Partner:		Collection Method :		
Collection Date :	Quarter:	Disposition:																				
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Collection Method :																						
Sample Team Leader :																						
Member :																						
Member :																						
Volume Collected :	Units:																					
Prepared By :																						

Surface Water Form																									
Depth:																									
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">Water Body Type:</td> <td></td> </tr> <tr> <td>Flow Rate:</td> <td style="text-align: right;">Flow Rate Method:</td> </tr> <tr> <td>Stream Width:</td> <td style="text-align: right;">Total Depth:</td> </tr> </table>		Water Body Type:		Flow Rate:	Flow Rate Method:	Stream Width:	Total Depth:																		
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Stream Width:	Total Depth:																								
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Total Alkalinity :	MG/L	End Point #2 :																							
Specific Conductance:		End Point #3 :																							
Comments :																									

Sample Collection Form	
Project Number :	
Sample Number :	Type : PT
Contractor :	
Station Code :	
Collection Date :	Quarter: Disposition:
Collection Time :	Purpose:
Sample Location :	
Composite : (Y/N)	
Composite Desc :	
QC Type :	Partner:
Collection Method :	
Sample Team Leader :	
Member :	
Member :	
Volume Collected :	Units:
Prepared By :	

Pit and Trench Form

Depth of Take	
Start	End
FT	FT

Comments:

BIOLOGICAL SAMPLING DATA

Project number:  
Sample number:

Sample type: BI

Location code:

Collection date:

Time:

Location description:

Subcontractor name:

QA/QC Code:

Quarter:

Sample sub-type:

<A>quatic or <T>errestrial:

Water depth and units:

Sample depth and units:

Notebook #:

Page #:

Tissue Type:

Sample weight and units:

Transect/plot # or trap #:

Replicate #:

Sampling method:

Habitat type code:

Sample purpose:

Comments:

Sample crew leader:  
crew member:  
crew member:

Prepared by:

Sample Tracking Form														
<table border="1"><tr><td>Project Number:</td><td></td><td>Sample Type :</td></tr><tr><td>Sample Number:</td><td></td><td>Location Code:</td></tr><tr><td>Bottle ID:</td><td></td><td>Lab ID:</td></tr><tr><td>Parameter:</td><td></td><td></td></tr></table>			Project Number:		Sample Type :	Sample Number:		Location Code:	Bottle ID:		Lab ID:	Parameter:		
Project Number:		Sample Type :												
Sample Number:		Location Code:												
Bottle ID:		Lab ID:												
Parameter:														
Disposition :		QA/QC Code :												
Volume and Units :		Number of Bottles :												
Chain of custody :		Charge Number :												
Preservative :		Field Filtered :												
Container type :														
Comments :														
Sampler Lead :														
Init Date	Final Date	Ship Date												
-----	-----	-----												
<input type="text"/>	<input type="text"/>	<input type="text"/>												