

1. CONTACT INFORMATION:

Name*:

Organization*:

Phone Number*:

Email*:

2. QUALITY ASSURANCE PLAN AND SAMPLE AND ANALYSIS PLAN:

Has your organization previously submitted a Quality Assurance Plan (QAP) or Sample and Analysis Plan (SAP) to ADEQ?*

Yes, see 2a

No, see 2b

2a. If "Yes," has it been revised?*

Yes, please submit revised QAP/SAP with data

No

2b. If "No," does a QAP/SAP exist for the data collected?*

Yes, please submit QAP/SAP with data

No, data submitted without a QAP/SAP may result in limited use by ADEQ

2c. Were data collected following the methods and procedures outlined in the QAP/SAP?*

Yes

No

Comments:

3. REQUIRED FIELDS

Were the following required fields submitted (if applicable)?*

Yes

No

Comments:

Field	Required if	Comments
Site ID	Always	Unique site identifier. All site IDs and locational information is required in the sample plan.
Reporting Agency	Always	The organization that is reporting the data. Generally the agency that paid for the data.
Collecting Agency	if different from reporting agency	The organization collecting the water quality sample.
Sample Type 1 (F/G)	Always	F = field/in-situ measurement or G = grab sample
Sample Type 2 (R/D)	Always	R = sample-routine, D = QC sample-duplicate
Date Sampled	Always	

ADEQ CREDIBLE DATA CHECKLIST

Field	Required if	Comments
Time Sampled	Always	May use default time of "0:00"
Depth (if lake)	Lake	In meters
Parameter Name	Always	Water media type is assumed for all parameters unless indicated otherwise.
Analysis Type (D/T/S)	Lab	D = dissolved, T = total, S = suspended
Lab Name (if lab)	Lab	
Lab ID	Lab	Provide lab identification number
Method	Always	May use "Field" method for field measurements
Result	Always	Field required but can be blank if lab notation is not null
Result Unit	Always	Field required but can be blank if lab notation is not null
Lab Notation	Always	ND = non detect, GT = greater than, LT = less than
Reporting Limit	Not field measurement or Lab Notation is reported	
Reporting Limit Unit	Reporting Limit is reported	
Result Comment	Qualifier is reported	Result-specific comment or qualifier (500 character limit)

4. LABORATORY INFORMATION

Lab Name(s)*:

ADHS Certification number(s):

Comments: