

District I
1625 N. French Dr., Hobbs, NM 88240
District II
1301 W. Grand Avenue, Artesia, NM 88210
District III
1000 Rio Brazos Road, Aztec, NM 87410
District IV
1220 S. St. Francis Dr., Santa Fe, NM 87505

State of New Mexico
Energy Minerals and Natural Resources

Oil Conservation Division
1220 South St. Francis Dr.
Santa Fe, NM 87505

OIL CONS. DIV DIST. 3

OCT 13 2015 Form C-141
Revised August 8, 2011

Submit 1 Copy to appropriate District Office to
accordance with 19.15.29 NMAC.

Release Notification and Corrective Action

OPERATOR

☐ Initial Report ☒ Final Report

Name of Company	Burlington Resources Oil & Gas Co.	Contact	Lindsay Dumas
Address	3401 East 30 th St, Farmington, NM	Telephone No.	(505) 258-1643
Facility Name	Hubbard 2A	Facility Type	Gas

Surface Owner State	Mineral Owner State	API No.	30-045-22870
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LOCATION OF RELEASE

Unit Letter	Section	Township	Range	Feet from the	North/South Line	Feet from the	East/West Line	County
O	11	32N	12W	910'	FSL	1840'	FEL	San Juan

Latitude 36.99605 Longitude -108.06143

NATURE OF RELEASE

Type of Release	Produced Water	Volume of Release	Unknown	Volume Recovered	0
Source of Release	BGT	Date and Hour of Occurrence	Unknown	Date and Hour of Discovery	6/23/2015
Was Immediate Notice Given?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Not Required	If YES, To Whom?	Cory Smith		
By Whom?	Crystal Tafoya	Date and Hour			
Was a Watercourse Reached?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	If YES, Volume Impacting the Watercourse.			

If a Watercourse was Impacted, Describe Fully.*

Describe Cause of Problem and Remedial Action Taken.*

Describe Area Affected and Cleanup Action Taken.*

NMOCD action levels for BGT closures are specified in New Mexico Administrative Code (NMAC) 19.15.17.13E. Field TPH concentrations in SC-1 were below the NMOCD action level of 100 mg/kg, with a concentration reported at 24.6 mg/kg. Benzene and total BTEX concentrations were below the NMOCD action levels of 0.2 mg/kg and 50 mg/kg, respectively. In contrast, chloride concentrations in SC-1 exceeded the NMOCD action level of 250 mg/kg with 1,200 mg/kg. As per Cory Smith of the NMOCD, due to no risk to groundwater or surface impact, no further work is recommended for the Hubbard 2A.

I hereby certify that the information given above is true and complete to the best of my knowledge and understand that pursuant to NMOCD rules and regulations all operators are required to report and/or file certain release notifications and perform corrective actions for releases which may endanger public health or the environment. The acceptance of a C-141 report by the NMOCD marked as "Final Report" does not relieve the operator of liability should their operations have failed to adequately investigate and remediate contamination that pose a threat to ground water, surface water, human health or the environment. In addition, NMOCD acceptance of a C-141 report does not relieve the operator of responsibility for compliance with any other federal, state, or local laws and/or regulations.

Signature: <u>Lindsay Dumas</u>	OIL CONSERVATION DIVISION	
Printed Name: Lindsay Dumas	Approved by Environmental Specialist: <u>[Signature]</u>	
Title: Field Environmental Specialist	Approval Date: <u>12/1/2015</u>	Expiration Date:
E-mail Address: Lindsay.Dumas@conocophillips.com	Conditions of Approval:	Attached <input type="checkbox"/>
Date: 10/8/2015	Phone: (505) 258-1643	

* Attach Additional Sheets If Necessary

NCS1533528324



July 23, 2015

Crystal Walker
ConocoPhillips
San Juan Business Unit
(505) 326-9837

Via electronic mail to: SJBUE-Team@ConocoPhillips.com

**RE: Below Grade Tank Closure Report
Hubbard 2A
San Juan County, New Mexico**

Dear Ms. Walker:

Animas Environmental Services, LLC (AES) is pleased to provide the final report associated with the below grade tank (BGT) closure at ConocoPhillips (COPC) Hubbard 2A, located in San Juan County, New Mexico. Tank removal was completed by COPC contractors while AES was on site.

1.0 Site Information

1.1 Location

Site Name – Hubbard 2A

Legal Description – SW¼ SE¼, Section 11, T32N, R12W, San Juan County, New Mexico

Well Latitude/Longitude – N36.99608 and W108.06208, respectively

BGT Latitude/Longitude – N36.99609 and W108.06176, respectively

Land Jurisdiction – Private

Figure 1. Topographic Site Location Map

Figure 2. Aerial Site Map, June 2015

1.2 NMOCD Ranking

In accordance with the New Mexico Oil Conservation Division (NMOCD) *Guidelines for Remediation of Leaks, Spills, and Releases* (August 1993), the location was given a ranking score of 20 based on the following factors:

604 W. Piñon St.
Farmington, NM 87401
505-564-2281

1911 Main, Ste 280
Durango, CO 81301
970-403-3084

- **Depth to Groundwater:** Based on elevation, topographic interpretation and visual reconnaissance, depth to groundwater is interpreted to be 50 to 100 feet below ground surface (bgs). (10 points)
- **Wellhead Protection Area:** The tank location is not within a wellhead protection area. (0 points)
- **Distance to Surface Water Body:** Unnamed washes which discharge to McDermott Arroyo and ultimately to the La Plata River are located approximately 225 feet south and 435 feet north of the location. (10 points)

1.3 BGT Closure Assessment

AES was initially contacted by Crystal Walker of COPC on June 16, 2015, and on June 23, 2015, Corwin Lameman of AES mobilized to the location. AES personnel collected one five-point soil sample composited from four perimeter samples and one center sample of the BGT footprint from below the BGT liner.

2.0 Soil Sampling

On June 23, 2015, AES personnel conducted field sampling and collected one 5-point composite (SC-1) from below the BGT. Soil was collected from approximately 0.5 feet below the former BGT. Soil sample SC-1 was field screened for volatile organic compounds (VOCs), total petroleum hydrocarbon (TPH), and chloride, and was submitted for confirmation laboratory analysis. Soil sample locations are included on Figure 2.

2.1 Field Sampling

2.1.1 Volatile Organic Compounds

A portion of SC-1 was utilized for field screening of VOC vapors with a photo-ionization detector (PID) organic vapor meter (OVM). Before beginning field screening, the PID-OVM was first calibrated with 100 parts per million (ppm) isobutylene gas.

2.1.2 Total Petroleum Hydrocarbons

Soil sample SC-1 was also analyzed in the field for TPH per U.S. Environmental Protection Agency (USEPA) Method 418.1 using a Buck Scientific Model HC-404 Total Hydrocarbon Analyzer Infrared Spectrometer (Buck). A 3-point calibration was completed prior to conducting soil analyses. Field analytical protocol followed AES's *Standard Operating Procedure: Field Analysis Total Petroleum Hydrocarbons per EPA Method 418.1*.

2.1.3 Chlorides

Soil sample SC-1 was field screened for chlorides using Chloride Drop Count Titration with silver nitrate. Sampling and analysis methods followed procedures provided by Hach Company.

2.2 Laboratory Analyses

The composite soil sample SC-1 collected for laboratory analysis was placed into a new, clean, laboratory-supplied container, which was then labeled, placed on ice, and logged onto a sample chain of custody record. The sample was maintained on ice until delivery to the analytical laboratory, Hall Environmental Analysis Laboratory (Hall), in Albuquerque, New Mexico. Soil sample SC-1 was laboratory analyzed for:

- Benzene, toluene, ethylbenzene, and xylene (BTEX) per USEPA Method 8021B;
- TPH per USEPA Method 418.1; and
- Chloride per USEPA Method 300.0.

2.3 Field and Laboratory Analytical Results

Field screening readings for VOCs via OVM were measured at 0.0 ppm in SC-1. Field TPH concentrations were reported at 24.6 mg/kg. The field chloride concentration was 240 mg/kg. Field sampling results are summarized in Table 1 and presented on Figure 2. The AES Field Sampling Report is attached.

Table 1. Soil Sampling VOCs, TPH, and Chloride Results
Hubbard 2A BGT Closure, June 2015

<i>Sample ID</i>	<i>Date Sampled</i>	<i>Depth below BGT (ft)</i>	<i>VOCs OVM Reading (ppm)</i>	<i>Field TPH (mg/kg)</i>	<i>Field Chlorides (mg/kg)</i>
NMOCD Action Level (NMAC 19.15.17.13E)			--	100	250
SC-1	6/23/15	0.5	0.0	24.6	240

Laboratory analytical results reported benzene and total BTEX concentrations in SC-1 as less than 0.048 mg/kg and 0.241 mg/kg, respectively. TPH concentrations were reported at less than 20 mg/kg. The laboratory chloride concentration was reported at 1,200 mg/kg. Laboratory analytical results are summarized in Table 2 and included on Figure 2. The laboratory analytical report is attached.

Table 2. Soil Laboratory Analytical Results
Hubbard 2A BGT Closure, June 2015

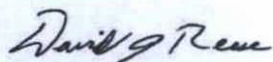
Sample ID	Date Sampled	Depth (ft)	Benzene (mg/kg)	Total BTEX (mg/kg)	TPH (mg/kg)	Chlorides (mg/kg)
NMOCD Action Level (NMAC 19.15.17.13E)			0.2	50	100	250
SC-1	6/23/15	0.5	<0.048	<0.241	<20	1,200

3.0 Conclusions and Recommendations

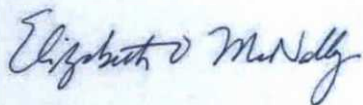
NMOCD action levels for BGT closures are specified in New Mexico Administrative Code (NMAC) 19.15.17.13E. Field TPH concentrations in SC-1 were below the NMOCD action level of 100 mg/kg, with a concentration reported at 24.6 mg/kg. Benzene and total BTEX concentrations were below the NMOCD action levels of 0.2 mg/kg and 50 mg/kg, respectively. In contrast, chloride concentrations in SC-1 exceeded the NMOCD action level of 250 mg/kg with 1,200 mg/kg. As per Cory Smith of the NMOCD, due to no risk to groundwater or surface impact, no further work is recommended for the Hubbard 2A.

If you have any questions about this report or site conditions, please do not hesitate to contact Emilee Skyles at (505) 564-2281.

Sincerely,



David J. Reese
Environmental Scientist



Elizabeth McNally, P.E.

Attachments:

- Figure 1. Topographic Site Location Map
- Figure 2. Aerial Site Map, June 2015
- AES Field Sampling Report 062315
- Hall Analytical Report 1506B16

SVRMAIN2\Shared\Animas 2000\Dropbox (Animas Environmental)\0000 Animas Server Dropbox
EM\2015 Projects\ConocoPhillips\Hubbard 2A\Hubbard 2A BGT Closure Report 072315.docx



 <p>AES Animas Environmental Services, LLC</p>	DRAWN BY: S. Glasses	DATE DRAWN: June 25, 2015	<p>FIGURE 1</p> <p>TOPOGRAPHIC SITE LOCATION MAP ConocoPhillips HUBBARD 2A SW¼ SE¼, SECTION 11, T32N, R12W SAN JUAN COUNTY, NEW MEXICO N36.99608, W108.06208</p>
	REVISIONS BY: C. Lameman	DATE REVISED: June 25, 2015	
	CHECKED BY: E. Skyles	DATE CHECKED: June 25, 2015	
	APPROVED BY: E. McNally	DATE APPROVED: June 25, 2015	

LEGEND

● SAMPLE LOCATIONS

Field Sampling Results

Sample ID	Date	Depth (ft)	OVM-PID (ppm)	TPH (mg/kg)	Chlorides (mg/kg)
NMOCD ACTION LEVEL			--	100	250
SC-1	6/23/15	0.5	0.0	24.6	240

SC-1 IS A 5-POINT COMPOSITE SAMPLE.

Laboratory Analytical Results

Sample ID	Date	Depth (ft)	Benzene (mg/kg)	Total BTEX (mg/kg)	TPH (mg/kg)	Chlorides (mg/kg)
NMOCD ACTION LEVEL			0.2	50	100	250
SC-1	6/23/15	0.5	<0.048	<0.241	<20	1,200

SAMPLE WAS ANALYZED PER USEPA METHOD 8021B, 418.1 AND 300.0.

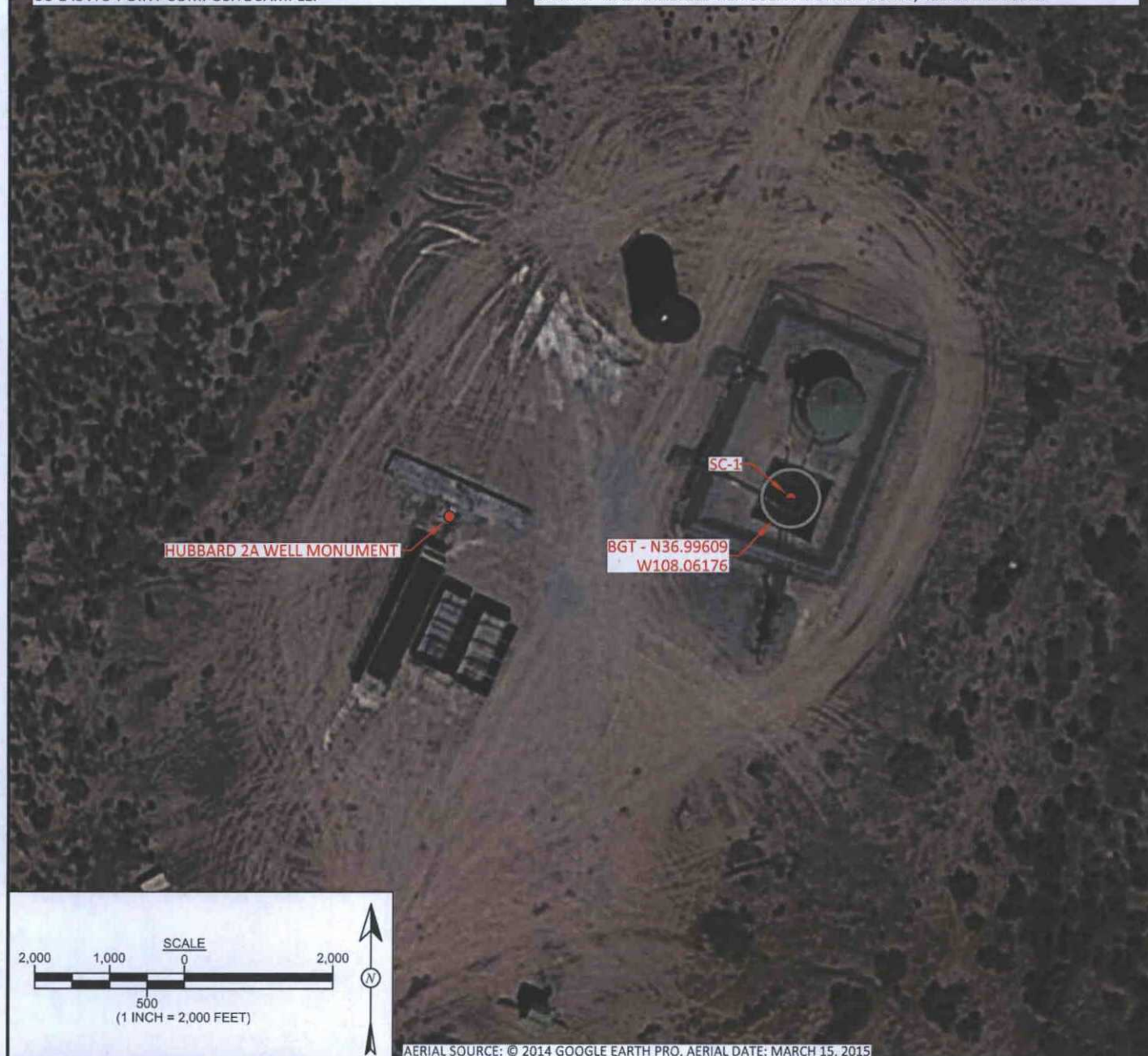


FIGURE 2

AERIAL SITE MAP
BELOW GRADE TANK CLOSURE
JUNE 2015
ConocoPhillips
HUBBARD 2A
SW¼ SE¼, SECTION 11, T32N, R12W
SAN JUAN COUNTY, NEW MEXICO
N36.99608, W108.06208

DRAWN BY:
S. Glasses

DATE DRAWN:
June 25, 2015

REVISIONS BY:
C. Lameman

DATE REVISED:
June 25, 2015

CHECKED BY:
E. Skyles

DATE CHECKED:
June 25, 2015

APPROVED BY:
E. McNally

DATE APPROVED:
June 25, 2015



AES Field Sampling Report

Animas Environmental Services, LLC



Client: ConocoPhillips

Project Location: Hubbard 2A

Date: 6/23/2015

Matrix: Soil

Sample ID	Collection Date	Collection Time	Sample Location	OVM (ppm)	Field Chloride (mg/kg)	Field TPH* (mg/kg)	Field TPH Analysis Time	TPH PQL (mg/kg)	DF	TPH Analysts Initials
SC-1	6/23/2015	9:50	Composite	0.0	240	24.6	10:07	20.0	1	CL

DF Dilution Factor

NA Not Analyzed

PQL Practical Quantitation Limit

*Field TPH concentrations recorded may be below PQL.

Field Chloride - Quantab Chloride Titrators or Drop Count

Titration with Silver Nitrate

Total Petroleum Hydrocarbons - USEPA 418.1

Analyst:



Hall Environmental Analysis Laboratory
4901 Hawkins NE
Albuquerque, NM 87109
TEL: 505-345-3975 FAX: 505-345-4107
Website: www.hallenvironmental.com

June 30, 2015

Emilee Skyles
Animas Environmental
604 Pinon Street
Farmington, NM 87401
TEL: (505) 564-2281
FAX

RE: CoP Hubbard 2A

OrderNo.: 1506B16

Dear Emilee Skyles:

Hall Environmental Analysis Laboratory received 1 sample(s) on 6/24/2015 for the analyses presented in the following report.

These were analyzed according to EPA procedures or equivalent. To access our accredited tests please go to www.hallenvironmental.com or the state specific web sites. In order to properly interpret your results it is imperative that you review this report in its entirety. See the sample checklist and/or the Chain of Custody for information regarding the sample receipt temperature and preservation. Data qualifiers or a narrative will be provided if the sample analysis or analytical quality control parameters require a flag. When necessary, data qualifiers are provided on both the sample analysis report and the QC summary report, both sections should be reviewed. All samples are reported, as received, unless otherwise indicated. Lab measurement of analytes considered field parameters that require analysis within 15 minutes of sampling such as pH and residual chlorine are qualified as being analyzed outside of the recommended holding time.

Please don't hesitate to contact HEAL for any additional information or clarifications.

ADHS Cert #AZ0682 -- NMED-DWB Cert #NM9425 -- NMED-Micro Cert #NM0190

Sincerely,

A handwritten signature in black ink, appearing to read "Andy Freeman", is written over a horizontal line.

Andy Freeman
Laboratory Manager
4901 Hawkins NE
Albuquerque, NM 87109

Analytical Report

Lab Order 1506B16

Date Reported: 6/30/2015

Hall Environmental Analysis Laboratory, Inc.

CLIENT: Animas Environmental

Client Sample ID: SC-1

Project: CoP Hubbard 2A

Collection Date: 6/23/2015 9:50:00 AM

Lab ID: 1506B16-001

Matrix: SOIL

Received Date: 6/24/2015 7:20:00 AM

Analyses	Result	RL	Qual	Units	DF	Date Analyzed	Batch
EPA METHOD 418.1: TPH							Analyst: TOM
Petroleum Hydrocarbons, TR	ND	20		mg/Kg	1	6/26/2015	19942
EPA METHOD 300.0: ANIONS							Analyst: LGT
Chloride	1200	30		mg/Kg	20	6/29/2015 5:52:42 PM	19993
EPA METHOD 8021B: VOLATILES							Analyst: NSB
Benzene	ND	0.048		mg/Kg	1	6/26/2015 3:05:30 PM	19911
Toluene	ND	0.048		mg/Kg	1	6/26/2015 3:05:30 PM	19911
Ethylbenzene	ND	0.048		mg/Kg	1	6/26/2015 3:05:30 PM	19911
Xylenes, Total	ND	0.097		mg/Kg	1	6/26/2015 3:05:30 PM	19911
Surr: 4-Bromofluorobenzene	88.6	80-120		%REC	1	6/26/2015 3:05:30 PM	19911

Refer to the QC Summary report and sample login checklist for flagged QC data and preservation information.

Qualifiers:	*	Value exceeds Maximum Contaminant Level.	B	Analyte detected in the associated Method Blank	Page 1 of 4
	E	Value above quantitation range	H	Holding times for preparation or analysis exceeded	
	J	Analyte detected below quantitation limits	ND	Not Detected at the Reporting Limit	
	O	RSD is greater than RSDlimit	P	Sample pH Not In Range	
	R	RPD outside accepted recovery limits	RL	Reporting Detection Limit	
	S	Spike Recovery outside accepted recovery limits			

QC SUMMARY REPORT

Hall Environmental Analysis Laboratory, Inc.

WO#: 1506B16

30-Jun-15

Client: Animas Environmental

Project: CoP Hubbard 2A

Sample ID	MB-19993	SampType:	MBLK	TestCode:	EPA Method 300.0: Anions					
Client ID:	PBS	Batch ID:	19993	RunNo:	27184					
Prep Date:	6/29/2015	Analysis Date:	6/29/2015	SeqNo:	813716	Units:	mg/Kg			
Analyte	Result	PQL	SPK value	SPK Ref Val	%REC	LowLimit	HighLimit	%RPD	RPDLimit	Qual
Chloride	ND	1.5								

Sample ID	LCS-19993	SampType:	LCS	TestCode:	EPA Method 300.0: Anions					
Client ID:	LCSS	Batch ID:	19993	RunNo:	27184					
Prep Date:	6/29/2015	Analysis Date:	6/29/2015	SeqNo:	813717	Units:	mg/Kg			
Analyte	Result	PQL	SPK value	SPK Ref Val	%REC	LowLimit	HighLimit	%RPD	RPDLimit	Qual
Chloride	14	1.5	15.00	0	94.7	90	110			

Qualifiers:

- * Value exceeds Maximum Contaminant Level.
- E Value above quantitation range
- J Analyte detected below quantitation limits
- O RSD is greater than RSDlimit
- R RPD outside accepted recovery limits
- S Spike Recovery outside accepted recovery limits

- B Analyte detected in the associated Method Blank
- H Holding times for preparation or analysis exceeded
- ND Not Detected at the Reporting Limit
- P Sample pH Not In Range
- RL Reporting Detection Limit

QC SUMMARY REPORT

Hall Environmental Analysis Laboratory, Inc.

WO#: 1506B16

30-Jun-15

Client: Animas Environmental

Project: CoP Hubbard 2A

Sample ID	MB-19942	SampType:	MBLK	TestCode:	EPA Method 418.1: TPH					
Client ID:	PBS	Batch ID:	19942	RunNo:	27121					
Prep Date:	6/25/2015	Analysis Date:	6/26/2015	SeqNo:	811084	Units:	mg/Kg			
Analyte	Result	PQL	SPK value	SPK Ref Val	%REC	LowLimit	HighLimit	%RPD	RPDLimit	Qual
Petroleum Hydrocarbons, TR	ND	20								

Sample ID	LCS-19942	SampType: LCS			TestCode: EPA Method 418.1: TPH					
Client ID:	LCSS	Batch ID: 19942			RunNo: 27121					
Prep Date:	6/25/2015	Analysis Date: 6/26/2015			SeqNo: 811085		Units: mg/Kg			
Analyte	Result	PQL	SPK value	SPK Ref Val	%REC	LowLimit	HighLimit	%RPD	RPDLimit	Qual
Petroleum Hydrocarbons, TR	92	20	100.0	0	91.9	86.7	126			

Sample ID	LCSD-19942	SampType: LCSD			TestCode: EPA Method 418.1: TPH					
Client ID:	LCSS02	Batch ID: 19942			RunNo: 27121					
Prep Date:	6/25/2015	Analysis Date: 6/26/2015			SeqNo: 811086		Units: mg/Kg			
Analyte	Result	PQL	SPK value	SPK Ref Val	%REC	LowLimit	HighLimit	%RPD	RPDLimit	Qual
Petroleum Hydrocarbons, TR	92	20	100.0	0	91.9	86.7	126	0	20	

Qualifiers:

- * Value exceeds Maximum Contaminant Level.
- E Value above quantitation range
- J Analyte detected below quantitation limits
- O RSD is greater than RSDlimit
- R RPD outside accepted recovery limits
- S Spike Recovery outside accepted recovery limits

- B Analyte detected in the associated Method Blank
- H Holding times for preparation or analysis exceeded
- ND Not Detected at the Reporting Limit
- P Sample pH Not In Range
- RL Reporting Detection Limit

QC SUMMARY REPORT

Hall Environmental Analysis Laboratory, Inc.

WO#: 1506B16

30-Jun-15

Client: Animas Environmental

Project: CoP Hubbard 2A

Sample ID	MB-19911		SampType:	MBLK		TestCode:	EPA Method 8021B: Volatiles			
Client ID:	PBS		Batch ID:	19911		RunNo:	27129			
Prep Date:	6/24/2015		Analysis Date:	6/26/2015		SeqNo:	811428		Units: mg/Kg	
Analyte	Result	PQL	SPK value	SPK Ref Val	%REC	LowLimit	HighLimit	%RPD	RPDLimit	Qual
Benzene	ND	0.050								
Toluene	ND	0.050								
Ethylbenzene	ND	0.050								
Xylenes, Total	ND	0.10								
Surr: 4-Bromofluorobenzene	0.88		1.000		87.5	80	120			

Sample ID	LCS-19911		SampType:	LCS		TestCode:	EPA Method 8021B: Volatiles			
Client ID:	LCSS		Batch ID:	19911		RunNo:	27129			
Prep Date:	6/24/2015		Analysis Date:	6/26/2015		SeqNo:	811429		Units: mg/Kg	
Analyte	Result	PQL	SPK value	SPK Ref Val	%REC	LowLimit	HighLimit	%RPD	RPDLimit	Qual
Benzene	1.0	0.050	1.000	0	104	76.6	128			
Toluene	1.0	0.050	1.000	0	104	75	124			
Ethylbenzene	1.1	0.050	1.000	0	107	79.5	126			
Xylenes, Total	3.2	0.10	3.000	0	106	78.8	124			
Surr: 4-Bromofluorobenzene	0.90		1.000		90.3	80	120			

Qualifiers:

- * Value exceeds Maximum Contaminant Level.
- E Value above quantitation range
- J Analyte detected below quantitation limits
- O RSD is greater than RSDlimit
- R RPD outside accepted recovery limits
- S Spike Recovery outside accepted recovery limits

- B Analyte detected in the associated Method Blank
- H Holding times for preparation or analysis exceeded
- ND Not Detected at the Reporting Limit
- P Sample pH Not In Range
- RL Reporting Detection Limit



Hall Environmental Analysis Laboratory
4901 Hawkins NE
Albuquerque, NM 87109
TEL: 505-345-3975 FAX: 505-345-4107
Website: www.hallenvironmental.com

Sample Log-In Check List

Client Name: Animas Environmental

Work Order Number: 1506B16

RcptNo: 1

Received by/date:

AT 06/24/15

Logged By: Anne Thorne

6/24/2015 7:20:00 AM

Anne Thorne

Completed By: Anne Thorne

6/24/2015

Anne Thorne

Reviewed By:

[Signature]

6/25/15

Chain of Custody

1. Custody seals intact on sample bottles? Yes ☐ No ☐ Not Present ☒
2. Is Chain of Custody complete? Yes ☒ No ☐ Not Present ☐
3. How was the sample delivered? Courier

Log In

4. Was an attempt made to cool the samples? Yes ☒ No ☐ NA ☐
5. Were all samples received at a temperature of $>0^{\circ}\text{C}$ to 6.0°C ? Yes ☒ No ☐ NA ☐
6. Sample(s) in proper container(s)? Yes ☒ No ☐
7. Sufficient sample volume for indicated test(s)? Yes ☒ No ☐
8. Are samples (except VOA and ONG) properly preserved? Yes ☒ No ☐
9. Was preservative added to bottles? Yes ☐ No ☒ NA ☐
10. VOA vials have zero headspace? Yes ☐ No ☐ No VOA Vials ☒
11. Were any sample containers received broken? Yes ☐ No ☒
12. Does paperwork match bottle labels?
(Note discrepancies on chain of custody) Yes ☒ No ☐
13. Are matrices correctly identified on Chain of Custody? Yes ☒ No ☐
14. Is it clear what analyses were requested? Yes ☒ No ☐
15. Were all holding times able to be met?
(If no, notify customer for authorization.) Yes ☒ No ☐

of preserved
bottles checked
for pH:

(<2 or >12 unless noted)

Adjusted? _____

Checked by: _____

Special Handling (if applicable)

16. Was client notified of all discrepancies with this order? Yes ☐ No ☒ NA ☐

Person Notified:

Date

By Whom:

Via:

☐ eMail

☐ Phone

☐ Fax

☐ In Person

Regarding:

Client Instructions:

17. Additional remarks:

18. Cooler Information

Cooler No	Temp $^{\circ}\text{C}$	Condition	Seal Intact	Seal No	Seal Date	Signed By
1	1.0	Good	Yes			

