

1R - 423-06

**GENERAL
CORRESPONDENCE**

YEAR(S):

2007



Highlander Environmental Corp.

Midland, Texas

CERTIFIED MAIL

RETURN RECEIPT NO. 7004 1160 0000 4843 0008

November 27, 2006

Mr. Wayne Price
New Mexico Energy, Minerals, & Natural Resources
Oil Conservation Division, Environmental Bureau
1220 S. St. Francis Drive
Santa Fe, New Mexico 87504

RECEIVED

DEC - 5 2006

Environmental Bureau
Oil Conservation Division

RE: **INVESTIGATION & CHARACTERIZATION WORK PLAN
E-1 VENT, JUSTIS SWD SYSTEM, UNIT "E", SEC. 1, T25S, R37E
Lea County, New Mexico, NMOCD Case Number 1R0423-06**

Mr. Price:

RICE Operating Company (ROC) has retained Highlander Environmental Corp. (Highlander) to address potential environmental concerns at the above-referenced site. ROC is the service provider (agent) for the Justis SWD System and has no ownership of any portion of the pipeline, well, or facility. The System is owned by a consortium of oil producers, System Partners, who provide all operating capital on a percentage ownership/usage basis. In general, project funding is not forthcoming until NMOCD approves the work plan. Therefore, your timely review of this submission is requested.

For all environmental projects, ROC will choose a path forward that:

- protects public health,
- provides the greatest net environmental benefit,
- complies with NMOCD Rules, and
- is supported by good science.

Each site shall have three submissions or a combination of:

1. This Investigation and Characterization Plan (ICP) is a proposal for data gathering and site characterization and assessment.
2. Upon evaluating the data and results from the ICP, a recommended remedy will be submitted in a Corrective Action Plan (CAP).
3. Finally, after implementing the remedy, a closure report with final documentation will be submitted.

BACKGROUND & PREVIOUS WORK

The E-1 vent was composed of three boxes at the same location. As the boxes did not have individual names, they were collectively referred to as the E-1 vent. As part of the ROC Junction Box Upgrade Workplan, starting on November 11, 2003, the junction boxes were removed and the Site was investigated vertically and horizontally with a backhoe. The Site was excavated to the approximate dimensions of 20' x 20' x 12'. TPH impact was noted to a depth of at least 12' below ground surface (bgs). The bottom hole chloride concentration was 904 mg/kg at 12' below the ground surface, and a 4-wall composite sample had a concentration of 1280 mg/kg.

The excavated soil was landfarmed onsite and replaced into the excavation to a depth of 6' below ground surface (bgs). At 6' bgs, a 1.5' thick compacted clay barrier was installed to inhibit further chloride migration. The remaining soils were backfilled on top of the clay barrier and contoured to the surrounding surface. A new junction box was installed 100' north of the old site.

On March 17, 2004, a hollow-stem auger unit was utilized to conduct one soil boring at the former junction box site. Groundwater was encountered at a depth of 89.3' bgs. VOC's ceased at a depth of approximately 25' bgs. The chloride concentrations did not decline with depth. The site was disclosed to the NMOCD as a potential groundwater impact site on March 19, 2004. Additionally, ROC submitted a Junction Box Disclosure Report to the NMOCD dated April 5, 2004. A copy of the Junction Box Disclosure Report is included in Appendix A. A copy of the soil boring log and laboratory analysis are included in Appendix B.

INVESTIGATION & CHARACTERIZATION PLAN

As discussed above, existing site data suggest a potential for impairment of groundwater quality. Therefore the work elements described below are designed to assist ROC in selecting an appropriate vadose zone remedy and, if necessary, a groundwater remedy.

Task 1 Collect Regional Hydrogeologic Data

A water well inventory will be performed to encompass a ½ mile radius around the leak site. The inventory will include a review of water well records on the New Mexico Office of the State Engineer W.A.T.E.R.S. database and United States Geologic Survey (USGS) website. Any water wells denoted on the USGS 7.5 minute topographic quadrangle map within the search radius will be inspected. If viable wells are located, they will be evaluated for the possible incorporation of water level measurements and groundwater monitoring.

Task 2 Evaluate Concentrations of Constituents of Concern in Soil (and Ground Water)

Highlander proposes to install one monitoring well at the former junction box site for further evaluation. The monitor well will be placed appropriately to evaluate groundwater impact. The monitor well will be constructed according to EPA and industry standards.



Following installation, the well will be developed either by bailing with a rig or hand bailer, or pumping with an electric submersible pump to remove fine grained sediment disturbed during drilling and to ensure collection of representative groundwater samples. Water removed from the well will be disposed of in the Justis SWD System.

The monitoring well will be inspected for the presence of phase-separated hydrocarbons (PSH) and, if present, a sample will be collected and analyzed by gas chromatography (GC) to determine composition and origin. The well will be properly purged and sampled with a clean, dedicated, polyethylene bailer and disposable line. Groundwater samples will be submitted to a laboratory for analysis of Benzene, Toluene, Ethylbenzene, and Xylene (BTEX) by method EPA 8021B, and chloride by method 300.0.

Task 3 Evaluate Flux from the Vadose Zone to Ground Water

As part of the ICP, the residual impact to vadose zone soils will be evaluated to determine what, if any remediation/isolation techniques will be required at the Site.

The information gathered from tasks 1-3 will be evaluated and utilized to design a groundwater remedy, if needed. If the evaluation demonstrates that residual constituents pose no threat to groundwater quality, only a vadose zone remedy will be proposed. Such recommendations and findings will be presented to NMOCD in a subsequent Corrective Action Plan (CAP). When evaluating any proposed remedy or investigative work, ROC will confirm that there is a reasonable relationship between the benefits created by the proposed remedy or assessment and the economic and social costs.

Should you have any questions, please contact me at (432) 682-4559. Your prompt review of this submission is appreciated. Thank you for your attention to this matter.



Highlander Environmental Corp.

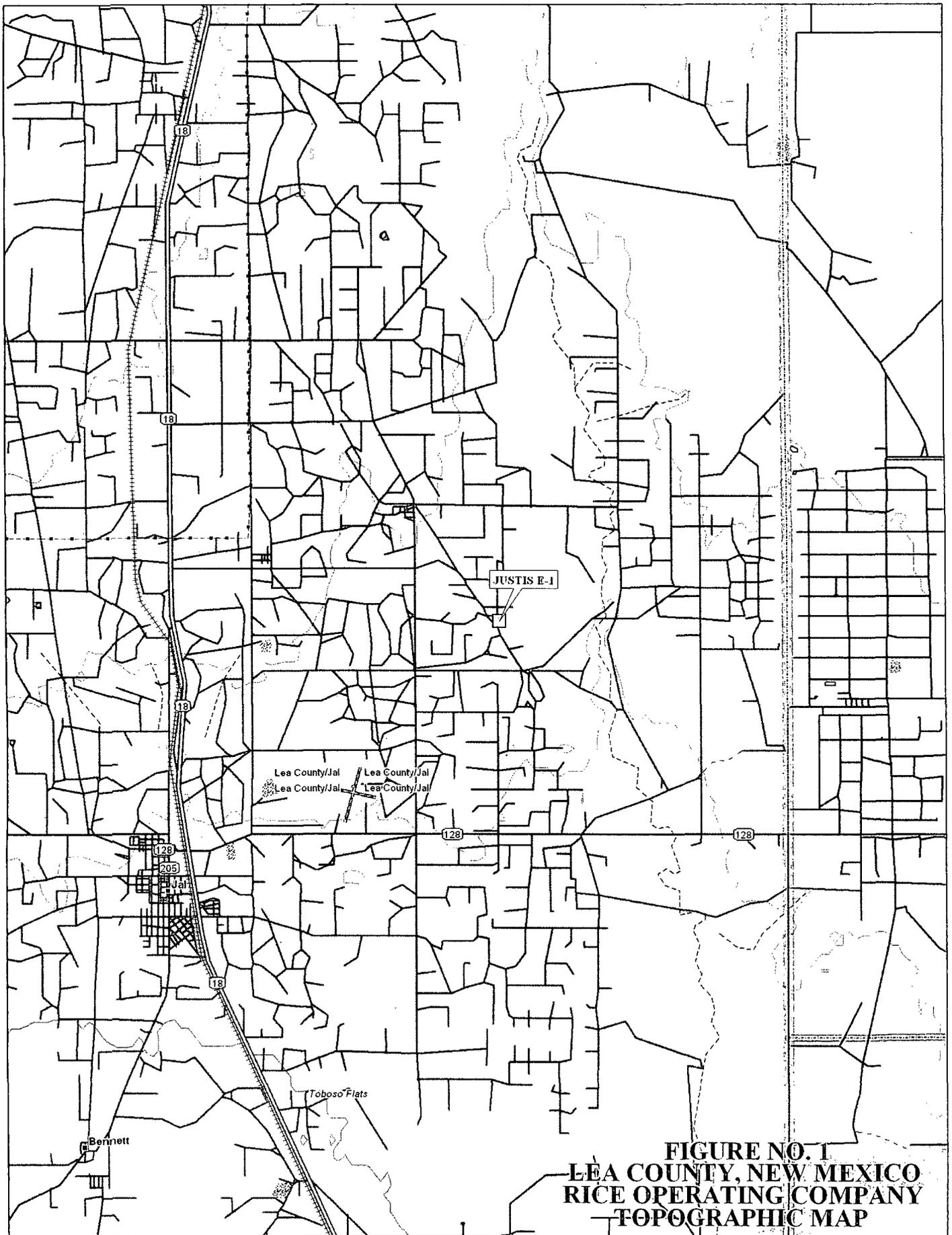
Tim Reed
Timothy M. Reed, P.G.
Vice President

cc: ROC,
Daniel Sanchez - NMOCD

enclosures: figures, photos, junction box disclosure report, soil boring log

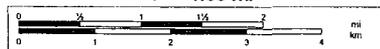


FIGURES



**FIGURE NO. 1
LEA COUNTY, NEW MEXICO
RICE OPERATING COMPANY
TOPOGRAPHIC MAP**

Scale 1 : 100,000
1" = 1.58 mi



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www.delorme.com

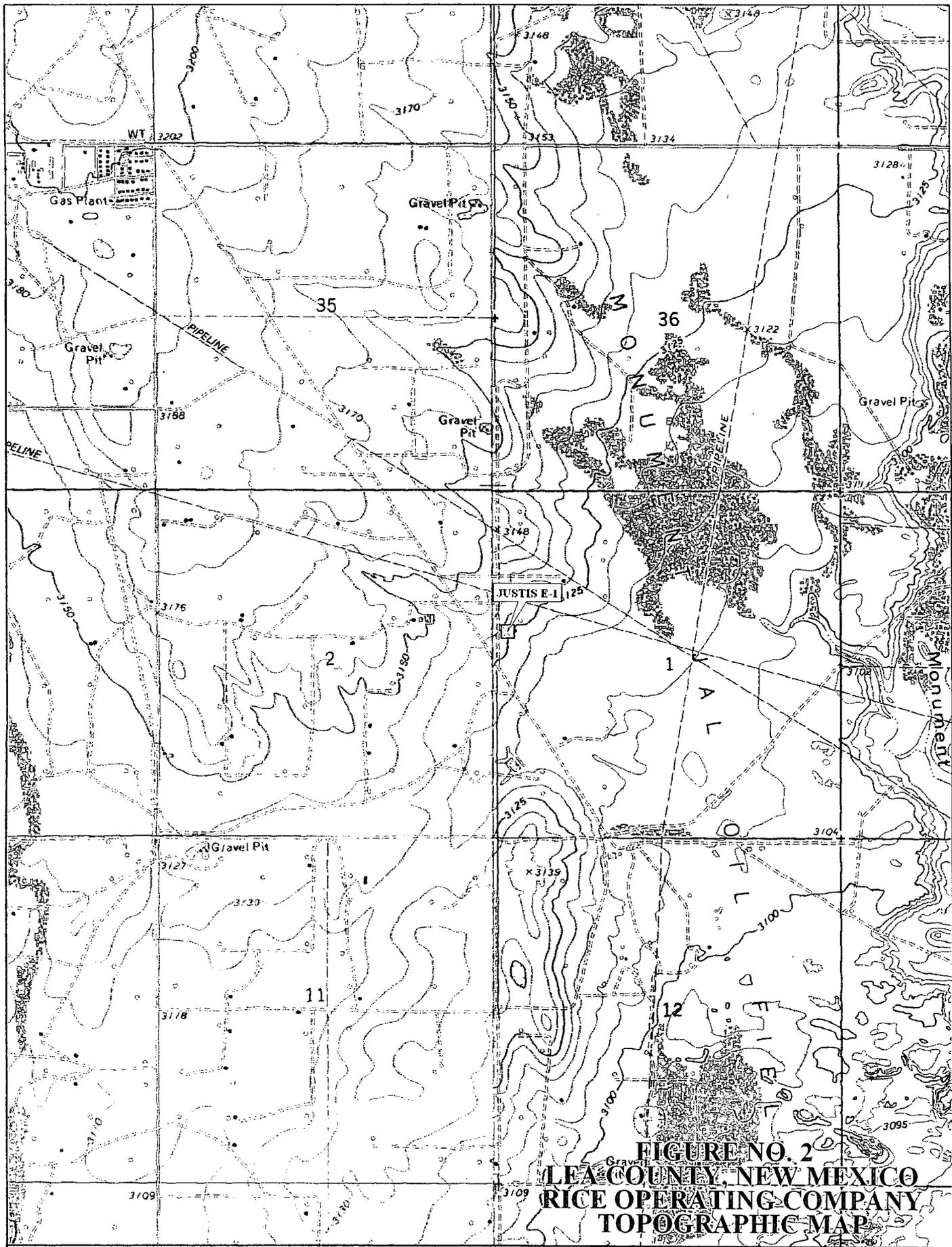
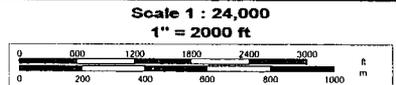


FIGURE NO. 2
LEA COUNTY, NEW MEXICO
RICE OPERATING COMPANY
TOPOGRAPHIC MAP



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 www.delorme.com

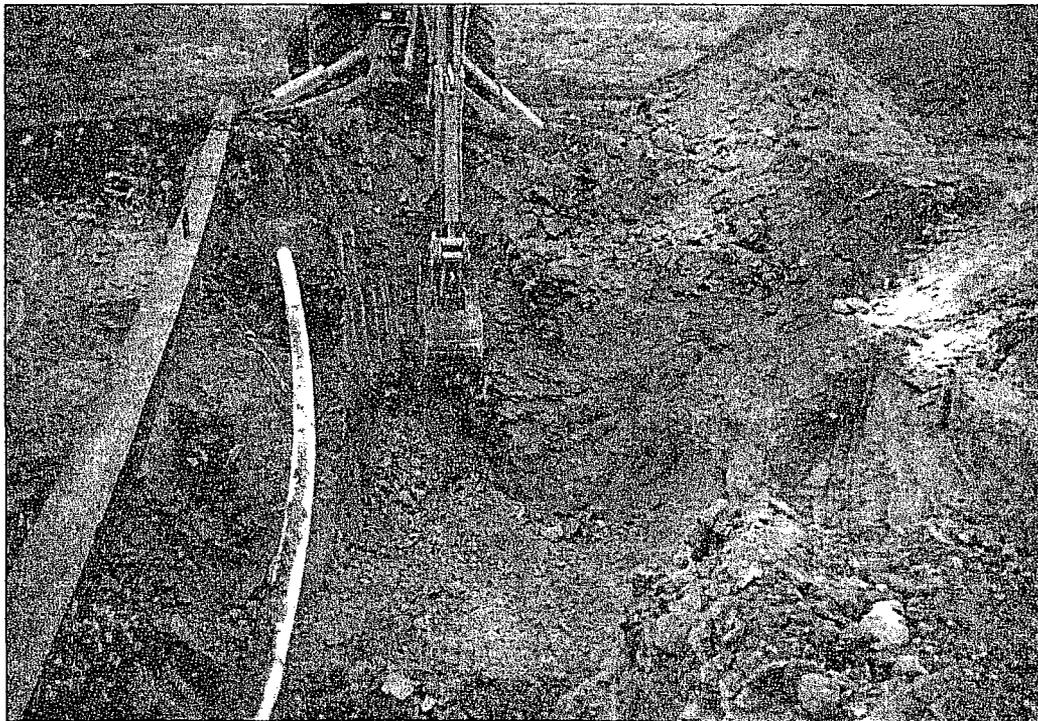


PHOTOGRAPHS

Justis E-1 vent



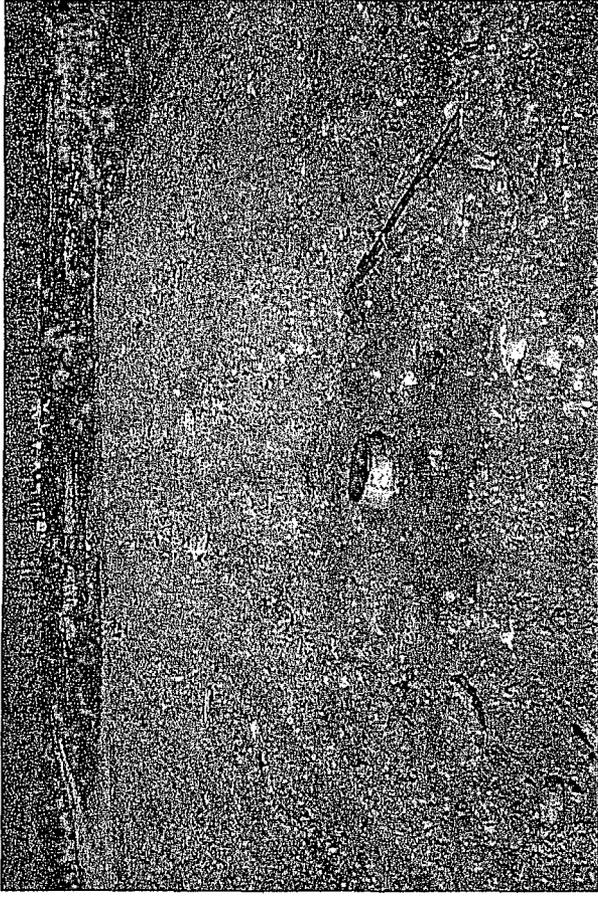
Undisturbed junction box 4/8/2003



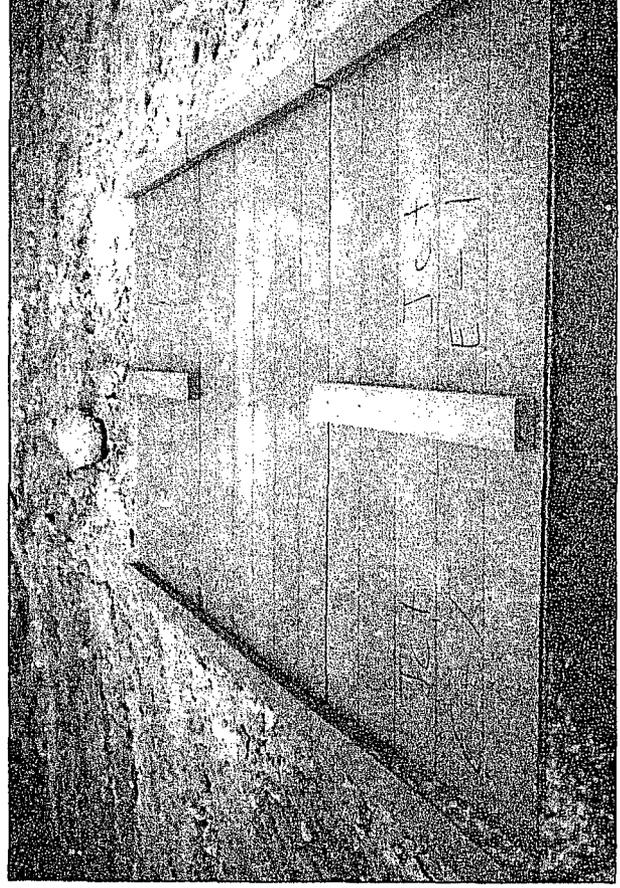
Excavation at old junction Nov. 2003



Installing clay barrier at 6 ft BGS



Identification plate marking old box and clay barrier below



New junction box 100 ft North of the old box

APPENDIX A

**Rice Operating Company
Junction Box Disclosure Report
&
Boring Log**

**RICE OPERATING COMPANY
JUNCTION BOX DISCLOSURE* REPORT**

BOX LOCATION

| SWD SYSTEM | JUNCTION | UNIT | SECTION | TOWNSHIP | RANGE | COUNTY | BOX DIMENSIONS - FEET | | |
|------------|----------|------|---------|----------|-------|--------|-----------------------|-------|-------|
| | | | | | | | Length | Width | Depth |
| Justis | E-1 vent | E | 1 | 25S | 37E | Lea | Moved 100 ft North | | |

LAND TYPE: BLM _____ STATE _____ FEE LANDOWNER Joyce Willis OTHER _____

Depth to Groundwater 89.3 feet NMOCD SITE ASSESSMENT RANKING SCORE: 10

Date Started 11/3/2003 Date Completed 3/17/2004 OCD Witness No

Soil Excavated 180 cubic yards Excavation Length 20 Width 20 Depth 12 feet

Soil Disposed 0 cubic yards Offsite Facility n/a Location n/a

FINAL ANALYTICAL RESULTS: Sample Date 11/11/2003, 3/17/2004 Sample Depth 12, 90 ft

Procure 5-point composite sample of bottom and 4-point composite sample of sidewalls. TPH, BTEX and Chloride laboratory test results completed by using an approved lab and testing procedures pursuant to NMOCD guidelines.

| Sample Location | Benzene mg/kg | Toluene mg/kg | Ethyl Benzene mg/kg | Total Xylenes mg/kg | GRO mg/kg | DRO mg/kg | Chloride mg/kg |
|-------------------|----------------|---------------|---------------------|---------------------|-----------|-----------|----------------|
| SIDEWALLS | <0.025 | 0.026 | 0.108 | 0.369 | 268 | 1200 | 1280 |
| BOTTOM | 0.064 | 0.402 | 1.88 | 4.78 | 805 | 3620 | 904 |
| SOIL BORE @ 90 ft | PID = 74.9 ppm | | | | <10.0 | <10.0 | 936 |

General Description of Remedial Action: This junction box site was delineated vertically and laterally with a backhoe, producing a 20 x 20 x 12-ft-deep excavation. A sufficient declination trend in chloride concentrations was not observed. PID readings were also elevated and laboratory results confirm that NMOCD TPH guidelines were not met. The excavated soil was landfarmed on site and then backfilled into the excavation up to 6 ft BGS. At 6 ft, a 1.5 ft compacted clay barrier was installed to inhibit further downward migration of impact. The remainder of soil was backfilled and contoured on top of the clay. An identification plate was placed on the surface of this site to mark the presence of the clay barrier below and and the former site of the E-1 junction. A soil bore was conducted at this site on 3/17/2004 and chloride concentrations still did not decline with depth. Indications of VOC's ceased around 25 f and NMOCD TPH guidelines were met. The new junction is located 100 ft north is the old site.

CHLORIDE FIELD TESTS

| LOCATION | DEPTH (ft) | ppm |
|--------------|------------|------|
| Vertical | 6 | 1184 |
| | 8 | 2046 |
| bottom comp. | 10 | 1948 |
| | 12 | 2099 |
| soil bore | 25 | 1000 |
| soil bore | 35 | 706 |
| | 45 | 714 |
| | 55 | 824 |
| | 65 | 2439 |
| | 75 | 928 |
| | 85 | 1364 |
| | 90 | 1407 |

ADDITIONAL EVALUATION IS MEDIUM PRIORITY

enclosures: chloride graph, photos, lab results, PID readings, clay density test, soil bore log

I HEREBY CERTIFY THAT THE INFORMATION ABOVE IS TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE AND BELIEF.

DATE 4/5/2004 PRINTED NAME Kristin Farris

SIGNATURE Kristin Farris TITLE Project Scientist

** This site is a "DISCLOSURE." It will be placed on a prioritized list of similar sites for further consideration.*

LOG OF BORING

K. Farris
RICE Operating Company

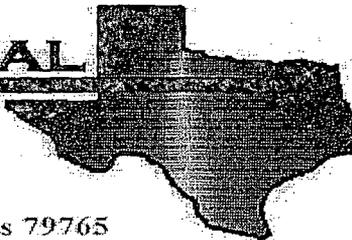
| Logger: | | Israel Juarez; Mort Bates | | Client: | RICE Operating Company | Well ID: SB-1 |
|---|-------------|-------------------------------------|---|--|---|------------------------------------|
| Driller: | | Atkins Engineering Associates, Inc. | | Project Name: | | |
| Drilling Method: | | Hollow Stem Auger | | E-1 vent | | |
| Start Date: | | 3/17/2004 | | Location: | | |
| End Date: | | 3/17/2004 | | Justis SWD System | | |
| Notes: Site of former junction box; 100 ft south of new box TD = 90 ft Groundwater = 89.30 ft | | | | Sec. 1, T25S, R37E | | |
| | | | | Lea County, NM | | |
| Depth (feet) | Split Spoon | | Description | Lithology | Additional Notes | |
| | chloride | PID | | | | |
| 0.0 | | | 0-6 ft Silty Sand w/Broken Caliche: loose, light tan, damp | 4-10 ft hydrated bentonite plug | Backfilled with drill cuttings | |
| 5.0 | | | COMPACTED CLAY BARRIER | | | |
| 10.0 | | | 8-13 ft Silty Sand w/Caliche: loose, tan, damp | | | |
| 15.0 | 209 | 4000+ | 13-16 ft Silty Sand: loose, gray, damp | | | |
| 20.0 | 975 | 4000+ | 16-21 ft Silty Sand w/Cemented Sandstone: hard, gray, damp | | | |
| 25.0 | 1000 | 50.0 | | | | |
| 30.0 | 844 | 31.9 | | | | |
| | 944 | 21.7 | | | | |
| 35.0 | 706 | 36.1 | | | | |
| 40.0 | 623 | 86.0 | | | | |
| 45.0 | 714 | 53.2 | 21-66 ft Silty Sand: loose, brown, damp | | | |
| 50.0 | 1177 | 27.6 | | | | |
| 55.0 | 824 | 28.6 | | | | |
| 60.0 | 2299 | 23.3 | | | | |
| 65.0 | 2439 | 42.9 | | | | |
| 70.0 | 1703 | 43.0 | 66-69 ft Clayey Sand: loose, brown, damp | | | |
| 75.0 | 928 | 73.0 | 69-84 ft Silty Sand: loose, brown, damp | | | |
| 80.0 | 1032 | 32.2 | | | | |
| 85.0 | 1364 | 16.7 | 84-89 ft Poorly-graded Sand: loose, brown, damp | | | |
| 90.0 | 1407 | 74.9 | wet | water | | |

lab = 936 ppm Cl

APPENDIX B

LabAnalysis

E NVIRONMENTAL
LAB OF



12600 West I-20 East - Odessa, Texas 79765

Analytical Report

Prepared for:

Roy Rascon
Rice Operating Co.
122 W. Taylor
Hobbs, NM 88240

Project: Justis E-1 L-26, E-26 Bore

Project Number: None Given

Location: Justis

Lab Order Number: 4C19008

Report Date: 03/23/04

Rice Operating Co.
122 W. Taylor
Hobbs NM, 88240

Project: Justis E-1, L-26, E-26 Bore
Project Number: None Given
Project Manager: Roy Rascon

Fax: (505) 397-1471

Reported:
03/23/04 17:21

ANALYTICAL REPORT FOR SAMPLES

| Sample ID | Laboratory ID | Matrix | Date Sampled | Date Received |
|------------------|---------------|--------|----------------|----------------|
| Justis E-1 @ 90' | 4C19008-01 | Soil | 03/17/04 13:30 | 03/19/04 16:35 |
| Justis E-26 | 4C19008-02 | Soil | 03/18/04 11:20 | 03/19/04 16:35 |
| Justis L-26 | 4C19008-03 | Soil | 03/17/04 17:35 | 03/19/04 16:35 |

Rice Operating Co.
122 W. Taylor
Hobbs NM, 88240

Project: Justis E-1, L-26, E-26 Bore
Project Number: None Given
Project Manager: Roy Rascon

Fax: (505) 397-1471
Reported:
03/23/04 17:21

Organics by GC
Environmental Lab of Texas

| Analyte | Result | Reporting Limit | Units | Dilution | Batch | Prepared | Analyzed | Method | Notes |
|--------------------------------------|--------|-----------------|-----------|----------|---------|----------|----------|-----------|-------|
| Justis E-1 @ 90' (4C19008-01) | | | | | | | | | |
| Gasoline Range Organics C6-C12 | ND | 10.0 | mg/kg dry | 1 | EC42207 | 03/22/04 | 03/22/04 | EPA 8015M | |
| Diesel Range Organics >C12-C35 | ND | 10.0 | " | " | " | " | " | " | |
| Total Hydrocarbon C6-C35 | ND | 10.0 | " | " | " | " | " | " | |
| Surrogate: 1-Chlorooctane | | 81.2 % | | 70-130 | " | " | " | " | |
| Surrogate: 1-Chlorooctadecane | | 76.2 % | | 70-130 | " | " | " | " | |
| Justis E-26 (4C19008-02) | | | | | | | | | |
| Gasoline Range Organics C6-C12 | ND | 10.0 | mg/kg dry | 1 | EC42207 | 03/22/04 | 03/22/04 | EPA 8015M | |
| Diesel Range Organics >C12-C35 | ND | 10.0 | " | " | " | " | " | " | |
| Total Hydrocarbon C6-C35 | ND | 10.0 | " | " | " | " | " | " | |
| Surrogate: 1-Chlorooctane | | 79.8 % | | 70-130 | " | " | " | " | |
| Surrogate: 1-Chlorooctadecane | | 75.0 % | | 70-130 | " | " | " | " | |
| Justis L-26 (4C19008-03) | | | | | | | | | |
| Gasoline Range Organics C6-C12 | ND | 10.0 | mg/kg dry | 1 | EC42207 | 03/22/04 | 03/22/04 | EPA 8015M | |
| Diesel Range Organics >C12-C35 | ND | 10.0 | " | " | " | " | " | " | |
| Total Hydrocarbon C6-C35 | ND | 10.0 | " | " | " | " | " | " | |
| Surrogate: 1-Chlorooctane | | 82.4 % | | 70-130 | " | " | " | " | |
| Surrogate: 1-Chlorooctadecane | | 77.6 % | | 70-130 | " | " | " | " | |

Environmental Lab of Texas

The results in this report apply to the samples analyzed in accordance with the samples received in the laboratory. This analytical report must be reproduced in its entirety, with written approval of Environmental Lab of Texas.

Ralan d K Jurek

Quality Assurance Review

Rice Operating Co.
122 W. Taylor
Hobbs NM, 88240

Project: Justis E-1, L-26, E-26 Bore
Project Number: None Given
Project Manager: Roy Rascon

Fax: (505) 397-1471

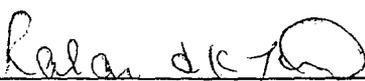
Reported:
03/23/04 17:21

General Chemistry Parameters by EPA / Standard Methods
Environmental Lab of Texas

| Analyte | Result | Reporting Limit | Units | Dilution | Batch | Prepared | Analyzed | Method | Notes |
|--------------------------------------|--------|-----------------|-----------|----------|---------|----------|----------|---------------|-------|
| Justis E-1 @ 90' (4C19008-01) | | | | | | | | | |
| Chloride | 936 | 20.0 | mg/kg Wet | 2 | EC42210 | 03/21/04 | 03/21/04 | SW 846 9253 | |
| % Solids | 87.0 | | % | 1 | EC42301 | 03/23/04 | 03/23/04 | % calculation | |
| Justis E-26 (4C19008-02) | | | | | | | | | |
| Chloride | 925 | 20.0 | mg/kg Wet | 2 | EC42210 | 03/21/04 | 03/21/04 | SW 846 9253 | |
| % Solids | 82.0 | | % | 1 | EC42301 | 03/23/04 | 03/23/04 | % calculation | |
| Justis L-26 (4C19008-03) | | | | | | | | | |
| Chloride | 596 | 20.0 | mg/kg Wet | 2 | EC42210 | 03/21/04 | 03/21/04 | SW 846 9253 | |
| % Solids | 83.0 | | % | 1 | EC42301 | 03/23/04 | 03/23/04 | % calculation | |

Environmental Lab of Texas

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Quality Assurance Review

Rice Operating Co.
122 W. Taylor
Hobbs NM, 88240

Project: Justis E-1, L-26, E-26 Bore
Project Number: None Given
Project Manager: Roy Rascon

Fax: (505) 397-1471
Reported:
03/23/04 17:21

**Organics by GC - Quality Control
Environmental Lab of Texas**

| Analyte | Result | Reporting Limit | Units | Spike Level | Source Result | %REC | %REC Limits | RPD | RPD Limit | Notes |
|---------|--------|-----------------|-------|-------------|---------------|------|-------------|-----|-----------|-------|
|---------|--------|-----------------|-------|-------------|---------------|------|-------------|-----|-----------|-------|

Batch EC42207 - Solvent Extraction (GC)

Blank (EC42207-BLK1) Prepared & Analyzed: 03/22/04

| | | | | | | | | | | |
|--------------------------------|------|------|-----------|------|--|------|--------|--|--|--|
| Gasoline Range Organics C6-C12 | ND | 10.0 | mg/kg wet | | | | | | | |
| Diesel Range Organics >C12-C35 | ND | 10.0 | " | | | | | | | |
| Total Hydrocarbon C6-C35 | ND | 10.0 | " | | | | | | | |
| Surrogate: 1-Chlorooctane | 39.3 | | mg/kg | 50.0 | | 78.6 | 70-130 | | | |
| Surrogate: 1-Chlorooctadecane | 36.1 | | " | 50.0 | | 72.2 | 70-130 | | | |

Blank (EC42207-BLK2) Prepared: 03/22/04 Analyzed: 03/23/04

| | | | | | | | | | | |
|--------------------------------|------|------|-----------|------|--|------|--------|--|--|--|
| Gasoline Range Organics C6-C12 | ND | 10.0 | mg/kg wet | | | | | | | |
| Diesel Range Organics >C12-C35 | ND | 10.0 | " | | | | | | | |
| Total Hydrocarbon C6-C35 | ND | 10.0 | " | | | | | | | |
| Surrogate: 1-Chlorooctane | 36.4 | | mg/kg | 50.0 | | 72.8 | 70-130 | | | |
| Surrogate: 1-Chlorooctadecane | 35.5 | | " | 50.0 | | 71.0 | 70-130 | | | |

LCS (EC42207-BS1) Prepared & Analyzed: 03/22/04

| | | | | | | | | | | |
|--------------------------------|------|------|-----------|------|--|------|--------|--|--|--|
| Gasoline Range Organics C6-C12 | 414 | 10.0 | mg/kg wet | 500 | | 82.8 | 75-125 | | | |
| Diesel Range Organics >C12-C35 | 502 | 10.0 | " | 500 | | 100 | 75-125 | | | |
| Total Hydrocarbon C6-C35 | 916 | 10.0 | " | 1000 | | 91.6 | 75-125 | | | |
| Surrogate: 1-Chlorooctane | 49.1 | | mg/kg | 50.0 | | 98.2 | 70-130 | | | |
| Surrogate: 1-Chlorooctadecane | 36.8 | | " | 50.0 | | 73.6 | 70-130 | | | |

LCS (EC42207-BS2) Prepared: 03/22/04 Analyzed: 03/23/04

| | | | | | | | | | | |
|--------------------------------|------|------|-----------|------|--|------|--------|--|--|--|
| Gasoline Range Organics C6-C12 | 407 | 10.0 | mg/kg wet | 500 | | 81.4 | 75-125 | | | |
| Diesel Range Organics >C12-C35 | 478 | 10.0 | " | 500 | | 95.6 | 75-125 | | | |
| Total Hydrocarbon C6-C35 | 885 | 10.0 | " | 1000 | | 88.5 | 75-125 | | | |
| Surrogate: 1-Chlorooctane | 40.7 | | mg/kg | 50.0 | | 81.4 | 70-130 | | | |
| Surrogate: 1-Chlorooctadecane | 35.8 | | " | 50.0 | | 71.6 | 70-130 | | | |

LCS Dup (EC42207-BSD1) Prepared & Analyzed: 03/22/04

| | | | | | | | | | | |
|--------------------------------|------|------|-----------|------|--|------|--------|------|----|--|
| Gasoline Range Organics C6-C12 | 447 | 10.0 | mg/kg wet | 500 | | 89.4 | 75-125 | 7.67 | 20 | |
| Diesel Range Organics >C12-C35 | 492 | 10.0 | " | 500 | | 98.4 | 75-125 | 2.01 | 20 | |
| Total Hydrocarbon C6-C35 | 939 | 10.0 | " | 1000 | | 93.9 | 75-125 | 2.48 | 20 | |
| Surrogate: 1-Chlorooctane | 43.0 | | mg/kg | 50.0 | | 86.0 | 70-130 | | | |
| Surrogate: 1-Chlorooctadecane | 37.1 | | " | 50.0 | | 74.2 | 70-130 | | | |

Environmental Lab of Texas

The results in this report apply to the samples analyzed in accordance with the samples received in the laboratory.. This analytical report must be reproduced in its entirety, with written approval of Environmental Lab of Texas.

Ralanda J. Seal
Quality Assurance Review

Rice Operating Co.
122 W. Taylor
Hobbs NM, 88240

Project: Justis E-1, L-26, E-26 Bore
Project Number: None Given
Project Manager: Roy Rascon

Fax: (505) 397-1471

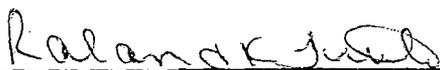
Reported:
03/23/04 17:21

Notes and Definitions

DET Analyte DETECTED
ND Analyte NOT DETECTED at or above the reporting limit
NR Not Reported
dry Sample results reported on a dry weight basis
RPD Relative Percent Difference

Environmental Lab of Texas

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Quality Assurance Review

Page 7 of 7

**Environmental Lab of Texas
Variance / Corrective Action Report – Sample Log-In**

Client: Rice Op.

Date/Time: 03-19-04 @ 1700

Order #: 4C19008

Initials: JMM

Sample Receipt Checklist

| | | | |
|---|---|----|------------------------|
| Temperature of container/cooler? | <input checked="" type="checkbox"/> Yes | No | 2.0 C |
| Shipping container/cooler in good condition? | Yes | No | N/A |
| Custody Seals intact on shipping container/cooler? | Yes | No | Not present |
| Custody Seals intact on sample bottles? | Yes | No | Not present |
| Chain of custody present? | <input checked="" type="checkbox"/> Yes | No | |
| Sample Instructions complete on Chain of Custody? | <input checked="" type="checkbox"/> Yes | No | |
| Chain of Custody signed when relinquished and received? | <input checked="" type="checkbox"/> Yes | No | |
| Chain of custody agrees with sample label(s) | <input checked="" type="checkbox"/> Yes | No | |
| Container labels legible and intact? | <input checked="" type="checkbox"/> Yes | No | |
| Sample Matrix and properties same as on chain of custody? | <input checked="" type="checkbox"/> Yes | No | |
| Samples in proper container/bottle? | <input checked="" type="checkbox"/> Yes | No | |
| Samples properly preserved? | <input checked="" type="checkbox"/> Yes | No | |
| Sample bottles intact? | <input checked="" type="checkbox"/> Yes | No | |
| Preservations documented on Chain of Custody? | <input checked="" type="checkbox"/> Yes | No | |
| Containers documented on Chain of Custody? | <input checked="" type="checkbox"/> Yes | No | |
| Sufficient sample amount for indicated test? | <input checked="" type="checkbox"/> Yes | No | |
| All samples received within sufficient hold time? | <input checked="" type="checkbox"/> Yes | No | |
| VOC samples have zero headspace? | <input checked="" type="checkbox"/> Yes | No | Not Applicable |

Other observations:

Variance Documentation:

Contact Person: - _____ Date/Time: _____ Contacted by: _____

Regarding:

Corrective Action Taken:
