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Texas Commission on Environmental Quality

CHECKLIST WORKSHEET

IHW RCRA PERMITTED FACILITY CME CHECKLIST 9

Reg Ent Name:

Date:

Add ID:

Investigator Name:

Item No	Description	Answer	Citations	Notes
	ANALYTICAL PROCEDURES FOR PERMITTED STATUS FACILITIES			
	SECTION A: REVIEW OF ANALYTICAL PROCEDURES			
1	From the Sampling and Analysis Plan, include a tabulation of analytical methods used for Groundwater samples. Indicate directly on the Attachment which analyses are performed at: off-site contract laboratory (*); on-site operator laboratory (**); field measurement (***) (Attachment).			
2	Laboratory analysis procedures		335.163(4)(C) 335.163(4)(D) 335.163(4)(A) 335.163(4)(B) 264.97(d) 335.163(4)	
2A	Are all samples analyzed using an EPA-recommended method (SW-846 or other EPA recommended procedures)?		264.97(d) 335.163(4)	
2B	Are appropriate QA/QC measures used in laboratory analysis (e.g., blanks, spikes, standards)?		335.163(4) 264.97(d)	
2C	Are detection limits and percent recovery (if applicable) provided for each parameter?			
2D	If a different analytical method or laboratory is used, are split samples run for comparison purposes?			
2E	Describe any data inconsistencies and how the operator has tried to resolve them:			
2F	Are samples analyzed within specified holding times?		335.163(4) 264.97(d)	
2G	What is the sample analysis turn-around time (i.e., the time required to receive analytical results from the laboratory)?			
2H	Example of analytical results and/or QA/QC results as reported by the laboratory to the operator (Attachment).			
3	Laboratory logbook		335.163(4)(B) 335.163(4) 335.163(4)(D) 264.97(d) 335.163(4)(A) 335.163(4)(C)	
3A	Is a laboratory logbook maintained?		264.97(d) 335.163(4)	
3B	Are experimental conditions (e.g., temperature, humidity, etc.) noted?		335.163(4) 264.97(d)	
3C	If a sample for volatile analysis is received with headspace, is this noted?		264.97(d) 335.163(4)	
3D	Are the results for all QC samples identified?		264.97(d) 335.163(4)	

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IHW RCRA PERMITTED FACILITY CME CHECKLIST 9 (Cont)

3E	Is the time, date, and name of person noted for each processing step?	·	264.97(d) 335.163(4)	
3F	Is the date and time of each instrument's calibration noted?	·	264.97(d) 335.163(4)	
3G	Are notations made on which standards are used and when they were mixed?	·	264.97(d) 335.163(4)	
SECTION B: REVIEW OF QUALITY ASSURANCE/QUALITY CONTROL				
4	Does the QA/QC program include:	· · · · ·	335.163(4)(A) 335.163(4)(B) 264.97(d) 335.163(4) 335.163(4)(D) 335.163(4)(C)	
4A	Documentation of any deviations from approved procedures?	·	264.97(d) 335.163(4)	
4B	Collection and analysis of trip blanks, field blanks and equipment blanks?	·	264.97(d) 335.163(4)	
4C	Documentation of analytical results for: i. Laboratory blanks? ii. Standards? iii. Duplicates? iv. Other (specify)	·	335.163(4) 264.97(d)	
5	Are field QC samples compared with field sample results? (NOTE: If concentrations in blanks are greater by an order of magnitude than the field samples, then resampling is recommended.)	·	335.163(4) 264.97(d)	
6	Does the operator critically examine the results to ensure that they have been properly calculated and reported?	·	335.163(4) 264.97(d)	
7	Is the validity and reliability of the laboratory and field generated data ensured by a QA/QC program?	·	335.163(4) 264.97(d)	