



DEPARTMENT OF THE NAVY
NAVAL FACILITIES ENGINEERING COMMAND
1322 PATTERSON AVENUE, SE SUITE 1000
WASHINGTON NAVY YARD DC 20374-5065

IN REPLY REFER TO:

5090
Ser 11007/EV3KPB
3 June 2011

From: Commander, Naval Facilities Engineering Command

Subj: NAVAL FACILITIES ENGINEERING COMMAND (NAVFAC) TIERED
APPROACH FOR DEVELOPING SAMPLING AND ANALYSIS PLANS

Ref: (a) Uniform Federal Policy for Quality Assurance Project Plans (UFP-QAPP)
EPA/505/F-03/001, Mar. 2005

Encl: (1) Naval Facilities Engineering Command – Sampling and Analysis Plans, Update
March 7, 2011

1. This letter provides guidance for developing Naval Facilities Engineering Command (NAVFAC) sampling and analysis plans using a tiered approach. The use and development of the sampling and analysis plans is an integral part of the systematic planning process which is a key element of successful Navy environmental restoration projects.

2. Reference (a) recognizes the use of a graded approach for preparing sampling and analysis plans (SAPs). NAVFAC was tasked with developing a consistent format for implementing the graded process. The result is the two tiered approach which communicates the level of detail required in the SAP in a Tier I and Tier II template. The Tier I template is the most stringent and is in the full 37 worksheet format. The Tier II template was developed to take advantage of the flexibilities in the UFP-QAPP policy and allow for an effective and efficient process for smaller and less complex sites. Enclosure (1) includes information on using the tiered approach and the templates for the Tier I and the Tier II sampling and analysis plans.

3. The points of contact for this matter are Ms. Kim Parker Brown, NAVFAC Head Quarters, who can be reached at kim.brown@navy.mil or (202) 685-0096, Mr. Byron Brant for NAVFAC Atlantic, who can be reached at byron.brant@navy.mil or (757) 322-4786 and Ms. Darlene Ige for NAVFAC Pacific, who can be reached at darlene.ige@navy.mil or (808) 471-9240.


B. P. HARRISON, P.E.
By direction

Subj: NAVAL FACILITIES ENGINEERING COMMAND (NAVFAC) TIERED
APPROACH FOR DEVELOPING SAMPLING AND ANALYSIS PLANS

Distribution:

NAVFAC ATLANTIC
NAVFAC PACIFIC
NAVFAC SOUTHEAST
NAVFAC SOUTHWEST
NAVFAC NORTHWEST
NAVFAC WASHINGTON
NAVFAC MID-ATLANTIC
NAVFAC MID-WEST
NAVFAC HAWAII
NAVFAC MARIANAS
NAVFAC ENGINEERING SERVICE CENTER

Encl 1: Naval Facilities Engineering Command – Sampling and Analysis Plans, Update March 7, 2011
Consists of the following two documents:
UFP-SAP 2010 Tier I Template (2011-02)
UPF-SAP 2011 Tier II Template (2011-02)