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NWS EARLE
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LETTER WORK PLAN PRE-DESIGN INVESTIGATION FOR SITE 13 DEFENSE PROPERTY DISPOSAL OFFICE YARD OPERABLE UNIT 5 (OU 5) WITH TRANSMITTAL NWS EARLE NJ
4/1/2003
TETRA TECH

6710 - 2.1 - 6.1

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PITT-04-3-032

April 11, 2003

Project Number N6710

Ms. Michele DiGeambeardino
Naval Facilities Engineering Command
EFANE (Code EV21/MD)
10 Industrial Highway, Mail Stop #82
Lester, PA 19113-2090

Reference: CLEAN Contract No. N62467D-94-0888
Contract Task Order No. 851

Subject: Transmittal of Letter Work Plan, Pre-Design Investigation
Site 13 – Defense Property Disposal Office Yard (OU-5)
Weapons Station Earle, Colts Neck, New Jersey

Dear Ms. DiGeambeardino:

Enclosed please find one (1) copy of the draft Letter Work Plan, Pre-Design Investigation for the above-referenced site. This letter work plan addresses soil boring, test trenching, wetland delineation, and surveying activities. A separate work plan for sediment sampling activities is being developed. When completed it is anticipated that the sediment sampling work plan will be distributed to regulatory agencies for review and comment. The draft letter work plan has only been sent to Navy personnel.

Copies of this plan have been sent, via this letter, to John Mayhew, EFANE and Larry Burg, NWS Earle.

Should you have any questions, please call me at 412-921-8259 or Bob Mertz (412-921-7617) in our Pittsburgh office.

Sincerely,

Daniel C Witt

Daniel C. Witt, P.E.
Project Manager

DW/kf

Enclosures

c: Mr. Roger Boucher, NORTHDIV (w/o enclosure)
Mr. John Mayhew, EFANE (1 copy)
Mr. Larry Burg, NWS Earle (1 copy)
Mr. John Trepanowski, Tetra Tech NUS, Inc. (1 copy)
Mr. Bob Mertz, Tetra Tech NUS, Inc. (1 copy))
Mr. Ray Willoughby, Tetra Tech NUS, Inc., Riverdale, GA (1 copy)
Project File N6710

6710-2.1-6

Letter Work Plan
Pre-Design Investigation
for
Site 13, Defense Property Disposal Office Yard (OU-5)

NAVAL WEAPONS STATION EARLE
Colts Neck, New Jersey

Engineering Field Activity Northeast
Naval Facilities Engineering Command
Contract Number N62467-94-D-0888
Contract Task Order 0851

April 2003

TETRA TECH NUS, INC.

PRE-DESIGN INVESTIGATION
LETTER WORK PLAN
for
SITE 13 - DEFENSE PROPERTY DISPOSAL OFFICE YARD (OU-5)

NAVAL WEAPONS STATION EARLE
COLTS NECK, NEW JERSEY

COMPREHENSIVE LONG-TERM
ENVIRONMENTAL ACTION NAVY (CLEAN) CONTRACT

Submitted to:
Engineering Field Activity Northeast
Environmental Department, Code EV2
Naval Facilities Engineering Command
10 Industrial Highway, Mail Stop #82
Lester, Pennsylvania 19113-2090

Prepared and Submitted by:
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Contract Number N62467-94-D-0888
Contract Task Order 0851

April 2003

PREPARED UNDER DIRECTION OF:	APPROVED FOR SUBMISSION BY:
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NUMBER

2-1 Summary of Proposed Sampling

FIGURES

NUMBER

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1-3 Site Map, Site 13 – DPDO Yard
2-1 Soil Boring/Test Pit Locations

ACRONYMS

bgs	below ground surface
CLEAN	Comprehensive Long-Term Environmental Action Navy
cm/sec	centimeters per second
COC	chain of custody
CTO	Contract Task Order
DPDO	Defense Property Disposal Office
ESQD	explosive safety quantity distance
FID	flame ionization detector
ft/day	feet per day
HASP	health and safety plan
HI	hazard index
HSA	hollow-stem auger
ID	inside diameter
IDW	investigation-derived waste
IEUBK	Integrated Exposure Uptake Biokinetic (Model)
IR	Installation Restoration
NAD83	New Jersey State Plane Coordinate System, North American Datum of 1983
NAVD 1988	North American Vertical Datum of 1988
NJDEP	New Jersey Department of Environmental Protection
NJAC	New Jersey Administrative Code
NWS	Naval Weapons Station
OU	Operable Unit
oz	ounce
PID	photoionization detector
PDI	pre-design investigation
RI	Remedial Investigation
RME	reasonable maximum exposure
SOP	standard operating procedure
SPT	standard penetration test
TtNUS	Tetra Tech NUS, Inc.
USEPA	Unites States Environmental Protection Agency
USFWS	United States Fish and Wildlife Service
UXO	unexploded ordnance

1.0 INTRODUCTION

The Engineering Field Activity Northeast of the Naval Facilities Engineering Command has issued Contract Task Order (CTO) 0851 to Tetra Tech NUS, Inc. (TtNUS) under Comprehensive Long-Term Environmental Action Navy (CLEAN) Contract No. N62467-94-D-0888. Under CTO 0851, TtNUS has prepared this Letter Work Plan portion of the pre-design investigation (PDI) to perform a field survey, subsurface investigation, and wetland delineation for Site 13 at the Naval Weapons Station (NWS) Earle in support of the remedial design for this site. This investigation is a part of the development of the design for remediation of the Defense Property Disposal Office (DPDO) Yard [Site 13, Operable Unit (OU)-5] at NWS Earle. Sediment sampling and analysis comprise the remainder of the PDI activities and are addressed in a separate document.

1.1 FACILITY DESCRIPTION

NWS Earle is located in Monmouth County in east-central New Jersey. Figure 1-1 shows the location of NWS Earle. It is situated on approximately 11,134 acres and includes a Mainside area, which is approximately 10 miles inland from the Atlantic Ocean at Sandy Hook Bay, and a Waterfront area, which includes an ammunition depot and associated piers. The Mainside and Waterfront areas are linked by a narrow tract of land that serves as a right-of-way for a government road and railroad. Site 13 is located in the Mainside area.

The main entrance to NWS Earle is located off State Route 34, and the entrance to the Waterfront area is located adjacent to State Route 36.

Land use at the Mainside area includes residences, office buildings, workshops and warehouses, recreational areas, open space, and undeveloped land. The majority of the land at the Mainside area is undeveloped and is associated with ordnance operations, production, and storage facilities; the undeveloped land is encumbered by explosive safety quantity distance (ESQD) arcs. The area around the Mainside portion of the Facility includes agricultural areas, vacant land, and low-density residential land.

1.2 SITE DESCRIPTION

This section summarizes pertinent surface feature, geology, and hydrogeology information for NWS Earle and Site 13. This information was obtained from the Feasibility Study (FS) for Site 13 at NWS Earle (TtNUS, 2000). Figure 1-2 shows the Mainside area Installation Restoration (IR) program sites, including Site 13.

NWS Earle is located in the coastal lowlands of Monmouth County, New Jersey, within the Atlantic Coastal Plain Physiographic Province. The Mainside area, which includes Site 13, lies in the outer Coastal Plain, approximately 10 miles inland from the Atlantic Ocean. The Mainside area is relatively flat, with elevations ranging from approximately 100 to 300 feet above mean sea level (MSL). The most significant topographic relief within the Mainside area is Hominy Hills, a northeast-southwest-trending group of low hills located near the center of NWS Earle.

Site 13 is located at least partially within ESQD arcs; therefore, future development at this site is severely restricted.

The DPDO Yard is an area of fill material extending into a marsh near the rail classification yards (Figure 1-3). Activities at the site included storage of scrap metals and batteries and the burial of material, such as cars, trucks, electronic equipment, clothing/shoes, sheet metal, furniture, scrap metal, and batteries. Additionally, batteries were broken open at the site for lead recovery, and acid was drained onto the ground. Because the primary function of this site was scrap metal storage, unexploded ordnance (UXO) is not expected to be present in the fill material; however, ordinance "shapes" have been encountered at this site during previous intrusive activities. Obvious fill material is present at the ground surface at several places across the site. A partial removal of exposed debris was performed by NWS Earle public works employees in the summer of 1997.

1.2.1 Hydrology, Geology, and Hydrogeology

Hydrology

The rivers and streams draining NWS Earle ultimately discharge to the Atlantic Ocean, which is located approximately 10 miles east of the Mainside area. The headwaters and drainage basins of three major Coastal Plain rivers (Swimming, Manasquan, and Shark) originate on the Mainside area. The northern half of the Mainside is in the drainage basin of the Swimming River, and tributaries include Mine Brook, Hockhockson Brook, and Pine Brook. The southwestern portion of the Mainside area drains to the Manasquan River via either Marsh Bog Brook or Mingamahone Brook. The southeastern corner of the Mainside area drains to the Shark River. Both the Swimming River and the Shark River supply reservoirs used for public water supplies.

The surface of Site 13 is flat with little topographic relief. Runoff from the site drains to the marsh to the north and west to a perennial drainage that flows to Hockhockson Brook. A fence surrounds the DPDO Yard, although this fence is not located at the edge of the landfill. The extent of fill material was not clearly defined by previous investigations. The toe of the landfill extends north of the DPDO yard fence into the marsh area and is clearly defined by an abrupt decrease in elevation of several feet between the top of the landfill slope and the marsh.

Geology

NWS Earle is situated in the Coastal Plain Physiographic Province of New Jersey. The New Jersey Coastal Plain is a seaward-dipping wedge of unconsolidated Cretaceous to Quaternary sediments deposited on a pre-Cretaceous basement-bedrock complex. The Coastal Plain sediments are primarily composed of clay, silt, sand, and gravel and were deposited in continental, coastal, and marine environments. The sediments generally strike northeast-southwest and dip to the southeast at a rate of 10 to 60 feet per mile. The approximate thickness of these sediments beneath NWS Earle is 900 feet. The pre-Cretaceous complex consists mainly of Pre-Cambrian and lower Paleozoic crystalline rocks and metamorphic schists and gneisses. The Cretaceous to Miocene Coastal Plain Formations are either exposed at the surface or subcrop in a banded pattern that roughly parallels the shoreline. The outcrop pattern is caused by the erosional truncation of the dipping sedimentary wedge. Where these formations are not exposed, they are covered by essentially flat-lying Post-Miocene surficial deposits.

Regional mapping places Site 13 within the outcrop area of the Vincentown Formation, which ranges between 10 and 130 feet in thickness in the NWS Earle area. The lithology of the sediments encountered in the on-site borings generally agrees with the published description of the Vincentown Formation. In general, the borings encountered alternating beds of yellowish-brown to brown, micaceous, silty, fine- to medium-grained sand and olive, glauconitic, silty sand and sand.

Hydrogeology

Groundwater classification areas are defined under New Jersey Department of Environmental Projection (NJDEP) Water Technical Programs Groundwater Quality Standards in New Jersey Administrative Code (NJAC) 7:9-6. The Mainside area is located in the Class II-A: Groundwater Supporting Potable Water Supply area. Class II-A includes those areas where groundwater is an existing source of potable water with conventional water supply treatment or is a potential source of potable water. In the Mainside area, in general, the deeper aquifers are used for public water supplies and the shallower aquifers are used for domestic supplies.

Groundwater in the Vincentown aquifer beneath Site 13 occurs under unconfined conditions and is encountered at approximately 3 to 11 feet below ground surface (bgs). The direction of shallow groundwater flow in the aquifer is north-northwest. There does not appear to be a significant seasonal variation in groundwater flow direction. The hydraulic conductivity calculated for monitoring well MW13-04 is 2.64×10^{-5} centimeters per second (cm/sec) [0.75 feet per day (ft/day)].

1.3 SUMMARY OF RISKS

The results of the remedial investigations (RIs) were evaluated using United States Environmental Protection Agency (USEPA) guidance and directives to gauge potential impacts from Site 13 conditions on human health and the environment. The results of the baseline human health risk assessment concluded that reasonable maximum exposure (RME) cancer risk estimates for future residents consuming and exposed to groundwater from beneath the site exceeded the target maximum acceptable risk range. The estimated human health risk for the future industrial (groundwater) exposure scenario was at the upper end of the target maximum acceptable risk range. Arsenic and vinyl chloride were the principle compounds of concern in Site 13 groundwater that contributed to the estimated cancer risks in these exposure scenarios. Noncancer risks estimated for future residential and future industrial (groundwater) exposure scenarios exceeded 1.0, the cutoff value below which adverse noncarcinogenic effects are not expected to occur. Arsenic, cadmium, and iron were the principle compounds of concern in Site 13 groundwater that contributed to the estimated hazard indices (HIs) greater than 1.0 for this exposure scenario. Lead concentrations encountered at Site 13 during the RIs were below the USEPA guideline concentrations and would not be expected to be associated with increased blood levels based on the results of the Integrated Exposure Uptake Biokinetic (IEUBK) Lead Model (USEPA, 1994).

1.4 LETTER WORK PLAN CONTENTS

Section 1.0 provides information on the physical properties of Site 13, the site risks, and the objectives of this Letter Work Plan. Section 2.0 details the scope of work to be conducted for the PDI. Section 3.0 provides guidance and procedures on conducting the field activities for the scope of work proposed in this Letter Work Plan.

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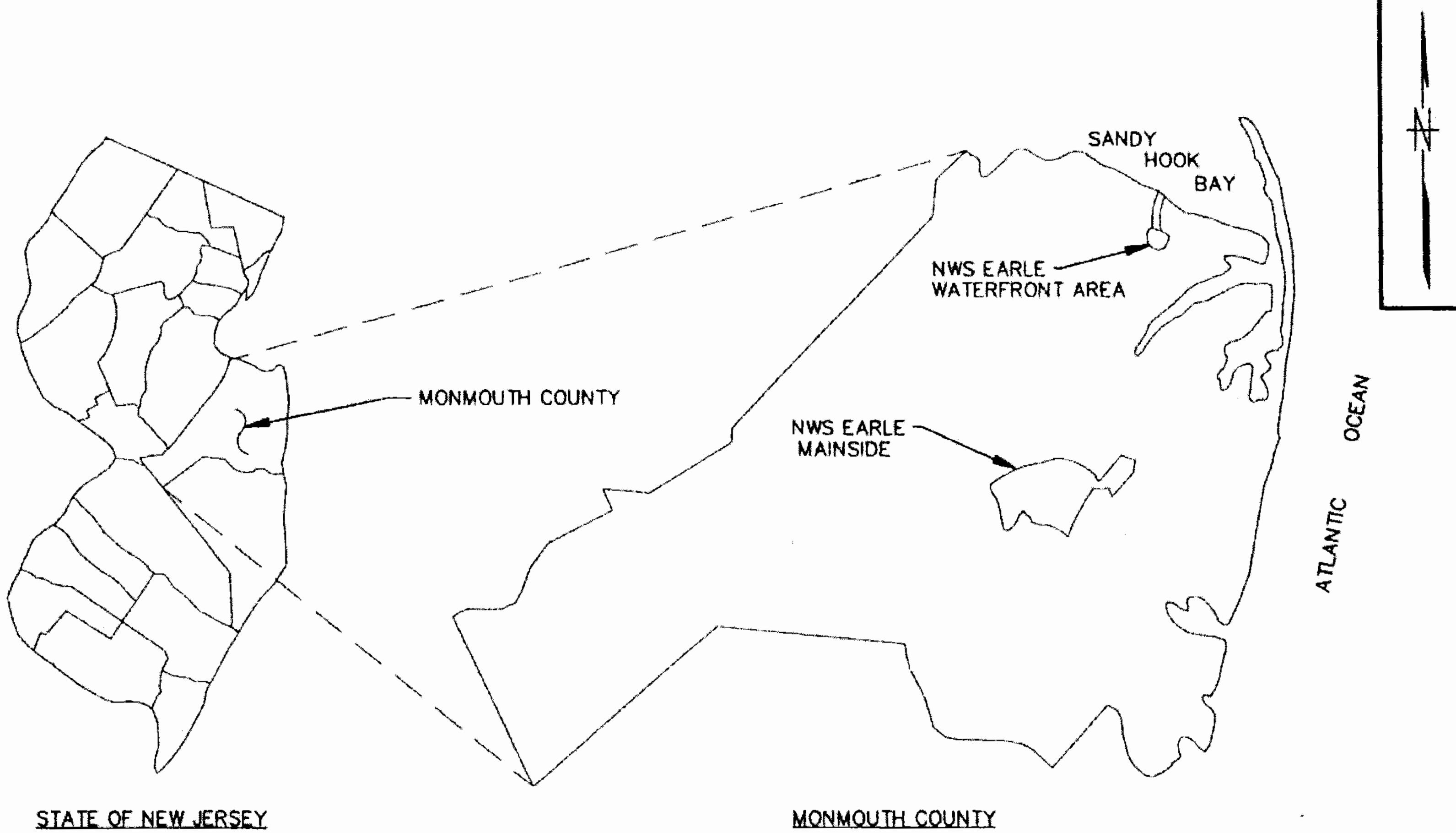

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COST/SCHED-AREA		APPROVED BY	DATE
SCALE NOT TO SCALE		DRAWING NO. FIGURE 1-1	REV. 0

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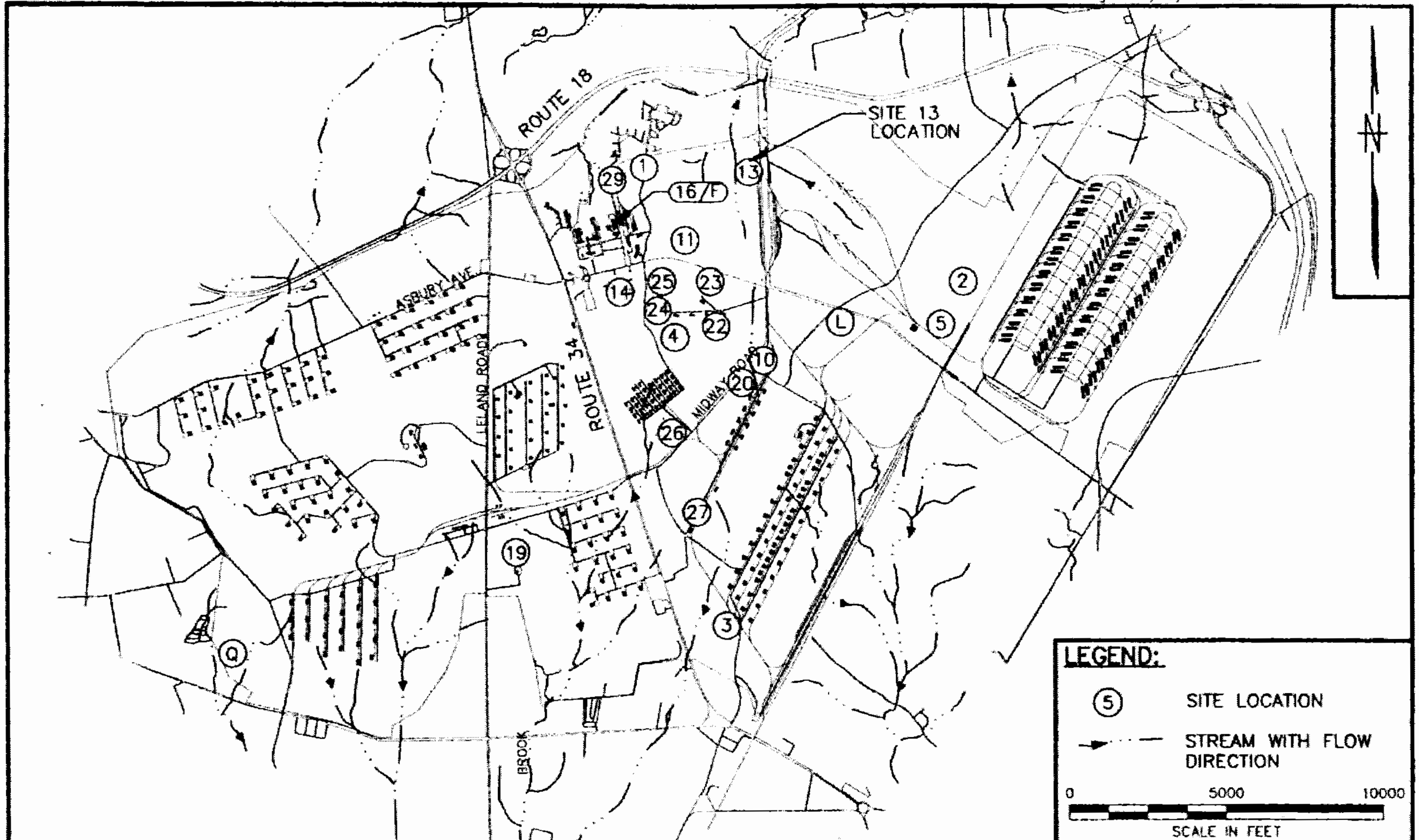

DRAWN BY HJB	DATE 4/10/03	Tetra Tech NUS, Inc.	CONTRACT NO. 6710	OWNER NO. 0851
CHECKED BY	DATE	MAINSIDE IR SITE LOCATIONS NAVAL WEAPONS STATION EARLE COLTS NECK, NEW JERSEY	APPROVED BY David C Witt	DATE 4/10/03
COST/SCHED-AREA			APPROVED BY	DATE
SCALE AS NOTED			DRAWING NO. FIGURE 1-2	REV. 0

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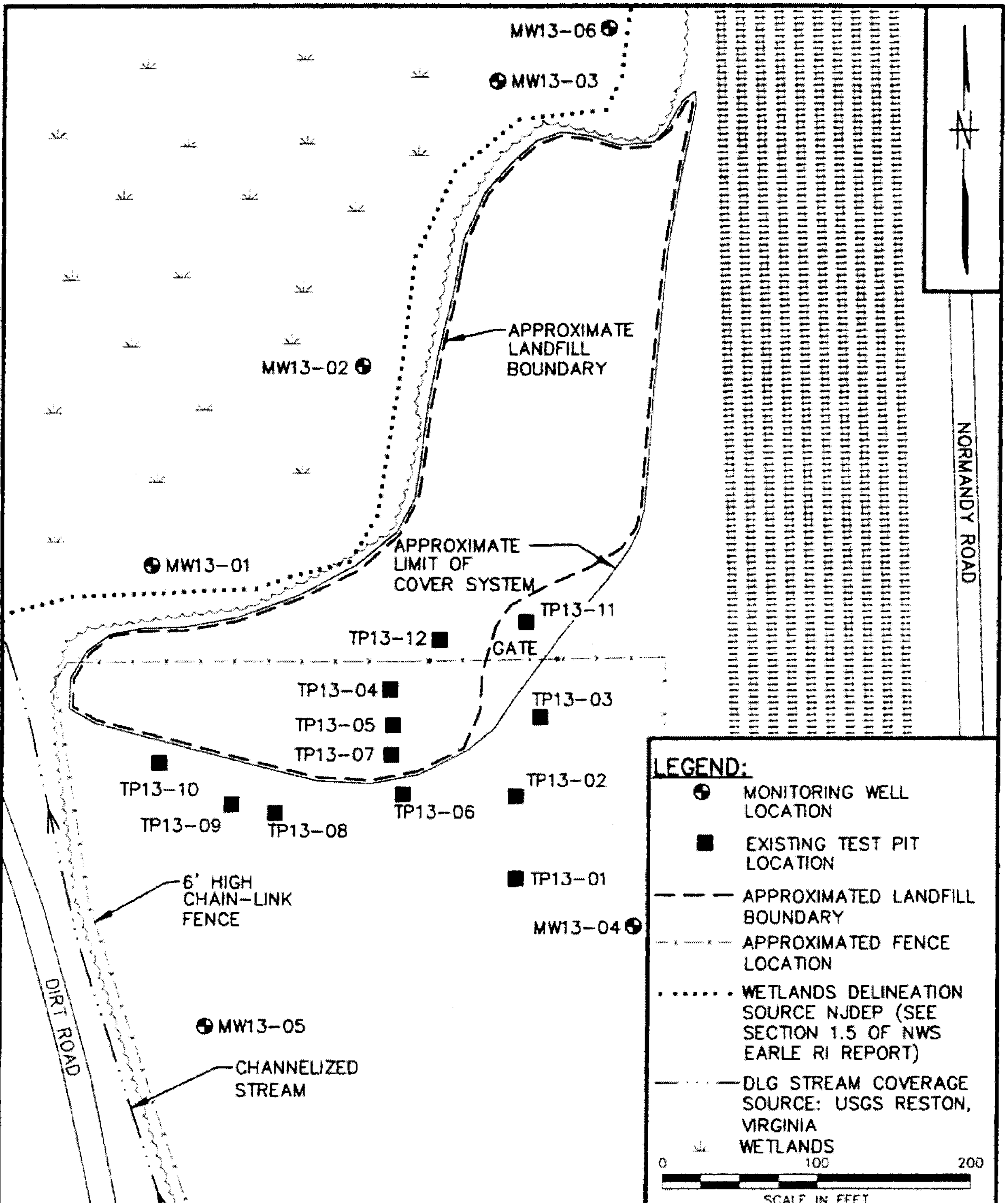

DRAWN BY HJB / DATE 4/10/03	Tetra Tech NUS, Inc.	CONTRACT NO. 6710	OWNER NO. 0851
CHECKED BY / DATE	SITE MAP SITE 13 – DPDO YARD NAVAL WEAPONS STATION EARLE COLTS NECK, NEW JERSEY	APPROVED BY David C. Whitt / DATE 4/10/03	
COST/SCHED-AREA		APPROVED BY / DATE	
SCALE AS NOTED		DRAWING NO. FIGURE 1-3	REV. 0

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2.0 SCOPE OF WORK

The scope of work described in this PDI Letter Work Plan includes topographic and point surveys, test trenches, soil borings, and wetland delineation.

2.1 TOPOGRAPHIC AND POINT SURVEYS

Topographic surveying of the ground surface and physical features of the site and point surveying of the soil boring locations, test trench locations, wetland delineation stakes/flagging, and sediment sampling locations will be conducted by a New Jersey licensed surveyor. The topographic mapping will include Site 13, the area within 50 feet (average) of the Site 13 limits presented in the FS, and 500 feet of channelized stream upstream (south) of Site 13. The topographic survey of Site 13 and contiguous area and the channelized stream will provide coverage of approximately 3.4 acres and 0.6 acre, respectively. The surveyor will also install a permanent benchmark near Site 13. The survey will use the New Jersey State Plane Coordinate System, North American Datum of 1983 (NAD83)] and the North American Vertical Datum of 1988 (NAVD 1988).

2.2 SOIL BORINGS

Three soil borings will be installed within the landfill area to characterize the subsurface conditions at Site 13. Figure 2-1 shows the proposed soil boring locations. Soil borings SB13-07 and SB13-09 will be advanced to 25 feet bgs, and soil boring SB13-08 will be advanced to approximately 50 feet bgs. The soil borings will be advanced using hollow-stem augers (HSAs), and with standard penetration tests (SPTs) using split-barrel samplers will be performed continuously for the first 10 feet and at 5-foot intervals thereafter. Representative samples will be obtained from each split-barrel sampler and placed in glass jars. A total of 10 soil samples, including three each from borings SB13-07 and SB13-09 and four from SB13-08, will be submitted to a geotechnical laboratory for analysis. Table 2-1 provides a summary of the analysis to be performed by the geotechnical laboratory. The sample depth intervals provided on Table 2-1 are target depths only and may change based on field observations as described in Section 3.2

Soil borings that encounter obstructions, auger refusal, or flowing sands will be terminated and grouted. Upon completion , all soil borings will be tremie grouted with cement/bentonite from the bottom of the boring to ground surface.

2.3. TEST TRENCHES

Test trenches will be excavated to define the lateral extent of landfill material at Site 13 along the western, northern, and eastern boundaries. The test trenches excavated on the western and northern perimeter will also be excavated to determine the thickness of fill material because this material will likely be excavated and consolidated under the cap during the remedial action.

The test trenching activities will consist of installing five test trenches along the northern and eastern perimeter of Site 13 near the railroad tracks (TP13-13 through TP13-17) and 3 test trenches on the western perimeter of Site 13 adjacent to the wetlands (TP13-18 through TP13-20) using a hydraulic excavator. Figure 2-1 shows the proposed test trench locations. Site 13 waste limits will be determined based on visual observation for industrial waste in the test trench bottoms, sidewalls, and spoils. No samples will be collected from the excavations for laboratory analysis.

2.4 WETLAND DELINEATION

The wetlands at NWS Earle have been identified on statewide wetland maps prepared as general guidance by NJDEP. However, the wetlands have not yet been formally delineated for regulatory verification by NJDEP or for review by natural resource trustees. A site-specific wetland delineation will therefore be performed as part of the PDI at Site 13.

The wetland delineation will include Site 13, the contiguous area within 50 feet of the Site 13 limits as presented in the FS (TtNUS, 2000), and 500 feet of the channelized stream upstream (south) of Site 13. The wetland delineation will be performed in accordance with the New Jersey Wetland Protection Act (NJAC 7:7A) and the Federal Manual for Identifying and Delineation of Jurisdictional Wetlands (USFWS, 1989). The wetland delineation will be submitted to NJDEP, and a Letter of Interpretation verifying the accuracy of the delineation for regulatory purposes will be requested from NJDEP.

TABLE 2-1

SUMMARY OF PROPOSED SAMPLING
LETTER WORK PLAN
PRE-DESIGN INVESTIGATION
SITE 13 - DPDO YARD
NWS EARLE
COLTS NECK, NJ

Sample Location	Sample Identification	Sample Interval [1] (feet bgs)	Geotechnical Laboratory Analysis				Sample Volume [2]
			Soil Classification ASTM D2487	Grain Size Distribution ASTM D422	Atterberg Limits ASTM D4318	Organic Content ASTM D2974	
SB13-07	SB13-07-0810	8-10	●	●	●	●	16 oz
	SB13-07-1315	13-15	●	●	●		16 oz
	SB13-07-2325	23-25	●	●	●		16 oz
SB13-08	SB13-08-0810	8-10	●	●	●		16 oz
	SB13-08-1820	18-20	●	●	●	●	16 oz
	SB13-08-2830	28-30	●	●	●		16 oz
	SB13-08-4345	43-45	●	●	●		16 oz
SB13-09	SB13-09-0810	8-10	●	●	●	●	16 oz
	SB13-09-1315	13-15	●	●	●		16 oz
	SB13-09-2325	23-25	●	●	●		16 oz

1 The actual sample interval(s) to be submitted for geotechnical geotechnical laboratory analysis may change based on the field observations.

2 Container type is either wide mouth plastic or glass.

3 The analytical method shall be identified on the chain of custody.

bgs - Below ground surface.

Note: Last four digits of sample identification correspond to sample depth.

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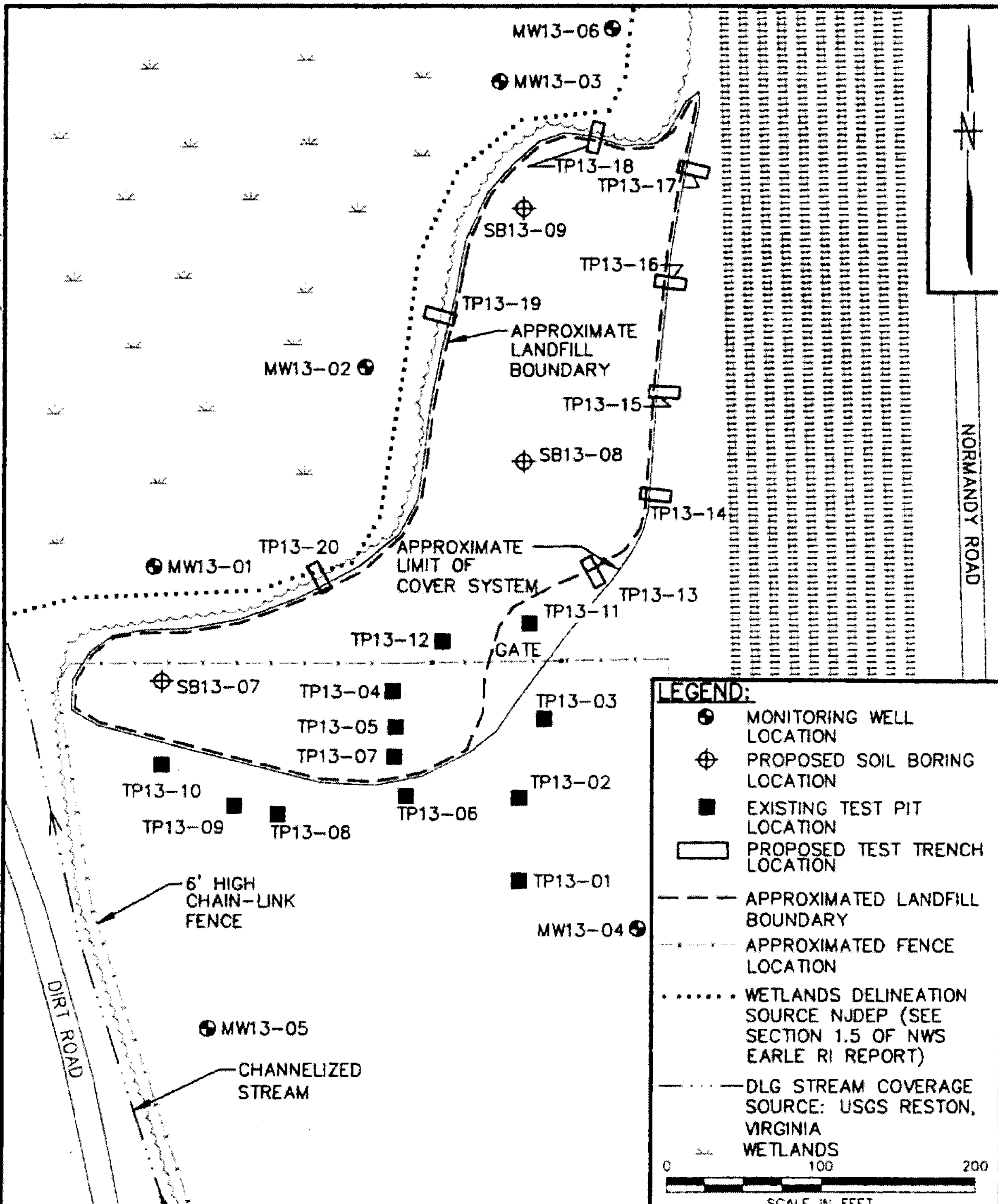

DRAWN BY HJB / DATE 4/10/03	Tetra Tech NUS, Inc.	CONTRACT NO. 6710	OWNER NO. 0851
CHECKED BY / DATE	SOIL BORING/TEST PIT LOCATIONS SITE 13 – DPDO YARD NAVAL WEAPONS STATION EARLE COLTS NECK, NEW JERSEY	APPROVED BY [signature] DATE 4/10/03	
COST/SCHED-AREA		APPROVED BY / DATE	
SCALE AS NOTED		DRAWING NO. FIGURE 2-1	REV. 0

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3.0 FIELD ACTIVITIES AND PROCEDURES

The field activities associated with the PDI are described in this section. A summary table and corresponding figures have been provided in Sections 1 and 2.

The required sampling locations, sample identification, analytical methods, and container requirements for the geotechnical laboratory are provided in Table 2-1. Figure 2-1 identifies the location of the proposed soil borings and test trenches.

The field activities will include the following tasks:

- Mobilization/demobilization
- Soil boring installation and sampling
- Test trench excavation
- Decontamination
- Sample handling
- Sample custody
- Equipment calibration

The project-specific health and safety plan (HASP) is provided in Appendix A. Field forms to be used throughout the project are provided in Appendix B. The ASTM D2488 method for visual-manual soil description is provided in Appendix C. TtNUS standard operating procedures (SOPs) are provided in Appendix D.

During all test trench excavation and soil boring activities there will be continuous on-site UXO screening by a trained specialist in accordance with TtNUS SOP HS-2.0.

3.1 MOBILIZATION/DEMOBILIZATION

TtNUS will prepare specifications and obtain subcontractors for the survey, drilling/test trenching, and geotechnical laboratory analyses. All field team members will review the Letter Work Plan and the HASP prior to the initiation of PDI field activities. In addition, a field team orientation meeting will be held to familiarize personnel with the scope of the field activities.

All site restoration activities will be performed by TtNUS subcontractors. Site restoration will include, but may not be limited to, regrading of areas where field activities were performed and general clean-up of investigation-related materials. The utilities will be cleared in accordance with TtNUS SOP HS-1.0 and with the assistance of Base personnel and the New Jersey One Call Service, which can be reached at 1-800-272-1000. Hot work permits will be required daily and can be obtained from the Fire Department on the Mainside area of NWS Earle.

3.2 SOIL BORINGS

A total of three soil borings, SB-07 through SB13-09, will be drilled using HSA techniques in general accordance with TtNUS SOP GH-1.3. The HSA will have a minimum inside diameter (ID) of 3 1/4 inches or larger to accommodate split-spoon sampling through the center of the augers. Soil borings that encounter obstructions, auger refusal, or flowing sands will be terminated and grouted and then redrilled within approximately 5 feet of the original soil boring location.

A soil boring log will be completed for each boring by the field geologist. The soil borings will be advanced using HSA with SPT performed continuously for the first 10 feet (i.e., 0 to 2 feet, 2 to 4 feet, ... 8 to 10 feet) and at 5-foot intervals thereafter (i.e., 13 to 15 feet, 18 to 20 feet, 23 to 25 feet, ... 48 to 50 feet). Split-spoons will be collected as referenced in specification ASTM D1586 and logged in accordance with TtNUS SOP GH1-5. Split-spoon samplers will have a minimum ID of 2 inches and will be at least 2 feet long. The split-spoon sampler will be driven to the required depth with a drill rig-mounted hammer weighing 140 pounds and falling 30 inches. All samples obtained from the boreholes will be screened with a flame ionization detector (FID) or a photoionization detector (PID) immediately upon opening, and periodic screening of the borehole cuttings with an FID or PID will also be conducted. FID or PID readings from samples and cuttings will be recorded on the boring logs. An aliquot [a minimum of 16 ounce (oz) volume] from each split-spoon samples collected during the soil boring activities will be placed into a jar following sample retrieval, and the field (visual) classification (in accordance with ASTM D2488) will be recorded on the soil boring log sheet. Each jar will be labeled with the soil sample identification, sample date, and sample depth interval. Lids will be placed on the jars to reduce moisture loss. All sample jars will be maintained on site until samples are selected for geotechnical laboratory testing. Selection of samples for geotechnical laboratory analysis will be based on field observations of changes in lithologic conditions at the site. In general, samples will be selected for analysis from each lithologic unit encountered at the site.

After the borings have been advanced to the desired depth, they will be backfilled with grout consisting of 94 pounds of Portland cement (95 percent) and 5.0 pounds of high grade bentonite (5 percent), mixed with 8.3 gallons of water in accordance with Appendix I of NJDEP's Alternative Ground Water Sampling Techniques Guide (July 1994). The grout will be placed by pressure grouting from the bottom of the boring to the ground surface with a tremie pipe. The location of each soil boring will be staked and clearly marked with the boring number to be surveyed at a later date.

The type and number of geotechnical laboratory tests will be in accordance with Table 2-1 of this Letter Work Plan. Soil samples contained in jars that are not shipped from the site for geotechnical laboratory testing will disposed into test trenches within the limits of Site 13 to be excavated as part of PDI activities. Soil boring activities must therefore precede test trenching activities.

3.3 TEST TRENCHES

Eight test trenches will be excavated during the field work for the PDI. General methods provided in TtNUS SOP SA-1.3 will be followed for test trench excavation. Under no circumstances will personnel be permitted to enter the test trenches, and test trenches will be backfilled before completion of each day's work activities. A test trench log will be completed for each test trench by the field geologist. The trenches will have dimensions of approximately 20 feet long (the length may be extended to delineate the limit of waste) by the width of the excavator bucket. The test trenches along the northern and western perimeter will be excavated to a depth below the waste to determine the thickness of the fill material. The trenches on the eastern perimeter of the landfill will be excavated until the lateral extent of industrial waste is determined not to exceed a depth of 12 feet. The location of the test trenches will be staked in the field prior to excavation. After the test trenches have been excavated and possibly moved to delineate the limits of waste, the final locations of the test trenches will be re-staked and surveyed.

3.4 INVESTIGATION-DERIVED WASTE DISPOSAL

3.4.1 Drill Cuttings and Test Trench Spoils

All drill cuttings will be placed in the test trenches prior to backfilling. The PDI soil boring activity will also generate investigation-derived waste (IDW) consisting of soil samples in a glass jar not selected for geotechnical laboratory testing. The glass jars will be placed in the test trenches prior to backfilling. The test trench spoils generated will be placed in the trench from which they were excavated in accordance with the TtNUS SOP SA-1.3.

3.4.2 Decontamination Fluid

Decontamination fluids from high-pressure washing of drilling equipment will be allowed to percolate into the ground at the site of the activity.

3.5 DECONTAMINATION

Major equipment (e.g., drilling rig, downhole drilling equipment, hydraulic excavator) will be cleaned with high-pressure steam with water from a non-treated, Navy-approved source prior to beginning work, between boreholes or trenches, any time the equipment leaves the site prior to completing a boring or test trench, and at the conclusion of the drilling/test trenching program. All equipment used for collecting samples (split spoons and trowels) will be decontaminated both prior to sampling and between samples with soap (Liquinox or equivalent) and water and allowed to air dry. All decontamination activities will take place at the Site 13 area.

3.6 SURVEYING

Topographic survey and surveying of the soil borings, test trenches, sediment sample locations, and wetland delineation stakes will be conducted by a New Jersey licensed surveyor following PDI field activities.

3.7 SAMPLE HANDLING

Sample handling includes the field-related consideration of selection of sample containers, preservatives, and allowable holding times. Sample identification, packaging, and shipping are outlined in TtNUS SOP SA-6.1. A summary of the sample information for the Site 13 PDI is provided in Table 2-1.

3.7.1 Field Documentation

Sample documentation consists of the completion of chain-of-custody (COC) reports, equipment calibration logs, sample logs, and boring logs. In addition, the master Site Logbook (see SOP SA-6.3) serves as the overall record of field activities. Information recorded daily in the master Site Logbook includes weather conditions, identity and arrival and departure times of personnel, management issues, etc. Various field notebooks are also maintained (i.e., each geologist supervising drilling operations at a sampling location).

3.7.2 Sample Nomenclature

Each sample collected at Site 13 will be assigned a unique tracking number. The sample number designation includes the indication of the sample matrix (e.g., SB - soil), site number, boring number, and the four digit sampling interval depth. Sample identification numbers for soil samples to be collected as part of PDI activities are provided on Table 2-1.

3.7.3 Documentation, Sampling, Packaging, and Shipping

Samples will be packaged and shipped in accordance with TtNUS SOP SA-6.1.

3.8 SAMPLE CUSTODY

Custody of samples must be maintained and documented at all times. The chain-of-custody process begins with the collection of the samples in the field and ends with disposal by the laboratory. The TtNUS SOP SA-6.1 further explains the chain-of-custody procedures.

3.9 EQUIPMENT CALIBRATION

Field equipment used during this project will be calibrated and operated in accordance with the manufacturer's instructions. Calibration will be documented on an Equipment Calibration Log. During calibration, an appropriate maintenance check will be performed on each piece of equipment. If damaged or defective parts are identified during the maintenance check and it is determined that the damage could have an impact on the instrument's performance, the instrument will be removed from service until the defective parts are repaired or replaced.

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- ASTM 2000. D2487-00 "Standard Classification of Soils for Engineering Purposes (Unified Soil Classification System)".
- ASTM, 2000. D2488-00 "Standard Classification of Soils for Description and Identification of Soils (Visual-Manual Procedure)".
- ASTM, 2000. D2974-00 "Standard Test Methods for Moisture, Ash, and Organic Matter of Peat and Other Organic Soils".
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- TtNUS, 1999. SOP GH-1.5 "Borehole and Sample Logging". June.
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APPENDIX A

PROJECT-SPECIFIC HEALTH AND SAFETY PLAN

Health and Safety Plan
for
Pre-Design Investigation Work Plan
at
Naval Weapons Station Earle
Colts Neck, New Jersey

Engineering Field Activity Northeast
Naval Facilities Engineering Command
Contract Number N62467-94-D-0888
Contract Task Order 0851

April 2003

HEALTH AND SAFETY PLAN
FOR
PRE-DESIGN INVESTIGATION WORK PLAN
NAVAL WEAPONS STATION EARLE
COLTS NECK, NEW JERSEY

COMPREHENSIVE LONG-TERM
ENVIRONMENTAL ACTION NAVY (CLEAN) CONTRACT

Submitted to:

Engineering Field Activity Northeast
Environmental Branch, Code 18
Naval Facilities Engineering Command
10 Industrial Highway, Mail Stop No. 82
Lester, Pennsylvania 19113-2090

Submitted by:
TetraTech NUS, Inc.
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Pittsburgh, Pennsylvania 15220-2745

CONTRACT NUMBER N62467-94-D-0888
CONTRACT TASK ORDER 0851

APRIL 2003

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1.0 INTRODUCTION

This Health and Safety Plan (HASP) provides practices and procedures for Tetra Tech NUS, Inc. (TtNUS) and subcontractor personnel engaged in environmental investigation activities at the Naval Weapons Station (NWS) Earle in Colts Neck, Monmouth County, New Jersey. This HASP must be used in conjunction with the TtNUS Health and Safety Guidance Manual. Both of these documents must be present at the site during the performance of site activities. The Guidance Manual provides detailed information pertaining to the HASP as well as applicable TtNUS Standard Operating Procedures (SOPs). This HASP and the contents of the Guidance Manual were developed to comply with the requirements stipulated in 29 CFR 1910.120 (Occupational Safety and Health Administration's [OSHA's] Hazardous Waste Operations and Emergency Response Standard); OSHA's Construction Industry Standards, 29 CFR 1926; and NWS Earle procedures and protocol, as they may apply.

This HASP has been developed using the latest available information regarding known or suspected chemical contaminants and potential physical hazards associated with the proposed work at the site. The HASP will be modified if new information becomes available. All changes to the HASP will be made with the approval of the TtNUS Project Health and Safety Officer (PHSO) and the TtNUS Health and Safety Manager (HSM). Requests for modifications to the HASP will be directed to the PHSO, who will determine if the changes are necessary. The PHSO will notify the Project Manager (PM), who will notify affected personnel of changes.

1.1 KEY PROJECT PERSONNEL AND ORGANIZATION

This section defines responsibility for site safety and health for TtNUS and subcontractor employees engaged in onsite activities. Personnel assigned to these positions will exercise the primary responsibility for onsite health and safety. These persons will be the primary point of contact for questions regarding the safety and health procedures and the selected control measures that are to be implemented for onsite activities.

- The TtNUS PM is responsible for the overall direction of health and safety for this project.
- The PHSO is responsible for developing this HASP in accordance with applicable OSHA regulations. Specific responsibilities include:

  i. Providing information regarding site contaminants and physical hazards associated with the site.
  ii. Establishing air monitoring and decontamination procedures.
  iii. Assigning personal protective equipment (PPE) based on task and potential hazards.

iv. Determining emergency response procedures and emergency contacts.

v. Stipulating training requirements and reviewing appropriate training and medical surveillance certificates.

vi. Providing standard work practices to minimize potential injuries and exposures associated with hazardous waste work.

vii. Modify this HASP, as it becomes necessary.

- The TtNUS Field Operations Leader (FOL) is responsible for implementation of the HASP with the assistance of an appointed Site Safety Officer (SSO). The FOL manages field activities, executes the Work Plan, and enforces safety procedures as applicable that plan.
- The SSO supports site activities by advising the FOL on aspects of health and safety onsite. These duties may include:

i. Coordinates health and safety activities with the FOL.

ii. Selects, applies, inspects, and maintains PPE.

iii. Establishes work zones and control points in areas of operation.

iv. Implements air monitoring program for onsite activities.

v. Verifies training and medical clearance of onsite personnel status in relation to site activities.

vi. Implements Hazard Communication, Respiratory Protection Programs, and other associated health and safety programs as they may apply to site activities.

vii. Coordinates emergency services.

viii. Provides site-specific training for onsite personnel.

ix. Investigates accidents and injuries (see Attachment I - Illness/Injury Reporting Procedure and Form)

x. Provides input to the PHSO regarding the need to modify, this HASP, or applicable health and safety associated documents as per site-specific requirements.

- Compliance with the requirements stipulated in this HASP is monitored by the SSO and coordinated through the TtNUS HSM.

1.2 SITE INFORMATION AND PERSONNEL ASSIGNMENTS

Site Name: NWS Earle
EFANE RPM: Michele DiGeambeardino
Site Contact: Lawrence Burg

Address: 201Highway 34 South Colts Neck, NJ
Phone Number: (610) 595-0567 (Ext. 117)
Phone Number: (732) 866-2621

Scheduled Activities: Site activities that will be addressed in this HASP include excavation of test trenches, soil boring and split spoon sampling, sediment sampling, wetlands delineation, and surveying activities. Further details on these and other site tasks are in Section 4 of this HASP.

Dates of scheduled activities: Site activities will begin in the Spring of 2003.

Project Team:

TtNUS Management Personnel:	Discipline/Tasks Assigned:
Daniel C. Witt, P.E.	Project Manager
TBA	Field Operations Leader (FOL)
TBA	Project Geologist
Matthew M. Soltis, CIH, CSP	Health and Safety Manager
Donald J. Westerhoff, CSP	Project Health and Safety Officer (PHSO)
TBA	Site Safety Officer (SSO)

Other Potential TtNUS Project Personnel:

Tom Patton	Equipment Manager

Non-TtNUS Personnel	Affiliation/Discipline/Tasks Assigned
TBA	Excavation contractor
TBA	Drilling contractor
TBA	Analytical Laboratory
TBA	Surveying contractor

Hazard Assessment (for purpose of 29 CFR 1910.132) for HASP preparation has been conducted by:
Donald J. Westerhoff, CSP

2.0 EMERGENCY ACTION PLAN

2.1 INTRODUCTION

This section is to direct and guide field personnel in the event of an emergency. All site activities are coordinated with the client contacts. In the event of an onsite emergency, personnel will evacuate to a safe place of refuge and notify the NWS Earle Emergency Coordinator who is the Fire Chief. The NWS Earle emergency staff will coordinate on-site activities. They are the only authorized emergency responders who provide service in emergency situations. TtNUS and subcontractor personnel will notify the NWS Earle Emergency Dispatcher and only provide initial or incipient stage emergency response measures. Workers who are ill or who have suffered a non-serious injury may be transported by site personnel to nearby medical facilities, provided that such transport does not aggravate or further endanger the welfare of the injured or ill person. The NWS Earle emergency response agencies listed in this plan are fully capable of providing the most effective response, and as such, are designated as the primary responders. These agencies are located within a reasonable distance from the area of site operations, which ensures adequate emergency response time. The TtNUS Project Manager and HSM are to be notified in the event of an onsite incident. This Emergency Action Plan conforms to the requirements of 29 CFR 1910.38(a), as allowed in 29 CFR 1910.120(l)(1)(ii).

TtNUS will, through necessary services, provide the following emergency action measures:

- Incipient stage fire-fighting support and prevention
- Incipient spill control and containment measures and prevention
- Removal of personnel from emergency situations
- Initial medical support for injuries or illnesses requiring basic first aid
- Site control and security measures as necessary

2.2 PRE-EMERGENCY PLANNING

Through the initial hazard/risk assessment effort, emergencies resulting from chemical, physical, or fire hazards are the types of emergencies that could be encountered during site activities.

To minimize and eliminate the potential for these emergency situations, pre-emergency planning activities will include the following (which are the responsibility of the SSO and/or the FOL):

- Coordinating with local Emergency Response personnel to ensure that TtNUS emergency action activities are compatible with existing emergency response procedures. NWS Earle Fire Protection and Emergency Services will be notified about scheduled events and activities. This is most imperative in situations where their services may be required.

- Establishing and maintaining information at the project staging area (support zone) for easy access in the event of an emergency. This information will include the following:
  - Chemical inventory (of chemicals used onsite), with Material Safety Data Sheets (MSDSs).
  - Onsite personnel medical records (Medical Data Sheets).
  - A log book identifying personnel onsite each day.
  - Hospital route map with directions (these should also be placed in each site vehicle).
  - Emergency notification - phone numbers.

The TtNUS FOL will be responsible for the following tasks:

- Identifying a chain of command for emergency action.
- Educating site workers to the hazards and control measures associated with planned activities at the site, and providing early recognition and prevention, where possible.
- Periodically performing practice drills to ensure site workers are familiar with incidental response measures.
- Providing the necessary equipment to safely accomplish identified tasks.

2.3 EMERGENCY RECOGNITION AND PREVENTION

2.3.1 Recognition

Emergency situations that may be encountered during site activities will generally be recognized by visual observation. Visual observation is primarily relevant for physical hazards that may be associated with the proposed scope of work. Visual observation will also play a role in detecting some chemical hazards. To adequately recognize chemical exposures, site personnel must have a clear knowledge of signs and symptoms of exposure associated with site contaminants. This information is provided in Table 6-1. Tasks to be performed at the site, potential hazards associated with those tasks, and the recommended control methods are discussed in detail in Sections 5.0 and 6.0. Additionally, early recognition of hazards will be supported by daily site surveys to eliminate a situation predisposed to an emergency. The FOL and/or the SSO will be responsible for performing surveys of work areas before initiating site operations and periodically while operations are being conducted. Findings will be documented by the FOL and/or the SSO in the Site Health and Safety logbook; however, site personnel will be responsible for reporting hazardous situations. Where potential hazards exist, TtNUS will initiate control measures to prevent adverse effects to human health and the environment.

The above actions will provide early recognition for potential emergency situations and allow TtNUS to initiate necessary control measures. However, if the FOL and the SSO determine that control measures are not sufficient to eliminate the hazard, TtNUS will withdraw from the site and notify the appropriate response agencies listed in Table 2-1.

2.3.2 Prevention

TtNUS and subcontractor personnel will minimize the potential for emergencies by following the Health and Safety Guidance Manual and ensuring compliance with the HASP and applicable OSHA regulations. Daily site surveys of the work areas will also assist in the prevention of illness/injuries by identifying potential hazards and initiating appropriate control measures. The FOL or SSO will conduct these surveys at the beginning of each workday.

2.4 EVACUATION ROUTES, PROCEDURES, AND PLACES OF REFUGE

An evacuation will be initiated whenever recommended hazard controls are insufficient to protect the health, safety, or welfare of site workers. Specific examples of conditions that may initiate an evacuation include, but are not limited to, the following: severe weather conditions; fire or explosion; monitoring instrumentation readings that indicate levels of contamination are greater than established action levels; and evidence of personnel overexposure to potential site contaminants.

In the event of an emergency requiring evacuation, personnel will immediately stop activities and report to the designated safe place of refuge unless doing so would pose additional risks. When evacuation to the primary place of refuge is not possible, personnel will proceed to a designated alternate location and remain until further notification from the TtNUS FOL. Other safe places of refuge will be identified before the commencement of site activities by the SSO and will be conveyed to personnel as part of the pre-activities training session. This information will be reiterated during daily safety meetings. Whenever possible, the safe place of refuge will also serve as the telephone communications point for that area. During an evacuation, personnel will remain at the refuge location until directed otherwise by the TtNUS FOL or the On-scene Incident Commander. The FOL or the SSO will perform a head count at this location to account for and to confirm the location of site personnel. Emergency response personnel will be immediately notified of unaccounted personnel. The SSO will document the names of personnel onsite (on a daily basis) in the site Health and Safety Logbook. This information will be used to perform the head count in the event of an emergency.

Evacuation procedures will be discussed during the pre-activities training session before the initiation of project tasks. Evacuation routes from the site and safe places of refuge are dependent on the location at which work is being performed and the circumstances under which an evacuation is required. Additionally, site location and meteorological conditions (i.e., wind speed and direction) may dictate evacuation routes. As a result, assembly points will be selected and communicated to the workers relative to the site location where work is being performed. Evacuation should always take place in an upwind direction from the site.

2.5 EMERGENCY ALERTING AND ACTION/RESPONSE PROCEDURES

TtNUS personnel will work in close proximity at NWS Earle. As a result, hand signals, voice commands, and line-of-site communication will be sufficient to alert site personnel of an emergency. When project tasks are performed simultaneously on different sites, cell phones or air/vehicle horns will be used to communicate emergency situations. If an emergency warranting evacuation occurs, the following procedures are to be initiated:

- Initiate the evacuation via hand signals, voice commands, line-of-site communication, cell phones or air/vehicle horns. The following signals shall be used when communication via air/vehicle horn is necessary:

HELP	three short blasts	• • •
EVACUATION	three long blasts	– – –

- Report to the designated refuge point.
- Once nonessential personnel are evacuated, appropriate response procedures will be enacted to control the situation.
- Give the FOL (FOL will serve as the Incident Coordinator) pertinent incident details.

TtNUS personnel will perform removal of personnel from emergency situations and may provide initial medical support for injuries/illnesses requiring only first aid level support. Medical attention above that level will require assistance and support form the designated emergency response agency. Attachment I provides the procedure to follow when reporting an injury/illness and the form to be used for this purpose. **If the emergency involves exposures to chemicals, follow the steps provided in Figure 2-2.**

In the event that site personnel cannot mitigate the hazardous situation, the FOL and/or SSO, will enact emergency notification procedures to secure additional assistance in the following manner:

Dial the NWS Earle Emergency Center immediately and then call other pertinent emergency contacts listed in Table 2-1 to report the incident. Give the emergency operator the location of the emergency, the type of emergency, the number of personnel injured, and a brief description of the incident. Stay on the phone and follow the instructions given by the operator. The operator will then notify and dispatch the proper emergency response agencies.

2.6 EMERGENCY CONTACTS

Before initiating field activities, personnel will be thoroughly briefed on the emergency procedures to be followed in the event of an accident. Table 2-1 provides a list of emergency contacts and their associated telephone numbers. This table must be posted where it is readily available to site personnel. Facility maps should also be posted showing potential evacuation routes and designated meeting areas

TABLE 2-1

EMERGENCY REFERENCE
NWS EARLE, NEW JERSEY

CONTACT	PHONE NUMBER
Emergency Center: Police, Fire, Ambulance	**2911** or (732) 866-2911
Fire Department, NWS Earle	(732) 866-2333
Security, NWS Earle	(732) 866-2291
NWS Earle, UXO Support (Chief Winkle)	(732) 866-2009
Riverview Medical Center	(732) 741-2700
New Jersey Poison Control Center	(800) 962-1253
New Jersey One Call (Underground Utility Locator)	(800) 272-1000
National Response Center	(800) 424-8802
Chemtrec	(800) 424-9300
NWS Earle Base Contact – Larry Burg	(732) 866-2621 (732) 327-2717-pager (732) 539-1929 -cell
EFANE RPM – Michele DiGeambeardino	(610) 595-0567 ext. 117
TtNUS Project Manager – Dan Witt, P.E.	(412) 921- 8259
Health and Safety Manager - Matthew M. Soltis, CIH, CSP	(412) 921-8912
Project Health and Safety Officer – Donald J. Westerhoff, CSP	(412) 921-7281

2.7 EMERGENCY ROUTE TO HOSPITAL

Riverview Medical Center; 1 Riverview Plaza, Red Bank, New Jersey 07701

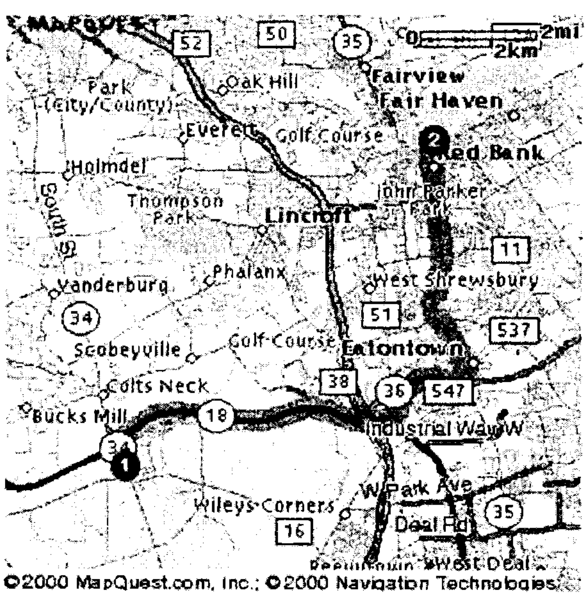
Directions from Mainside Base:

Turn Route 34 north to County Road ❶. At the "T" turn right onto Swimming River Road. Make a left onto Sycamore Avenue. In Shrewsbury, turn left on to Broad Street. Make a right onto Front Street and an immediate left onto Wharf Avenue. ❷The hospital is on the right.

FIGURE 2-1

ROUTE MAP FROM MAIN SIDE NWS EARLE TO RIVERSIDE MEDICAL CENTER

FULL ROUTE



DESTINATION

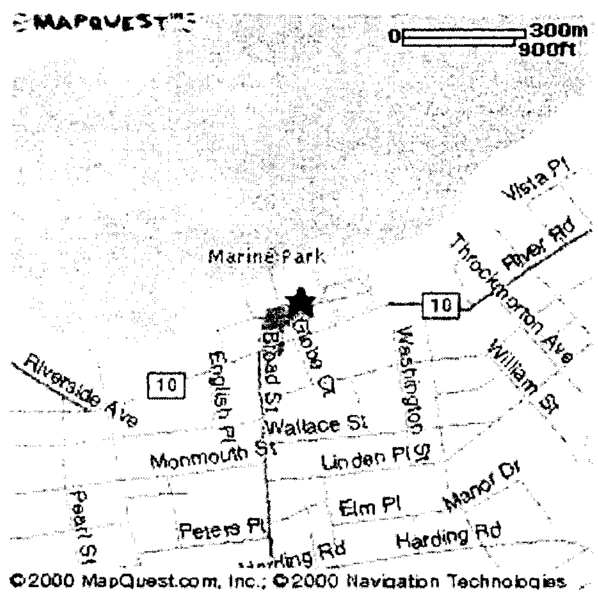


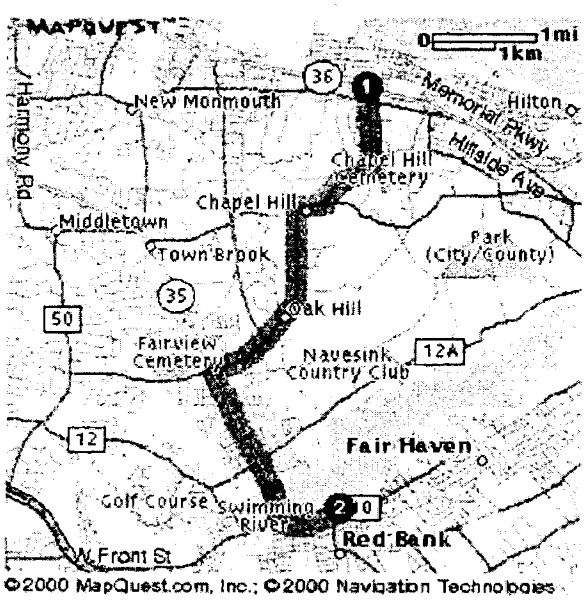
FIGURE 2-1A

ROUTE MAP FROM WATERFRONT NWS EARLE TO RIVERSIDE MEDICAL CENTER

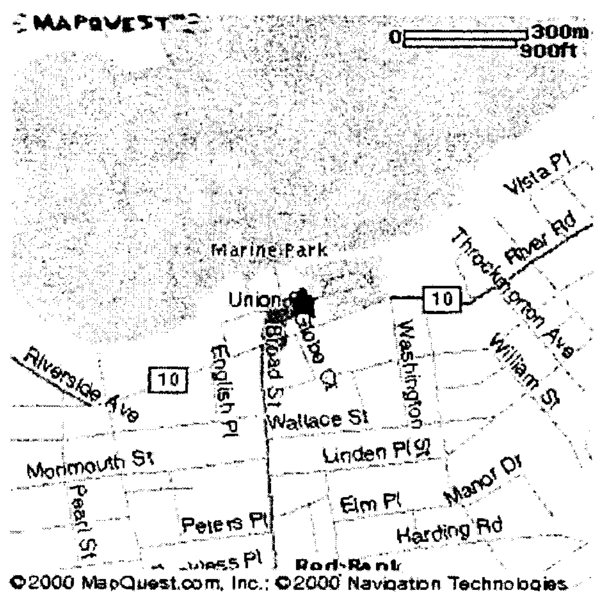
Directions from the Waterfront:

Take Normandy Road south. ❶ Make the first left onto Sleepy Hollow Road. At the "T" turn right onto Chapel Hill Road. Turn left onto Route 35. After crossing Cooper's Bridge, make a left onto Front Street. After crossing Maple, take the second left onto Wharf Avenue. ❷ Riverview Hospital is on the right.

FULL ROUTE



Destination



2.8 DECONTAMINATION PROCEDURES / EMERGENCY MEDICAL TREATMENT

During a site evacuation, decontamination procedures will be performed only if doing so does not further jeopardize the welfare of site workers. Decontamination will not be performed if the incident warrants immediate evacuation. However, it is unlikely that an evacuation would occur that would require workers to evacuate the site without first performing the necessary decontamination procedures.

2.9 INJURY/ILLNESS REPORTING

If TtNUS personnel are injured or develop an illness as a result of working on site, the TtNUS "Injury/Illness Procedure" (Attachment I) must be followed. Following this procedure it is necessary for documenting the information obtained at the time of the incident.

Pertinent information regarding allergies to medications or other special conditions will be provided to medical services personnel. This information is listed on Medical Data Sheets filed onsite. If an exposure to hazardous materials has occurred, provide information on the chemical, physical, and toxicological properties of the subject chemical(s) to medical service personnel.

2.10 PPE AND EMERGENCY EQUIPMENT

PPE normally available for the project will also be available for use in case of an emergency or spill incident.

A first aid kit, eye wash units, and fire extinguishers will be maintained on-site and shall be immediately available for use in case of an emergency.

FIGURE 2-2
EMERGENCY RESPONSE PROTOCOL

The purpose of this protocol is to provide guidance for the medical management of injury situations.

In the event of a personnel injury or accident:

- Rescue, when necessary, employing proper equipment and methods.
- Give attention to emergency health problems -- breathing, cardiac function, bleeding, and shock.
- Transfer the victim to the medical facility designated in this HASP by suitable and appropriate conveyance (i.e. ambulance for serious events)
- Obtain as much exposure history as possible (a Potential Exposure report is attached).
- If the injured person is a Tetra Tech NUS employee, call the medical facility and advise them that the patient(s) is/are being sent and that they can anticipate a call from the WorkCare physician. WorkCare will contact the medical facility and request specific testing which may be appropriate. WorkCare physicians will monitor the care of the victim. Site officers and personnel should not attempt to get this information, as this activity leads to confusion and misunderstanding.
- Call WorkCare at 1-800-455-6155 enter Extension 109, or follow the voice prompt for after hours and weekend notification, and be prepared to provide:
  - Any known information about the nature of the injury.
  - As much of the exposure history as was feasible to determine in the time allowed.
  - Name and phone number of the medical facility to which the victim(s) has/have been taken.
  - Name(s) of the involved Tetra Tech NUS, Inc. employee(s).
  - Name and phone number of an informed site officer who will be responsible for further investigations.
  - Fax appropriate information to WorkCare at (714) 456-2154.
- Contact Corporate Health and Safety Department (Matt Soltis) at 1-800-245-2730.
- Contact the Human Resources Manager (Marilyn Duffy) at 1-800-245-2730.

As data is gathered and the scenario becomes more clearly defined, this information should be forwarded to WorkCare.

WorkCare will compile the results of data and provide a summary report of the incident. A copy of this report will be placed in each victim's medical file in addition to being distributed to appropriately designated company officials.

Each involved worker will receive a letter describing the incident but deleting personal or individual comments. A personalized letter describing the individual findings/results will accompany this generalized summary. A copy of the personal letter will be filed in the continuing medical file maintained by WorkCare.

FIGURE 2-2 (continued)
WORKCARE

POTENTIAL EXPOSURE REPORT

Name: ______________________ Date of Exposure: __________

Social Security No.: ____________ Age: ________ Sex: ______

Client Contact: ______________________ Phone No.: __________

Company Name: ______________________________

I. Exposing Agent

Name of Product or Chemicals (if known):______________________

Characteristics (if the name is not known)

Solid Liquid Gas Fume Mist Vapor

II. Dose Determinants

What was individual doing?______________________

How long did individual work in area before signs/symptoms developed? __________

Was protective gear being used? If yes, what was the PPE? __________

Was their skin contact? ______________________

Was the exposing agent inhaled?______________________

Were other persons exposed? If yes, did they experience symptoms? __________

III. Signs and Symptoms (check off appropriate symptoms)

Immediately With Exposure:

Burning of eyes, nose, or throat
Tearing
Headache
Cough
Shortness of Breath
Chest Tightness / Pressure
Nausea / Vomiting
Dizziness
Weakness

Delayed Symptoms:

Weakness
Nausea / Vomiting
Shortness of Breath
Cough
Loss of Appetite
Abdominal Pain
Headache
Numbness / Tingling

IV. Present Status of Symptoms (check off appropriate symptoms)

Burning of eyes, nose, or throat
Tearing
Headache
Cough
Shortness of Breath
Chest Tightness / Pressure
Cyanosis
Nausea / Vomiting
Dizziness
Weakness
Loss of Appetite
Abdominal Pain
Numbness / Tingling

Have symptoms: (please check off appropriate response and give duration of symptoms)

Improved: ________ Worsened: ______ Remained Unchanged: ______

V. Treatment of Symptoms (check off appropriate response)

None: ________ Self-Medicated: ______ Physician Treated: ______

3.0 SITE BACKGROUND

3.1 SITE HISTORY AND LOCATION

The NWS Earle is located in the central coastal region of Monmouth County in Colts Neck, New Jersey, approximately 35 miles south of New York City and 70 miles northeast of Philadelphia. It is situated on approximately 11,134 acres and includes a Mainside area, which is approximately 10 miles inland from the Atlantic Ocean at Sandy Hook Bay, and a Waterfront area, which includes an ammunition depot and associated piers. The Mainside and Waterfront areas are linked by a narrow tract of land that serves as a right-of-way for a government road and railroad.

The main entrance to NWS Earle is located off State Route 34, and the entrance to the Waterfront area is located adjacent to State Route 36.

The majority of the land at the Mainside area is undeveloped land associated with ordnance operations, production, and storage facilities; the undeveloped land is encumbered by explosive safety quantity distance (ESQD) arcs. Land use at the Mainside facility includes residences, office buildings, workshops and warehouses, recreational areas, open space, and undeveloped land. The area around the Mainside facility includes agricultural areas, vacant land, and low-density residential land.

3.1.1 Site 13

Site 13 is located at least partially within ESQD arcs. Therefore, future development at this site is severely restricted. The DPDO Yard is an area of fill material extending into a marsh near the rail classification yards. Activities at the site included storage of scrap metals and batteries and the burial of material, such as cars, trucks, electronic equipment, clothing/shoes, sheet metal, furniture, scrap metal, and batteries. Additionally, batteries were broken open at the site for lead recovery, and acid was drained onto the ground. Since the primary function of this site was scrap metal storage, it is unlikely that any unexploded ordnance (UXO) would be present in the fill material, however, ordinance "shapes" have been encountered at this site during previous intrusive activities. Ordnance handling only occurs within specifically designated areas of NWS Earle. Obvious fill material is present at the ground surface at several places across the site. A partial removal of exposed debris was performed by NWS Earle public works employees in the summer of 1997.

NWS Earle is located in the coastal lowlands of Monmouth County, New Jersey, within the Atlantic Coastal Plain Physiographic Province. The Mainside area, which includes Site 13, lies in the outer Coastal Plain, approximately 10 miles inland from the Atlantic Ocean. The Mainside area is relatively flat, with elevations ranging from approximately 100 to 300 feet above mean sea level (MSL). The most significant topographic relief within the Mainside area is Hominy Hills, a northeast-southwest-trending group of low hills located near the center of NWS Earle.

4.0 SCOPE OF WORK

This section describes the project tasks that will be performed at NWS Earle. Additionally, each task has been evaluated and the associated hazards and recommended control measures are listed in Table 5-1 of this HASP. If new tasks are to be performed at the site, Table 5-1 and this section will be modified accordingly.

The following is a list of activities that are proposed for the investigation:

- Mobilization and demobilization – These tasks include the procurement and shipping of equipment and materials for the field investigation; review of planning documents; site reconnaissance (site characterization, site preparation, layout of sampling and test trench locations, obtaining necessary utility or UXO clearances, isolation physical hazards, etc.)
- Test trench excavations – Test trenches will be excavated to define the lateral extent of Site 13.
- Soil boring and sampling activities (using hollow stem auger techniques) – Three soil borings will be installed within the landfill area to characterize the subsurface conditions at Site 13. Representative samples will be collected from each split-barreled sampler and a total and 10 soil samples will be collected from the soil boring to be submitted to a geotechnical laboratory for analysis.
- Decontamination of sampling and heavy equipment – Heavy equipment (drill rig) will be cleaned and decontaminated with high-pressure wash (pressure washer). Sampling equipment (split spoon, trowels, etc.) will be decontaminated with soap (liquinox or equivalent) and water and allowed to air dry.
- Topographic and Point Surveying – Ground surface topography, physical features, and point survey of the soil boring locations, test trench locations, wetland delineation stakes/flagging, and sediment sampling locations will be obtained from a New Jersey licensed surveyor.
- Wetlands Delineation – The wetlands delineation will include Site 13, contiguous areas within 50 feet of the Site 13 limits as presented in the Feasibility Study, and 500 feet of the channelized stream upstream of Site 13.
- Sediment sampling – Sediment sampling will be performed in a half circle pattern bounding sediment sample location SD03 which is adjacent to the landfill in an area where landfill soil was deposited via erosion.

These activities represent a summarization of the tasks as they apply to the scope and application of this HASP. If additional tasks are determined to be necessary, this HASP will be amended and a hazard evaluation of the additional tasks will be performed.

5.0 TASKS/HAZARDS/ASSOCIATED CONTROL MEASURES

Table 5-1 of this section serves as the primary portion of the site-specific HASP that identifies the tasks that are to be performed as part of the scope of work. This table will be modified and incorporated into this document as new or additional tasks are performed at the site. The anticipated hazards, recommended control measures, air-monitoring recommendations, required PPE, and decontamination measures for each site task are discussed in detail. This table and the associated control measures shall be changed if the scope of work, contaminants of concern, or other conditions change.

Through using the table, site personnel can determine which hazards are associated with each task and at each site, and what associated control measures are necessary to minimize potential exposure or injuries related to those hazards. The table also assists field team members in determining which PPE and decontamination procedures to use based on proper air monitoring techniques and site-specific conditions.

The TtNUS Health and Safety Guidance Manual accompanies this table and HASP. The guidance manual further explains supporting programs and elements for other site-specific aspects as required by 29 CFR 1910.120. The Guidance Manual should be referenced for additional information regarding air monitoring instrumentation, decontamination activities, emergency response, hazard assessments, hazard communication and hearing conservation programs, medical surveillance, PPE, respiratory protection, site control measures, standard work practices, and training requirements. Many TtNUS SOPs are also provided in the Guidance Manual.

Safe Work Permits issued for exclusion zone activities (See Section 10.10 and Attachment IV) will use elements defined in Table 5-1 as its primary reference. The FOL and/or the SSO completing the Safe Work Permit will add additional site-specific information. In situations in which the Safe Work Permit is more conservative than the direction provided in Table 5-1 due to the incorporation of site-specific elements, the Safe Work Permit will be followed. Attachment VI is the "Standard Operating Procedures for Unexploded Ordnance Avoidance Operations." Additional site-specific information will be added to the Safe Work Permit by the FOL and/or the SSO.

5.1 GENERAL SAFE WORK PRACTICES

In addition to the task-specific work practices identified on Table 5-1 general safe work practices should be followed when conducting work involving known and unknown site hazards. These safe work practices establish a pattern of general precautions and measures for reducing risks associated with hazardous site operations.

- Refrain from eating, drinking, chewing gum or tobacco, taking medication, or smoking in contaminated or potentially contaminated areas or where the possibility for the transfer of contamination exists.
- Wash hands and face thoroughly upon leaving a contaminated or suspected contaminated area. A thorough shower and washing must be conducted as soon as possible if excessive skin contamination occurs.
- Avoid contact with potentially contaminated substances by walking around puddles, pools, mud, or other such areas. Avoid, whenever possible, kneeling on the ground or leaning or sitting on equipment.
- Be aware of the location of the nearest telephone and the emergency telephone numbers. See Section 2.0, Table 2-1.
- Rehearse unfamiliar operations prior to implementation.
- Maintain visual contact with each other and with other on-site team members by remaining in close proximity in order to assist each other in case of emergency.
- Establish appropriate safety zones including support, contamination reduction, and exclusion zones.
- Minimize the number of personnel and equipment in contaminated areas (such as the exclusion zone). Non-essential vehicles and equipment should remain within the Support Zone.
- Establish appropriate decontamination procedures for leaving the site.
- Observe coworkers for signs of toxic exposure and heat stress. Inform co-workers of potential symptoms of illness, such as headaches, dizziness, nausea, or blurred vision.
- Always stand upwind from the excavation site and away from the reach of the backhoe, tires, and outrigger.
- Establish hand signals with the backhoe operator.
- Work areas must be kept free of ground clutter.
- When in operation, personnel will remain more than three feet from the boom.

5.2 DRILLING OPERATIONS - SAFE WORK PRACTICES

The following Safe Work Practices are to be followed when working in or around drill rigs.

5.2.1 <u>Before Drilling Operations</u>

- Identify all underground utilities and buried structures before drilling. Use the Utility Locating and Excavation Clearance Standard Operating Procedure provided in Attachment II. See notes for the time lines required on and off-Base utility clearances under mobilization/demobilization Section 4.1.

- All drilling rigs will be inspected by the SSO (or designee), prior to the acceptance of the equipment at the site and prior to the use of the equipment. All repairs or deficiencies identified will be corrected prior to use. The inspection will be accomplished using the Equipment Inspection Checklist provided in Attachment III. Inspection frequencies will be once every 10 day shift or following repairs.

- The work area around the point of operation will be graded to the extent possible to remove any trip hazards near or surrounding operating equipment.

- The driller's helper will establish an equipment staging and lay-down plan. The purpose of this is to keep the work area clear of clutter and slips, trips, and fall hazards. Mechanisms to secure heavy objects such as auger flights will be provided to avoid the collapse stacked equipment.

- Potentially contaminated tooling will be wrapped in polyethylene sheeting for storage and transport to the centrally located decontamination unit.

5.2.2 During Drilling Operations

- Minimize contact to the extent possible with contaminated tooling and environmental media.

- Support functions (sampling and screening stations) will be maintained a minimum distance from the drilling rig of the height of the mast plus five feet to remove these activities from within physical hazard boundaries.

- Only qualified operators and knowledgeable ground crew personnel will participate in the operation of the drill rig. All drill rig operators will be instructed in the location and operation of emergency stop buttons, switches or other devices and these shall in good operating condition and inspected daily.

- In order to minimize contact with potentially contaminated tooling and media and to minimize lifting hazards, multiple personnel should move heavy tooling, where necessary.

- Only personnel absolutely essential to the work activity will be allowed in the exclusion zone. Site visitors will be escorted at all times.

5.2.3 After Drilling Operations

- All equipment used within the exclusion zone will undergo a complete decontamination and evaluation by the SSO to determined cleanliness prior to moving to the next location, exiting the site, or prior to down time for maintenance.

- All motorized equipment will be fueled prior to the commencement of the day's activities. During fueling operations all equipment will be shutdown and bonded to the fuel provider.

- When not in use all drill rigs will be shutdown, emergency brakes set, and wheels chocked.

- All areas subjected to subsurface investigative methods will be restored to equal or better condition than original to remove any contamination brought to the surface and to remove any physical hazards. In situations where these hazards cannot be removed these areas will be barricaded to minimize the impact on field crews working in the area.

5.3 EXCAVATION – GENERAL SAFE WORK PRACTICES

5.3.1 Before Excavation Activities

- Although not anticipated to be present at Site 13, efforts to locate and clear underground utilities and buried structures must be performed before the commencement of excavation activities. Use the Utility Locating and Excavation Clearance Standard Operating Procedure provided in Attachment II. This includes an evaluation of the intended loading areas to insure swing patterns of excavators are not nearing any overhead power lines. A minimum clearance of 20 feet must be maintained from overhead power lines unless positive control of the energy source may be obtained. See Attachment II for additional information.

- All excavation boundaries will be demarcated with appropriated signage warning of construction activities in progress. Signs shall be used also for informational purposes as well to direct personnel, to indicate PPE requirements.

- All heavy equipment will be subjected to an equipment inspection, upon arrival on-site and prior to leaving. This inspection will be recorded on the Equipment Inspection Checklist provided in Attachment III of this HASP.

- Establish traffic patterns for foot and small vehicular traffic out of the pattern for heavy equipment.

- All traffic patterns for heavy equipment will be constructed to maintain traffic flow a minimum of 10 feet from unsupported walls (excavation boundaries) Note: The standard (29 CFR 1926 Subpart P) stipulates 2 feet distance from unsupported walls for resource staging. However, a maintenance distance of 10 feet will be maintained until soil classification is complete supporting a closer distance.

- All ground personnel will be provided with reflective vests to increase visibility and air horns to signal loud trucks and heavy equipment.

- All operators traveling over public roadways will carry a Commercial Drivers License (Class B minimum) and up-to-date medical clearance.

5.3.2 During Excavation Activities

- Ground activities should be supported with a ground spotter.

- Minimize the number of personnel in the excavation area.

- Heavy equipment and vehicles will maintain a safe distance (at least 3 feet) from the edges of open excavations to prevent potential excavation collapse or tipping of equipment/vehicles

- No personnel associated with this field effort will enter any excavation.

5.3.3 After Excavation Activities

- Excavations will not be left unattended. All excavations will be backfilled immediately after completion.

Tasks/Operation/ Locations	Anticipated Hazards	Recommended Control Measures	Hazard Monitoring Type/Action Levels	Personal Protective Equipment *Italicize text represents optional equipment to be worn when conditions dictate.*	Decontamination Procedures
Mobilization/ Demobilization	***Chemical hazards:*** 1) Exposure to potential site contaminants is not anticipated during this activity. However, chemicals brought on site in support of field activities are to be identified, logged, accompanied by an appropriate MSDS, properly stored, and evaluated for purposes of hazard communication. ***Physical hazards:*** Potential physical hazards associated with this task may include: 2) Lifting (muscle strains and pulls) 3) Pinches and compressions 4) Slip, trips, and falls 5) Vehicular and foot traffic	***Chemical hazards:*** 1) To eliminate potential chemical hazards associated with this task ensure the following: - A chemical inventory list is generated for all chemicals brought on site (Complete Section 5.0 of the Health and Safety Guidance Manual). - Material Safety Data Sheets must be available for all chemicals brought on site (Complete Section 5.0 of the Health and Safety Guidance Manual). - Materials are stored in accordance with recommended practices and according to compatibility (See MSDS for storage and compatibility recommendations). ***Physical hazards:*** 2) Use machinery or multiple personnel for heavy lifts. - Use proper lifting techniques. 3) Keep any machine guarding in place. Avoid moving parts. Use tools or equipment where necessary to avoid contacting pinch points. 4) Preview and prepare work locations where unstable/uneven terrain exists. Barricade all excavations and embankments deeper than 2 feet. 5) Identify all access/egress routes and locations to within established areas of operation. - All equipment capable of self-propelled movement will be equipped with movement alarms as applicable. - Traffic regulations for NWS Earle are to be followed as posted.	Not required during mobilization/demobilization.	Mobilization/demobilization activities is intended to initiate and proceed in Level D protection: Level D - (Minimum Requirements) - Standard field attire (Sleeved shirt; long pants; or coveralls) - Safety shoes or boots with steel toe - Safety glasses - *Hardhat (when overhead hazards exists, or identified as an operation requirement)* - *Hearing protection for high noise areas, or as directed on an operation by operation scenario. As a general rule of thumb, if you need to raise your voice to be heard while engaged in conversation with someone who is within 2 feet of your position, you may be exposed to excessive noise levels and should use hearing protection.* **Note:** The Safe Work Permit(s) for this task (see Attachment IV) will be issued at the beginning of each day to address the tasks planned for that day. As part of this task, additional PPE may be assigned to reflect site-specific conditions or special considerations or conditions associated with any identified task.	As potential site contaminants are not anticipated as part of this task, personal decontamination is not required. All equipment arriving/leaving the site will be inspected prior to permitting this equipment to enter or exit the site. The SSO will inspect the equipment and give the clearance to allow the equipment to pass. Failure to pass inspection will prohibit entering or exiting the site as applicable. All equipment that fails the inspection will have to be decontaminated again to a level acceptable to the SSO prior to passage on or off site. All equipment permitted to pass on/off site will be documented using an Equipment Inspection Checklist. This form may be found in Attachment III of this HASP.

TABLE 5-1
TASKS/HAZARDS/CONTROL MEASURES
NWS EARLE, COLTS NECK, NEW JERSEY

Task/Operation/ Location	Anticipated Hazards	Recommended Control Measures	Hazard Monitoring/Type and Action Levels	Personal Protective Equipment *Italicize text represents optional equipment to be worn as conditions dictate.*	Decontamination Procedures
Excavation Test Trenches to define lateral extent at Site 13	*Chemical hazards:* 1) Previous analytical data identified various contaminants of concern including metals, PCBs, various pesticides and VOCs (primarily chlorinated solvents and associated degradation products). However, none of the contaminants of concern were previously detected at concentrations that are likely to present an inhalation exposure hazard to site personnel. It should be noted that historical information on Site 13 suggests that the potential exists for encountering lead and battery acids (from previous disposal practices). Further information on some of the primary contaminants of concern is presented in Figure 6-1. 2) Transfer of contamination into clean areas or onto persons. *Physical hazards:* 3) Heavy equipment/machinery hazards (moving equipment, struck by hazards, etc.) 4) Collapse of the excavation 5) Energized systems (contact with underground or overhead utilities) 6) Noise in excess of 85 dBA 7) Vehicular and equipment traffic 8) Strain from heavy lifting 9) Slips, trips, and falls 10) Ambient temperature extremes (heat stress) 11) Cut, abrasions, and lacerations 12) UXO Hazards *Natural hazards:* 13) Insect/animal bites and stings, poisonous plants, etc. 14) Inclement weather	***Chemical hazards:*** 1) As a general rule, avoiding contact with contaminated media (air, water, soils, etc.) will be a universal control measure. Airborne concentrations of potential site contaminants of concern are unlikely to be present at levels that could represent a health hazard. However, some of the contaminants of concern are solids and may be bound to particulates. Site activities are not anticipated to present significant airborne dusts, however, if visible dusts are observed, dust suppression (area wetting methods) will used to minimize potential exposures. Exposure via ingestion or skin contact will be minimized through the use of PPE, following decontamination measures, and performing good personal hygiene including washing hands prior to performing hand to mouth activities (smoking, eating, etc.). 2) Restrict the cross use of equipment and supplies between locations and activities without first going through a suitable decontamination. ***Physical hazards:*** 3) All equipment to be employed will be: - Inspected in accordance with Federal safety and transportation guidelines, OSHA (1926.600,601,.602), and manufacturer's design, and documented as such using Equipment Inspection Checklist provided as Attachment III. Complete the Equipment Inspection Checklist for each piece of equipment used at the site. Equipment operation will be limited to knowledgeable operators and coordinated by experienced ground crew, as applicable. 4) All excavations shall be in conformance with requirements established under 29 CFR 1926.650 - .652 concerning sloping, shoring, storage, and movement on and over and around trenches and excavations. - **No personnel associated with this field effort will enter any excavations.** - All supplies, clean fill, vehicular traffic will be maintained at a minimum distance of 3 feet from the excavation. - Excavations will not proceed any closer than 10 feet to any foundation, footer, and/or support base. - Site control during excavation will be accomplished through the use of barricade tape and weighted poles and signs indicating excavation in progress 5) All utility clearances shall be obtained prior to any excavation activities (Refer to Attachment II). Where the utility clearance cannot be obtained in a reasonable period, or not located, excavations shall proceed with extreme caution and precede using cable and piping locators and other geophysical detection methods to avoid utility damage. 6) Hearing protection will be worn by all personnel in the immediate area of the excavator during test pit operations. 7) Traffic and equipment considerations are to include the following: - Establish safe zones of approach (i.e., Boom + 3 feet). - All equipment shall be equipped with movement warning systems. - Employ safety belts and follow the site traffic rules. See Section 5.3.1 through 5.3.3 of this HASP. 8) Use machinery or multiple personnel for heavy lifts. Use proper lifting techniques. 9) Preview work locations for unstable/uneven terrain. Avoid working/walking too close to excavation and other areas of unsure footing. 10) Wear appropriate clothing for weather conditions. Provide acceptable shelter and liquids for field crews. Additional information regarding heat stress concerns is provided in Section 4.0 of the TtNUS Health and Safety Guidance Manual. 11) Avoid contacting sharp or jagged edges of containers or debris. Wear leather or cut-resistant gloves when handling excavated/sharp objects. 12) As a precautionary measure, intrusive activities at Site 13 will require UXO screening operations to be performed by EOD personnel from TtNUS. Any suspected UXO items will be marked and avoided. 13) Avoid nesting areas; Tape pant legs to work boots when in high brush (knee high) (tick hazards); Use repellents – follow manufacturer instructions. Apply Permonone over clothing articles to avoid skin irritation. Application of repellants should concentrate where ticks and other insects will gain entry. Pant to boots, shirt to pants, collar; Perform close body inspections upon exiting high brush areas to facilitate and remove ticks and other insects; Report potential hazards to the SSO. Follow guidance presented in Section 4.0 of the TtNUS Health and Safety Guidance Manual and Section 6.3 of this HASP. 14) Suspend or terminate operations until directed otherwise by SSO	**VOCs** **None of the contaminants of concern are anticipated to be present at detectable airborne concentrations. As a result, the contaminants of concern are unlikely to present a significant exposure potential to site workers, particularly via inhalation.** However, as a precautionary measure, a PID with a 10.6 eV lamp source will be used to: 1) Screen potential source areas (excavated soils) to detect the presence of any VOCs. Elevated readings at a source area will require: Worker breathing zones to be monitored to determine airborne concentrations of VOCs that may oppose an inhalation hazard to site workers. Any sustained (> 1 minute in duration) airborne concentration greater than 5.0 ppm in a worker breathing zone requires site activities to be suspended and notification of the PHSO. **Dusts/Particulates** Observations of visible dust (approximately 2 mg/m^3) will require site personnel to employ dust suppression (area wetting) methods if airborne dusts cannot be otherwise avoided by moving site operations upwind or by repositioning site equipment away from visible dust clouds. This conservative action level will control potential exposures to all site contaminants and nuisance particulates.	All excavation operations will be performed in Level D protection, including the following articles: - Standard field dress (long pants, sleeved shirts) - Steel toe safety shoes or work boots - Hard hat - Safety glasses with side shields - High visibility reflective vests - Hearing protection - *Tyvek or washable cotton coveralls if the potential for soiling work clothing exists or to control potential contact with ticks and other insects.* - *Nitrile gloves or surgical style gloves when handling potentially contaminated soils* - *Rubber boots or impermeable boot covers to prevent soiling work boots or if muddy conditions are observed..* Personnel must closely inspect all PPE prior to beginning any on-site activities. **Note:** The Safe Work Permit(s) for this task (see Attachment IV) will be issued at the beginning of each day to address the tasks planned for that day. As part of this task, additional PPE may be assigned to reflect site-specific conditions or special considerations or conditions associated with any identified task. As site conditions may change, the following equipment will be maintained during all on-site activities - Fire Extinguishers - First Aid Kits	**Personnel Decontamination** – This decontamination procedure for Level D protection will consist of - Equipment drop - Soap/water wash and rinse of outer gloves, boots, (if applicable) - Removal or PPE in the following order: Boot covers, Outer gloves, coveralls, and inner gloves (if applicable) - Use handy wipes or other hand cleaners until a more thorough cleaning with soap and water is available.

TABLE 5-1
TASKS/HAZARDS/CONTROL MEASURES
NWS EARLE, COLTS NECK, NEW JERSEY

Tasks/Operation/ Locations	Anticipated Hazards	Recommended Control Measures	Hazard Monitoring Type/Action Levels	Personal Protective Equipment *Italicize text represents optional equipment to be worn when conditions dictate.*	Decontamination Procedures
Multi-media sampling activities including soil and sediment sampling and handling/processing of split spoons and geotechnical sample cores.	***Chemical hazards:*** 1) Previous analytical data identified various contaminants of concern including metals, PCBs, various pesticides and VOCs (primarily chlorinated solvents and associated degradation products). However, none of the contaminants of concern were previously detected at concentrations that are likely to present an inhalation exposure hazard to site personnel. It should be noted that historical information on Site 13 suggests that the potential exists for encountering lead and battery acids (from previous disposal practices). Further information on some of the primary contaminants of concern is presented in Figure 6-1. 2) Transfer of contaminants into clean areas or onto persons ***Physical hazards:*** 3) Lifting (muscle strains and pulls) 4) Pinches and compressions 5) Slip, trips, and falls 6) Noise hazards ***Natural hazards:*** 7) Temperature extremes 8) Insect/animal bites and stings 9) Inclement weather	***Chemical hazards:*** 1) Use real-time monitoring instrumentation, action levels, and identified PPE to identify, quantify, and control exposures to potentially contaminated media (e.g., air, water, soils). 2) Restrict the cross-use of equipment and supplies between sampling locations without first going through a suitable decontamination. ***Physical hazards:*** 3) Use machinery or multiple personnel for heavy lifts. Use proper lifting techniques. 4) Keep any machine guarding in place. Avoid moving parts. Use tools or equipment where necessary to avoid contacting pinch points. - A remote sampling device must be used to sample drill cuttings near rotating tools. The equipment operator shall shutdown machinery if the sampler is near moving machinery parts. 5) Preview work locations for unstable/uneven terrain. 6) Use hearing protection when working in the vicinity of operating equipment or other noise producing equipment. ***Natural hazards:*** 7) Personnel must be aware of the conditions of heat/cold stress and take appropriate preventive measures to prevent the illness. For example, drink caffeine-free liquids to replace body fluids lost as a result of sweating if working under hot conditions, take rest breaks in appropriate areas (shaded if conditions are hot, and warm break areas if conditions are cold). See Section 4 of the Tetra Tech NUS Health and Safety Guidance Manual for additional information on heat stress and cold stress. 8) Avoid nesting areas; Tape pant legs to work boots when in high brush (knee high) (tick hazards); Use repellents – follow manufacturer instructions. Apply Permonone over clothing articles to avoid skin irritation. Application of repellants should concentrate where ticks and other insects will gain entry. Pant to boots, shirt to pants, collar; Perform close body inspections upon exiting high brush areas to facilitate and remove ticks and other insects; Report potential hazards to the SSO. Follow guidance presented in Section 4.0 of the TtNUS Health and Safety Guidance Manual and Section 6.3 of this HASP. 9) All operations will be temporarily suspended during electrical storms.	**VOCs** **None of the contaminants of concern are anticipated to be present at detectable airborne concentrations. As a result, the contaminants of concern are unlikely to present a significant exposure potential to site workers, particularly via inhalation.** However, as a precautionary *measure, a PID with a 10.6 eV lamp source will be used to:* 1) Screen potential source areas (excavated soils) to detect the presence of any VOCs. Elevated readings at a source area will require: Worker breathing zones to be monitored to determine airborne concentrations of VOCs that may oppose an inhalation hazard to site workers. Any sustained (> 1 minute in duration) airborne concentration greater than 5.0 ppm in a worker breathing zone requires site activities to be suspended and notification of the PHSO. **Dusts/Particulates** Observations of visible dust (approximately 2 mg/m^3) will require site personnel to employ dust suppression (area wetting) methods if airborne dusts cannot be otherwise avoided by moving site operations upwind or by repositioning site equipment away from visible dust clouds. This conservative action level will control potential exposures to all site contaminants and nuisance particulates.	All sampling activities are anticipated to proceed in Level D protection as specified below: Level D - (Minimum Requirements) For sampling activities: - Standard field attire (Sleeved shirt; long pants) - Safety shoes or boots (Steel toe) - Safety glasses with side shields - Nitrile gloves (Clean pair for each sample location), layered if necessary - *Hard-hat (when overhead hazards exists such as when working around heavy equipment, or as identified as an operation requirement)* - *Reflective vest for high traffic areas or when working around heavy equipment* - *Hearing protection for high noise areas, or as directed on an operation by operation scenario.* **Note:** The Safe Work Permit(s) for this task (see Attachment IV) will be issued at the beginning of each day to address the tasks planned for that day. As part of this task, additional PPE may be assigned to reflect site-specific conditions or special considerations or conditions associated with any identified task.	Decontaminate sample containers in accordance with the Field Sampling Plan / Work Plan. **Personnel decontamination:** - Equipment drop-off - Wash and rinse reusable outer protective garments (if applicable) - Remove and dispose of disposable PPE - Wash hands and face, leave contamination reduction zone. **Equipment decontamination:** See Task - Decontamination of Sampling and Heavy Equipment

TABLE 5-1
TASKS/HAZARDS/CONTROL MEASURES
NWS EARLE, COLTS NECK, NEW JERSEY

Tasks/Operation/ Locations	Anticipated Hazards	Recommended Control Measures	Hazard Monitoring/Type and Action Level	Personal Protective Equipment *Italicize text is optional equipment to be worn as conditions require.*	Decontamination Procedures
Soil Borings Soil boring activities will be performed using hollow stem auger techniques.	***Chemical hazards:*** 1) Previous analytical data identified various contaminants of concern including metals, PCBs, various pesticides and VOCs (primarily chlorinated solvents and associated degradation products). However, none of the contaminants of concern were previously detected at concentrations that are likely to present an inhalation exposure hazard to site personnel. It should be noted that historical information on Site 13 suggests that the potential exists for encountering lead and battery acids (from previous disposal practices). Further information on some of the primary contaminants of concern is presented in Figure 6-1. 2) Transfer of contamination into clean areas or onto clean persons. ***Physical hazards:*** 3) Rotating machinery (entanglement) 4) Noise 5) Energized systems 6) Slips, trips, and falls 7) Pinch/compression 8) Ambient Temperature Extremes ***Natural hazards:*** 9) Natural hazards (Insect/animal bites and stings) 10) Inclement weather	***Chemical hazards:*** 1) Use real-time monitoring instrumentation, action levels, identified PPE, and work practices to control exposures to potentially contaminated media (air, water, soils, etc.). 2) Decontaminate all equipment and supplies between borings and prior to leaving the site. ***Physical hazards:*** 3) All equipment to be used will be - Inspected in accordance with Federal safety and transportation guidelines, OSHA (1926.600.601.602), and manufacturer's design. All inspections will be documented using the Equipment Inspection Checklist found in Attachment III of this HASP. - Operated and supported by knowledgeable operators, and ground crew. - Used within safe work zones, with routes of approach clearly demarcated. All personnel not directly supporting this operation will remain at least 25 feet from the point of operation. This will be the area identified as the exclusion zone. In addition to equipment considerations, the following safe operating procedures will be incorporated: - Hydraulic masts or other projecting devices shall be at least 20 feet from overhead power sources and a minimum of 3 feet from underground utilities. - Hand signals will be established prior to the commencement of the operation. - Only manufacturer-approved equipment may be used in conjunction with equipment repair procedures (e.g., flight connectors). - Work areas will be kept clear of clutter. - Secure all loose articles to avoid possible entanglement during coring activities. - All self-propelled equipment shall be equipped with movement warning systems. - All personnel will be instructed in the location and operations of the emergency shut-off device(s). This device will be tested initially (and then periodically) to ensure its operational status. - Areas will be inspected prior to the movement of the drill rig and support vehicles to eliminate any physical hazards. This will be the responsibility of the FOL and/or SSO. - The drill rig and support vehicles will be moved no closer than 3 feet to unsupported side-walls of excavations and embankments. 4) Hearing protection will be used during all drill rig intrusive activities. 5) All utility clearances shall be obtained prior to any subsurface investigation. Prior to any subsurface investigations, the locations of all underground utilities will be identified and marked. Follow the guidelines established in Attachment II (Utility Locating and Excavation Clearance SOP). The FOL will obtain written permit clearance prior to all subsurface investigations. 6) Preview and prepare work locations where unstable/uneven terrain exists. 7) Keep machine guards in place. Avoid moving parts. Secure long clothing, hair, or jewelry that could be entangled. 8) Personnel must be aware of the conditions of heat/cold stress and take appropriate preventive measures to prevent the illness. For example, drink caffeine-free liquids to replace body fluids lost in sweating if working under hot conditions, take rest breaks in appropriate areas (shaded if conditions are hot, and warm break areas if conditions are cold). See Section 4 of the Tetra Tech NUS Health and Safety Guidance Manual for additional information on heat stress and cold stress. ***Natural hazards:*** 9) This activity may take place in remote locations where natural hazards are a concern. To control this hazard: - Preview all work areas to remove or barricade physical hazards or potential nesting areas. - Clear sufficient area around the drill rig to permit unimpeded work. - See the Health and Safety Guidance Manual for information on Tick Control and Lyme Disease. 10) All operations will be temporarily suspended during electrical storms or other hazardous weather conditions.	**VOCs** **None of the contaminants of concern are anticipated to be present at detectable airborne concentrations. As a result, the contaminants of concern are unlikely to present a significant exposure potential to site workers, particularly via inhalation.** However, as a precautionary measure, a PID with a 10.6 eV lamp source will be used to: 1) Screen potential source areas (excavated soils) to detect the presence of any VOCs. Elevated readings at a source area will require: Worker breathing zones to be monitored to determine airborne concentrations of VOCs that may oppose an inhalation hazard to site workers. Any sustained (> 1 minute in duration) airborne concentration greater than 5.0 ppm in a worker breathing zone requires site activities to be suspended and notification of the PHSO. **Dusts/Particulates** Observations of visible dust (approximately 2 mg/m^3) will require site personnel to employ dust suppression (area wetting) methods if airborne dusts cannot be otherwise avoided by moving site operations upwind or by repositioning site equipment away from visible dust clouds. This conservative action level will control potential exposures to all site contaminants and nuisance particulates. Where the utility clearance cannot be determined, subsurface activities shall proceed with extreme caution using hand digging to at least below the frost-line depth (no less than 4 ft. BGS). Also, a magnetometer must be used for periodic down-hole surveys every 2 feet to a depth of at least 10 feet.	All soil boring operations are to be initiated in Level D protection. Level D protection constitutes the following minimum protection - Standard field dress (long pants, sleeved shirts) - Steel-toe safety shoes or boots - Nitrile gloves - Hard-hat, safety glasses, and earplugs or muffs. *- Tyvek coveralls will be worn if there is a possibility of soiling work attire.* *- Rubber boots for muddy conditions* **Note:** The Safe Work Permit(s) for this task (see Attachment IV) will be issued at the beginning of each day to address the tasks planned for that day. As part of this task, additional PPE may be assigned to reflect site-specific conditions or special considerations or conditions associated with any identified task.	**Personnel Decontamination** - Will consist of a soap/water wash and rinse for outer protective equipment (e.g. boots, gloves, etc.). This function will take place at an area adjacent to the drilling operations bordering the support zone. This decontamination procedure for Level D protection will consist of - Equipment drop - Remove and dispose of any disposable PPE (Tyvek coveralls, outer gloves, etc.) - Soap/water wash and rinse of reusable PPE items (e.g., boots). - Wash hands and face; leave contamination reduction zone **Equipment Decontamination** - All heavy equipment decontamination will take place at Site 13 utilizing steam or pressure washers. Heavy equipment will have the wheels and tires cleaned along with any loose debris removed, prior to transporting to the central decontamination area. All site vehicles will be restricted access to exclusion zones, or also have their wheels/tires sprayed off so as not to track mud onto the roadways servicing this installation. Roadways shall be cleared of any debris resulting from the onsite activity. All equipment used in the exclusion zone will require a complete decontamination between locations and prior to removal from the site. The FOL or the SSO will be responsible for evaluating equipment arriving on site and prior to leaving the site. No equipment will be authorized access or exit without this inspection and authorization. See Attachment III Equipment Inspection Checklist.

Tasks/Operation/ Locations	Anticipated Hazards	Recommended Control Measures	Hazard Monitoring/Type and Action Levels	Personal Protective Equipment (*Italicize text represents optional equipment to be worn when conditions dictate.*)	Decontamination Procedures
Surveying and wetlands delineation activities. These activities are combined since they involve similar site locations and similar site hazards are associated with each.	***Chemical hazards:*** **Exposure to potential site contaminants during surveying and wetlands delineation activities is unlikely given the nature of the work and the limited contact with potentially contaminated media (soils, sediments, surface water, etc.). To further reduce the potential for exposure, site personnel performing these activities will minimize contact with potentially contaminated media and will avoid areas where chemical hazards may exist.** Previous analytical data identified various contaminants of concern including metals, PCBs, various pesticides and VOCs (primarily chlorinated solvents and associated degradation products). However, none of the contaminants of concern were previously detected at concentrations that are likely to present an inhalation exposure hazard to site personnel. It should be noted that historical information on Site 13 suggests that the potential exists for encountering lead and battery acids (from previous disposal practices). ***Physical hazards:*** 1) Slip, trips, and falls ***Natural hazards:*** 2) Insect/animal bites and stings, poisonous plants 3) Inclement weather 4) Ambient Temperature Extremes 5) Water Hazards	1) Preview work locations and site lines for uneven and unstable terrain. Clear necessary vegetation and establish temporary means for traversing hazardous terrain (e.g. rope ladders). ***Natural hazards:*** 2) Avoid potential nesting areas of biting/stinging insects and animals. Use commercially available insect repellents. Avoid contact with poisonous vegetation. Wear appropriate clothing. Tape ankle and wrists areas to prevent ticks, chiggers, etc. from attaching themselves to your skin. Wear light-colored clothing so that ticks and other biting insects can be easily visible and be removed. Follow directions as specified in section 6.2 concerning natural hazards. 3) All operations will be temporarily suspended during electrical storms. 4) Personnel must be aware of the conditions of heat/cold stress and take appropriate preventive measures to prevent the illness. For example, drink caffeine-free liquids to replace body fluids lost in sweating if working under hot conditions, take rest breaks in appropriate areas (shaded if conditions are hot, and warm break areas if conditions are cold). See Section 4 of the Tetra Tech NUS Health and Safety Guidance Manual for additional information on heat stress and cold stress. 5) Use appropriate clothing and protective equipment (boots, hip waders, etc.) to minimize contact with water and to prevent clothing and footwear from becoming saturated (which increases the potential for hypothermia). It is not anticipated that site workers performing these tasks will be required to enter water area that pose a drowning hazard.	No air monitoring is needed given that volatile contaminants are not likely to be present during these site activities. The potential for exposure to site contaminants during this activity is considered minimal.	Surveying and wetlands delineation activities shall be performed in Level D protection Level D Protection consists of the following: - Standard field dress including sleeved shirt and long pants - Steel-toe work boots or shoes - *Safety glasses, hard hats (if working near machinery or when eye/overhead hazards are present)* - *Tyvek coveralls may be worn to provide additional protection against poisonous plants and insects, particularly ticks.* - *Work gloves may be worn if desired.* - *Snake chaps for heavily wooded area where encounters are likely.* **Note:** The Safe Work Permit(s) for this task (see Attachment IV) will be issued at the beginning of each day to address the tasks planned for that day. As part of this task, additional PPE may be assigned to reflect site-specific conditions or special considerations or conditions associated with any identified task.	Personnel Decontamination - A structured decontamination is not required, as the likelihood of encountering contaminated media is considered remote. However, survey parties should inspect themselves and one another for the presence of ticks when exiting wooded areas, grassy fields, etc. This action will be used to stop the transfer of these insects into vehicles, homes, and offices.

Task/Operation/ Location	Anticipated Hazards	Recommended Control Measures	Hazard Monitoring/Type and Action Levels	Personal Protective Equipment	Decontamination Procedures
Decontamination of Sampling and Heavy Equipment	*Chemical Hazards* 1) Previous analytical data identified various contaminants of concern including metals, PCBs, various pesticides and VOCs (primarily chlorinated solvents and associated degradation products). However, none of the contaminants of concern were previously detected at concentrations that are likely to present an inhalation exposure hazard to site personnel. It should be noted that historical information on Site 13 suggests that the potential exists for encountering lead and battery acids (from previous disposal practices). Further information on some of the primary contaminants of concern is presented in Figure 6-1. 2) Decontamination fluids - Liquinox (detergent), acetone or isopropanol *Physical Hazards* 3) Lifting (strain/muscle pulls) 4) Noise in excess of 85 dBA 5) Flying projectiles 6) Vehicular and foot traffic 7) Slips, trips, and falls *Natural Hazards* 8) Ambient temperature extremes (heat stress) 9) Inclement weather	1) and 2) Use protective equipment to minimize contact with site contaminants and hazardous decontamination fluids. Obtain manufacturer's MSDS for any decontamination fluids used onsite. These must be used in well-ventilated areas, such as outdoors. Use appropriate PPE as identified on MSDS. All chemicals used must be listed on the Chemical Inventory for the site, and site activities must be consistent with the Hazard Communication section of the Health and Safety Guidance Manual (Section 5). ***Physical hazards:*** 3) Use multiple persons where necessary for lifting and handling sampling equipment for decontamination purposes. 4) Wear hearing protection when operating pressure washer. 5) Use eye and face protective equipment when operating pressure washer. All other personnel must be restricted from the area. 6) Traffic and equipment considerations are to include the following: - Establish safe zones of approach. - All equipment shall be equipped with movement warning systems. - All activities are to be conducted consistent with the Base requirements. 7) Preview work locations for unstable/uneven terrain. ***Natural hazards:*** 8) Personnel must be aware of the conditions of heat/cold stress and take appropriate preventive measures to prevent the illness. For example, drink caffeine-free liquids to replace body fluids lost in sweating if working under hot conditions, take rest breaks in appropriate areas (shaded if conditions are hot, and warm break areas if conditions are cold). See Section 4 of the Tetra Tech NUS Health and Safety Guidance Manual for additional information on heat stress and cold stress. 9) Suspend or terminate operations until directed otherwise by SSO.	Use visual observation, and real-time monitoring instrumentation to ensure all equipment has been properly cleaned of contamination and dried. After decon is completed, screen equipment with a PID. If any elevated readings (i.e., above background) are observed, perform decon again and re-screen. Repeat until no elevated PID readings are noted.	*Italicized text represent optional equipment to be worn as conditions dictate.* For Heavy Equipment This applies to high-pressure soap/water, steam cleaning wash and rinse procedures. Level D Minimum requirements - - Standard field attire (Long sleeve shirt; long pants) - Safety shoes (Steel toe/shank) - Nitrile outer gloves - Safety glasses underneath a splash shield - Hearing protection (plugs or muffs) - *PVC Rainsuits or PE or PVC coated Tyvek* - *Chemical resistant boot covers* - *Hard hat (at SSO's discretion)* For sampling equipment the following PPE is required Note: Consult MSDS for PPE guidance. Otherwise, observe the following. Level D Minimum requirements - - Standard field attire (Long sleeve shirt; long pants) - Safety shoes (Steel toe/shank) - Nitrile outer gloves - Safety glasses In the event of overspray of chemical decontamination fluid use PVC Rainsuits or PE or PVC coated Tyvek as necessary. **Note:** The Safe Work Permit(s) for this task (see Attachment IV) will be issued at the beginning of each day to address the tasks planned for that day. As part of this task, additional PPE may be assigned to reflect site-specific conditions or special considerations or conditions associated with any identified task.	**Personnel Decontamination** will consist of a soap/water wash and rinse for reusable outer protective equipment (boots, gloves, PVC splash suits, as applicable). The decontamination function will take place at an area adjacent to the site activities. This procedure will consist of: - Equipment drop - Soap/water wash and rinse of outer boots and gloves, as applicable - Soap/water wash and rinse of the outer splash suit, as applicable - Disposable PPE will be removed and bagged. **Equipment Decontamination** - All heavy equipment decontamination will take place at a centralized decontamination pad utilizing steam or pressure washers. Heavy equipment will have the wheels and tires cleaned along with any loose debris removed, prior to transporting to the central decontamination area. All site vehicles will have restricted access to exclusion zones, and have their wheels/tires sprayed off as not to track mud onto the roadways servicing this installation. Roadways shall be cleared of any debris resulting from the onsite activity. **Sampling Equipment Decontamination** Sampling equipment will be decontaminated as per the requirements in the Sampling and Analysis Plan and/or Work Plan. MSDS for any decon solutions (Alconox, isopropanol, etc.) will be obtained and used to determine proper handling / disposal methods and protective measures (PPE, first-aid, etc.). All equipment used in the exclusion zone will require a complete decontamination between locations and prior to removal from the site. The FOL or the SSO will be responsible to evaluate equipment as it arrives and leaves the site. No equipment will be authorized access or exit without this evaluation. See Attachment III Equipment Inspection Checklist.

6.0 HAZARD ASSESSMENT

The following section provides information regarding the chemical, physical, and natural hazards anticipated to be present during the activities to be conducted. Table 6-1 provides information related to chemical constituents that have been identified by analysis or are suspected to be present at the site based on historical data. Specifically, toxicological information, exposure limits, symptoms of exposure, physical properties, and air monitoring and sampling data are discussed in the table.

6.1 CHEMICAL HAZARDS

Previous analytical data from Site 13 indicated the presence of various contaminants of concern including various metals, polychlorinated biphenyls (PCBs), an assortment of pesticides, and several volatile organic compounds (VOCs) primarily in the form of chlorinated solvents and associated degradation products. None of these contaminants of concern were previously detected at concentrations that present an acute inhalation exposure hazard to site workers. However, contact with potentially contaminated media (soils, sediments, groundwater) will be avoided. Potential routes of exposure through ingestion and skin contact will be minimized through the use of personal protective equipment (PPE), decontamination procedures, and good personal hygiene (washing hands prior to performing hand to mouth activities such as eating, smoking, etc.). As a precautionary measure, real-time monitoring instruments (photoionization detectors) will be used to detect the presence of any airborne concentrations of VOCs. Additionally, site personnel will visually monitor excavation and drilling operations to determine the presence of airborne dusts. If airborne dusts are observed, area wetting methods will be used to suppress the generation of dusts that may facilitate exposure through inhalation of airborne dusts. Table 6-1 provides information on the toxicological, chemical, and physical properties of some of the contaminants of concern.

TABEL 6-1
CHEMICAL, PHYSICAL, AND TOXICOLOGICAL DATA
SITE 13 NWS EARLE, COLTS NECK, NEW JERSEY

Substance	CAS No.	Air Monitoring/Sampling Information		Exposure Limits	Warning Property Rating	Physical Properties	Health Hazard Information
1,2-Dichloroethylene	540-59-0	PID: I.P. 9.65 eV, high response with PID and 10.2 eV lamp. FID: 50% response with FID.	Air sample using charcoal tube; and carbon disulfide desorption; Sampling and analytical protocol in accordance with OSHA Method #07, and NIOSH Method #1003.	OSHA; NIOSH; ACGIH: 200 ppm IDLH: 1000 ppm	Adequate- odor threshold 0.085-17 ppm. Use organic vapor/acid gas cartridges for exceedances above the TWA up to 1,000 ppm. >1,000 ppm should use pressure-demand supplied air respirator above exposure limits. **Recommended glove:** nitrile - 0.12 hrs; viton - 0.95 hrs	**Boiling Pt:** 117°F; 47°C **Melting Pt:** 7°F; -13.8°C **Solubility:** 0.4% **Flash Pt:** 36°F; 2.2°C **LEL/LFL:** 5.6% **UEL/UFL:** 12.8% **Vapor Density:** 2.0 **Vapor Pressure:** 180-260 mmHg **Specific Gravity:** 1.27 @ 90°F; 32°C **Incompatibilities:** Strong oxidizers, alkalis, potassium hydroxide, and copper. When heated to decomposition temperatures will emit toxic fumes of phosgene. **Appearance and Odor:** Colorless liquid with an acrid odor.	Overexposure may result in CNS depression with potential to cause sleepiness, hallucinations, distorted perceptions, and stupor (narcosis). Systemically, symptoms may result in nausea, vomiting, weakness, tremors, and cramps. May also irritate the eyes, skin, and mucous membranes. Chronic exposures may result in dermatitis, liver, kidney, and lung damage.
Methylene chloride	75-09-2	PID: I.P. 11.32 eV, High response with PID and 11.7 eV lamp. FID: 100% response with FID.	Air sample using charcoal or Anasorb CMS sorbent tube; carbon disulfide desorption; gas chromatography-flame ionization detector; Sampling and analytical protocol shall proceed in accordance with OSHA Method #59, 80, or NIOSH Method #1005.	OSHA: 50 ppm, 100 ppm (Ceiling) ACGIH: 50 ppm NIOSH: Lowest feasible concentration IDLH: 2300 ppm	Inadequate - Odor threshold 160 ppm. Use a gas mask with a Type N canister for concentrations up to 25 ppm. In excess of 25 ppm, use a supplied air respirator (airline respirator with emergency escape cylinder or a Self-Contained Breathing Apparatus - (SCBA). **Recommended gloves:** Nitrile rubber latex glove 3.00 hrs (vendor specific); supported Polyvinyl alcohol glove, unsupported 1-8 hrs; Silver shield 1.90 hrs	**Boiling Pt:** 104°F; 39.8°C **Melting Pt:** -141°F; -96°C **Solubility:** 2% **Flash Pt:** Not available **LEL/LFL:** 13% **UEL/UFL:** 12% **Vapor Density:** 2.93 **Vapor Pressure:** 380 mmHg @ 72°F; 22°C **Specific Gravity:** 1.33 **Incompatibilities:** Strong oxidizers, caustics, metals (i.e. aluminum, magnesium, potassium, sodium, lithium), and concentrated acids **Appearance and Odor:** Colorless liquid with a chloroform-like odor. (Note: A gas above 104°F; 40°C).	Effects of overexposure may include CNS effects - cause sleepiness, fatigue, weakness, lightheadedness, numbness of the limbs, altered cardiac rate and incoordination. These signs and symptoms may be accompanied by nausea, gastric and pulmonary irritation leading possibly to pulmonary edema. In addition to the narcosis long term effects may include liver injury. Listed as possessing carcinogenic properties by NTP, IARC, and ACGIH.
Trichloroethylene	79-01-6	PID: I.P. 9.45 eV, High response with PID and 10.2 eV lamp. FID: 70% Response with FID.	Air sample using charcoal tube; carbon disulfide desorption; Sampling and analytical protocol shall proceed in accordance with OSHA Method #07, or NIOSH Method #1022 or #1003.	OSHA: 50 ppm 200 ppm (Ceiling) ACGIH: 50 ppm 100 ppm STEL NIOSH: 25 ppm IDLH: 1000 ppm	Inadequate - Odor threshold 82 ppm. APRs with organic vapor/acid gas cartridges may be used for escape purposes. Exceedances over the exposure limits require the use of positive pressure-demand supplied air respirator. **Recommended gloves:** PV Alcohol unsupported >16.00 hrs; Silver shield >6.00 hrs; Teflon >24.00 hrs; or Viton >24.00 hrs; Nitrile (Useable time limit 0.5 hr, complete submersion for the nitrile selection)	**Boiling Pt:** 188°F; 86.7°C **Melting Pt:** -99°F; -73°C **Solubility:** 0.1% @ 77°F; 25°C **Flash Pt:** 90°F; 32°C **LEL/LFL:** 8% @ 77°F; 25°C **UEL/UFL:** 10.5 @ 77°F; 25°C **Vapor Density:** 4.53 **Vapor Pressure:** 100 mmHg @ 90°F; 32°C **Specific Gravity:** 1.46 **Incompatibilities:** Strong caustics and alkalis, chemically active metals (barium, lithium, sodium, magnesium, titanium, and beryllium) **Appearance and Odor:** Colorless liquid with a chloroform type odor. Combustible liquid, however, burns with difficulty.	Central nervous system effects including euphoria, analgesia, anesthesia, paresthesia, headaches, tremors, vertigo, and somnolence. Damage to the liver, kidneys, heart, lungs, and skin have also been reported. Contact may result in irritation to the eyes, skin, and mucous membranes. Ingestion may result in GI disturbances including nausea, and vomiting NIOSH lists this substance a potential human carcinogen.

TABEL 6-1
CHEMICAL, PHYSICAL, AND TOXICOLOGICAL DATA
SITE 13 NWS EARLE, COLTS NECK, NEW JERSEY

Substance	CAS No.	Air Monitoring/Sampling Information		Exposure Limits	Warning Property Rating	Physical Properties	Health Hazard Information
Tetrachloroethylene See also Perchloroethylene PERK PCE	127-18-4	PID: I.P. 9.32 eV, relative response ratio 200% with 10.6 eV lamp. FID: 70% relative response ratio with a FID.	Air sample using charcoal tube; carbon disulfide desorption; GC/FID detection. Sampling and analytical protocol shall proceed in accordance with OSHA Method #07, or NIOSH Method #1003.	ACGIH: 25 ppm 100 ppm STEL OSHA: 100 ppm 200 ppm Ceiling; 300 ppm 5-minute max peak in any 3-hr period. IDLH: 150 ppm	Odor threshold for this substance has been determined to be at airborne concentrations of approximately 47 ppm, which is considered adequate. APR with organic vapor/acid gas cartridges should be used for escape purposes only. Exceedances over the recommended exposure limits requires the use of airline or airline/APR combination units. **Recommended glove:** Viton, PV alcohol 5-16 hrs; silver shield >6.00 hrs; teflon 10-24 hrs; and Nitrile in that order. The breakthrough time for the nitrile glove ranges between 1.5 - 5.5 hrs. during complete immersion.	**Boiling Pt:** 250°F; 121°C **Melting Pt:** -2°F; 19°C **Solubility:** 0.02% **Flash Pt:** Not available **LEL/LFL:** Not available **UEL/UFL:** Not available **Vapor Density:** 5.83 **Vapor Pressure:** 14 mmHg @ 77°F; 25°C **Specific Gravity:** 1.62 @ 77°F; 25°C **Incompatiblities:** Strong oxidizers, alkalis, fuming sulfuric acid, and chemically active metals. When heated to decomposition temperatures will emit toxic fumes of chlorine. **Appearance and Odor:** Colorless liquid with a mild chloroform like odor.	Overexposure may result in irritation to eyes, nose, throat, and skin. Potential CNS effects including sleepiness, incoordination, headaches, hallucinations, distorted perceptions, and stupor (narcosis). Systemically, symptoms may result in nausea, vomiting, weakness, tremors, and cramps. Chronic exposures may result in dermatitis, enlarged tender liver, kidney, and lung damage. This material is considered a animal carcinogen (liver tumors), however, inadequate evidence exists concerning carcinogenic potential in humans.
Antimony	7440-36-0	Particulate form - unable to be detected by PID/FID.	Air sample using particulate filter; acid desorption; atomic absorption spectrometry PeCam Sampling and analytical protocol shall proceed in accordance with NIOSH Method #261.	OSHA/NIOSH/ACGIH: 0.5 mg/m³ IDLH: 50 mg/m³	Metallic taste resulting from exposure. **Recommended Air Purifying Cartridges:** Protect from dusts, fumes, and mists use HEPA filters. **Recommended gloves:** This is in the particulate form. Therefore any glove suitable to prevent skin contact.	**Boiling Pt:** 2975°F; 1635°C **Melting Pt:** 1166°F; 630°C **Solubility:** Insoluble **Flash Pt:** Nonflammable **LEL/LFL:** Nonflammable **UEL/UFL:** Nonflammable NOTE: This substance is nonflammable but may present a moderate explosion hazard when airborne dusts of an adequate concentration are exposed to flames. **Vapor Density:** Not available **Vapor Pressure:** 1 mmHg @ 1627°F; 886°C **Specific Gravity:** 6.684 @ 77°F; 25°C **Incompatibles:** Acids, oxidizers, halogens **Appearance and odor:** silvery gray, lustrous metal	This substance is considered a poison by ingestion, irritating to the skin and mucous membranes causing inflammation to the nose,mouth, and throat. Chronic exposure may result in some forms of dermatitis. Ingestion may result in a metallic taste, vomiting, colic, and diarrhea. Chronic exposure may result in addition to those stated above indigestion, loss of appetite and weight, and diarrhea. Sores in the mouth along with a sore throat help distinguish this form of poisoning from other forms of metallic poisoning such as lead and arsenic. Inhalation at excessive concentrations may result in difficulty in breathing, headaches and a bloody discharge from the nose, and chemical pneumonitis.

TABEL 6-1
CHEMICAL, PHYSICAL, AND TOXICOLOGICAL DATA
SITE 13 NWS EARLE, COLTS NECK, NEW JERSEY

Substance	CAS No.	Air Monitoring/Sampling Information		Exposure Limits	Warning Property Rating	Physical Properties	Health Hazard Information
Arsenic	7440-38-2	Particulate form - This substance is unable to be detected by PID/FID.	Air sample using a particulate filter; acid desorption; AAS detection. Sampling and analytical protocol shall proceed in accordance with NIOSH Method #7900.	OSHA: Organic compounds 0.5 mg/m³ Inorganic compounds 0.01 mg/m³ NIOSH: (Ceiling) 0.002 mg/m³ ACGIH: 0.01 mg/m³ IDLH: 5 mg/m³ as arsenic	No identifiable warning properties to indicate presence and thereby detection. **Recommended APR Cartridge:** Suitable for dust and fume. Organic vapor acid gases with HEPA filter. This substance may be presented as a pesticide, therefore a cartridge suitable for pesticides (MSA-GMP). **Recommended Gloves:** This is in the particulate form. Therefore any glove suitable to prevent skin contact (Nitrile has been the one most widely used for the other substances).	**Boiling Pt:** sublimation @ 1134°F; 612° C **Melting Pt:** 1497°F; 814°C @ 36 atm **Solubility:** Insoluble in water;soluble in nitric acid **Flash Pt:** Nonflammable, however, airborne in the form of a dust this substance will support combustion **LEL/LFL:** Nonflammable **UEL/UFL:** Nonflammable **Vapor Density:** Not available **Vapor Pressure:** 1 mmHg @ 372°C (sublimes) **Specific Gravity:** 5.73 **Incompatibilities:** Oxidizers, halogens,zinc, lithium, azides, and acetylides **Appearance and odor:** Gray to black, brittle, crystalline, amorphous, odorless.	Overexposure to this substance through inhalation or ingestion may result in ulceration of the nasal septum, GI disturbances resulting in violent purging and vomiting, hoarse voice, sore throat, excessive salivation, peripheral neuropathy (numbness and burning sensations beginning at the extremities followed by motor weakness), respiratory irritation leading to possible pulmonary edema. Skin or eye contact may result in irritation, conjunctiva, dermatitis, and hyperpigmentation (darkening of the areas exposed) of the skin. This substance has been judged to be a Human carcinogen by NTP, and IARC.
Cadmium	7440-43-9	Particulate Form - Unable to be easily detected by PID or FID.	Air sample using a mixed cellulose-ester filter / acid desorption and analysis by atomic absorption-flame. Sampling and analytical protocol shall proceed in accordance with NIOSH Method #7300 or #7048.	OSHA: 2 µg/m³ (0.002 mg/m³) ACGIH: 0.01 mg/m³ (total particulate) 0.002 mg/m³ (respirable particulate) IDLH: 9 mg/m3 (as cd)	The use of an air purifying, full face-piece respirator with a high efficiency particulate air filter for concentrations up to 0.25 mg/m³. **Recommended Gloves:** This is in particulate form. Therefore any glove suitable to prevent skin contact.	**Boiling Pt:** 1412°F; 767°C **Melting Pt:** 610°F; 321°C **Solubility:** Insoluble **Flash Pt:** Not applicable (Airborne dust may burn or explode when exposed to heat, flame, or incompatible chemicals) **LEL/LFL:** Not applicable **UEL/UFL:** Not applicable **Vapor Density:** Not available **Vapor Pressure:** 1 mmHg @ 741°F; 394°C **Specific Gravity:** 8.65 @ 90°F; 32°C **Incompatibilities:** Strong oxidizers, elemental sulfur, selenium, tellurium, zinc, nitric acid, and hydrazoic acid **Appearance and Odor:** Metal: Silver-white, blue-tinged lustrous, odorless solid. Fume: yellow-brown, finely divided particulate dispersed in air.	Overexposure to this substance may result in irritation to the respiratory tract, dyspnea, tightness in the chest, coughing, possibly pulmonary edema. Overexposure to fumes causes symptoms characteristic of the flu (headaches, chills, muscle aches, nausea, vomiting, diarrhea). Chronic exposure may result in damage to the lungs, kidneys and liver. This substance has been identified as a confirmed animal; potential human carcinogen by IARC and NTP.

TABEL 6-1
CHEMICAL, PHYSICAL, AND TOXICOLOGICAL DATA
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Substance	CAS No.	Air Monitoring/Sampling Information		Exposure Limits	Warning Property Rating	Physical Properties	Health Hazard Information
Chromium Compounds	7440-47-3 (Element)	Not detectable by PID. Not detectable by FID.	Air sample using mixed cellulose - ester filter; acid desorption and analysis by atomic absorption. Sampling and analytical protocol shall proceed in accordance with NIOSH Method #7024.	OSHA & NIOSH: (Chromium II, III) 0.5 mg/m³ (Chromium VI) 0.1 mg/m³ (Ceiling) ACGIH: 0.5 mg/m³ (Chromium II, III compounds). 0.05 mg/m³ (Chromium VI compounds) IDLH: 30 mg/m³ (Chromium VI compounds)	The use of a air purifying, full face-piece respirator with a high efficiency particulate filter for concentrations up to 0.1 mg/m³. **Recommended Gloves:** This is in particulate form. Therefore any glove suitable to prevent skin contact.	**Boiling Pt:** 4788°F; 2642°C **Melting Pt:** 3452°F; 1900°C **Solubility:** Insoluble **Flash Pt:** Not applicable (Airborne dust may burn or explode when exposed to heat, flame, or incompatible chemicals) **LEL/LFL:** Not applicable **UEL/UFL:** Not applicable **Vapor Density:** Not available **Vapor Pressure:** 0 mmHg **Specific Gravity:** 7.14 **Incompatibilities:** Strong oxidizers, peroxides, and alkalis **Appearance and Odor:** Appearance and odor vary depending upon the specific compound.	Health hazards are characterized normally through chronic exposure manifesting as histologic fibrosis of the lungs and ulceration of the nasal septum and skin. IARC, NTP and ACGIH list various chromium compounds as possessing carcinogenic properties.
Mercury	7439-97-6	Jerome Mercury Vapor Analyzer This substance is unable to be detected by PID/FID.	Air sample using Hydrar® sorbent tube; acid desorption; AA cold detection. Sampling and analytical protocol shall proceed in accordance with NIOSH Method #6009.	OSHA; NIOSH; ACGIH: as alkyl compounds 0.01 mg/m³, STEL 0.03 mg/m³ IDLH: 10 mg/m³	No identifiable warning properties to indicate presence and thereby detection. **Recommended APR Cartridge:** Suitable for Metallic mercury with HEPA filter. Preferably, with an end-of-service life indicator. **Recommended gloves:** Rubber gloves	**Boiling Pt:** 674°F; 356.9°C **Melting Pt:** -38°F; -38.89°C **Solubility:** Insoluble **Flash Pt:** Not available **LEL/LFL:** Not available **UEL/UFL:** Not available **Vapor Density:** Not available **Vapor Pressure:** 0.0012 mmHg @ 77° F; 25°C **Specific Gravity:** 13.6 **Incompatibilities:** Acetylene, ammonia, chlorine dioxide, azides, calcium, sodium carbide, lithium, rubidium, and copper **Appearance and odor:** Silvery-white heavy mobile liquid, odorless	This substance is corrosive to all points of contact. Systemic symptoms include irritability, wakefulness, muscle weakness and tremors, increased reflexes, gingivitis, anorexia, headache, tinnitus, hypermobility, GI disturbances (nausea, vomiting), diarrhea (sometimes bloody), liver changes, dermatitis, and fever. Symptoms experienced via inhalation include to those above coughing, chest pain, dyspnea, bronchial pneumonitis, and excessive salivation.

TABEL 6-1
CHEMICAL, PHYSICAL, AND TOXICOLOGICAL DATA
SITE 13 NWS EARLE, COLTS NECK, NEW JERSEY

Substance	CAS No.	Air Monitoring/Sampling Information		Exposure Limits	Warning Property Rating	Physical Properties	Health Hazard Information
Lead	7439-92-1	Particulate form - Unable to be detected by either PID or FID.	Air sample using a mixed cellulose ester filter; or HNO_3 or H_2O_2 desorption; or Atomic absorption detection. NIOSH Method #7082 or #7300.	OSHA: 0.05 mg/m^3 ACGIH: 0.05 mg/m^3 NIOSH: 0.10 mg/m^3 IDLH: 100 mg/m^3 as lead	The use of a air purifying, full-face respirator with high efficiency particulate air filter for up to 2.5 mg/m^3. **Recommended gloves:** This is in the particulate form. Therefore any glove suitable to prevent skin contact (Nitrile has been the one most widely used for the other substances).	**Boiling Pt:** 3164°F; 1740°C **Melting Pt:** 621°F; 327°C **Solubility:** Insoluble **Flash Pt:** Not applicable (Airborne dust may burn or explode when exposed to heat, flame, or incompatible chemicals) **LEL/LFL:** Not applicable **UEL/UFL:** Not applicable **Vapor Density:** Not available **Vapor Pressure:** 0 mmHg **Specific Gravity:** 11.34 **Incompatibilities:** Strong oxidizers, peroxides, sodium acetylide, zirconium, and acids **Appearance and Odor:** Metal: A heavy ductile, soft gray solid.	Overexposure to this substance via ingestion or inhalation may result in metallic taste in the mouth, dry throat, thirst, Gastrointestinal disorders (burning stomach pain, nausea, vomiting, possible diarrhea sometimes bloody or black, accompanied by severe bouts of colic), CNS effects (muscular weakness, pain, cramps, headaches, insomnia, depression, partial paralysis possibly coma and death. Extended exposure may result in damage to the kidneys, gingival lead line, brain, and anemia.
Silver	7440-22-4	Particulate form - Unable to be detected by PID or FID.	Air sample using a mixed cellulose ester filter; acid desorption; Atomic absorption or plasma emission spectroscopy detection. Sampling and analytical protocol shall proceed in accordance with NIOSH Method #5(s182), or OSHA Method #ID121.	NIOSH; OSHA; ACGIH: 0.01 mg/m^3	No identifiable warning properties to indicate presence and thereby detection. The use of a air purifying, full-face respirator with a high efficiency particulate air filter. **Recommended gloves:** This is in the particulate form. Therefore any glove suitable to prevent skin contact (Nitrile has been the one most widely used for the other substances).	**Boiling Pt:** 4014°F; 2212°C **Melting Pt:** 1764°F; 962°C **Solubility:** Insoluble **Flash Pt:** Not applicable (Airborne dust may burn or explode when exposed to heat, flame, or incompatible chemicals) **LEL/LFL:** Not applicable **UEL/UFL:** Not applicable **Vapor Density:** Not available **Vapor Pressure:** 0 mmHg **Specific Gravity:** 10.49 **Incompatibilities:** Acetylene, acetylene compounds, ammonia, peroxides, bromoazide, chlorine, trifluoride, ethylene imine, oxalic acid, nitric acid, and tartaric acid **Appearance and Odor:** Metal: white lustrous solid.	Overexposure to this substance may result in gastrointestinal, upper respiratory, and skin irritation. Discoloration of the eyes, skin and hair.
Chlordane	57-74-9	Substance is not volatile (VP=.00001 mmHg) I.P. is unknown, therefore detection by PID is unknown. Substance is non-combustible, therefore a FID is not expected to have a response to chlordane.	Air sample using Chromosorb-102 sorbent tube with mixed cellulose-ester filter or a xad-2 sorbent tube with filter. Toluene desorption and analysis by gas chromatography-electron capture detector. Sampling and analytical protocol will proceed in accordance with NIOSH Method #5510 or OSHA Method #67.	OSHA; NIOSH; ACGIH: 0.5 mg/m^3	Adequate - can use an air purifying respirator with an organic vapor & high efficiency air filter cartridges. **Recommended gloves:** PTFE Teflon for pure product. Nitrile acceptable for incidental contact.	**Boiling Pt:** 347°F; 175°C **Melting Pt:** Not available **Solubility:** Insoluble **Flash Pt:** Not available **LEL/LFL:** Not available **UEL/UFL:** Not available **Vapor Density:** Not available **Vapor Pressure:** 0.00001 mmHg **Specific Gravity:** 1.56 @ 60°F; 15.5°C **Incompatibilities:** Strong oxidizers and alkaline reagents **Appearance and Odor:** Amber-colored, viscous liquid with a pungent, chlorine like odor.	Earliest signs of overexposure manifest as hypersensitivity of the central nervous system characterized by hyperactive reflexes, muscle twitching, tremors, incoordination, ataxia, and clonic convulsions. Cycles of excitement and depression may be repeated over and over. Chronic health hazard information similar to those for DDT.

TABEL 6-1
CHEMICAL, PHYSICAL, AND TOXICOLOGICAL DATA
SITE 13 NWS EARLE, COLTS NECK, NEW JERSEY

Substance	CAS No.	Air Monitoring/Sampling Information		Exposure Limits	Warning Property Rating	Physical Properties	Health Hazard Information
DDT and the major metabolites: DDD and DDE.	50-29-3 72-54-8 72-55-9	Substance is not volatile. I.P. is unknown, detection by PID is unknown. Substance non-combustible, therefore a FID is anticipated to have reduced response to DDT.	Air sample using a binder free, glass fiber filter; isoctane desorption; gas chromatography-electron capture detector. Sampling and analytical protocol will proceed in accordance with NIOSH Method #3(S274).	OSHA; ACGIH: 1 mg/m³ NIOSH: 0.5 mg/m³	Adequate - Can use air purifying respirator with high efficiency particulate air filter (HEPA). **Recommended glove:** Nitrile acceptable for incidental contact.	**Boiling Pt:** 230°F; 110°C **Melting Pt:** 226°F; 108°C **Solubility:** Insoluble **Flash Pt:** 162-171°F; 72-77°C **LEL/LFL:** Not available **UEL/UFL:** Not available **Vapor Density:** Not available **Vapor Pressure:** Low **Specific Gravity:** 0.99 **Incompatibilities:** Strong oxidizers and alkalis **Appearance and Odor:** Colorless crystals or off-white powder with a slight aromatic odor	Large doses are followed by vomiting due to gastric irritation, diarrhea may follow. Numbness and parethesias of the lips tongue and face associated with malaise, headache, sorethroat, fatigue and weakness. Coarse tremors (usually first of the neck, head, and eyelids). This may be accompanied by confusion, apprehension, and depression. Convulsions may result and death may occur from respiratory failure. DDT is absorbed and retained in the fat of humans. Chronic exposure may result in damage to the liver, kidneys and Peripheral Nervous System. DDT is recognized as possessing carcinogenic properties by IARC and NTP.
Aroclor-1260 (Polychlorinated Biphenyl, PCB) It should be noted that this substance is representative of the more common isomers Aroclor - 1242, 1254, which may be encountered.	11096-82-5 53469-21-9 (42%) 11097-69-1 (54%)	Substance is not volatile (VP=0.00006 mmHg), I.P. is unknown however is anticipated to be elevated, therefore, PID is not anticipated to detect substance. Substance is non combustible and as a result will not be detected by FID.	Air sample using a particulate filter, Florisil sorbent tube with glass fiber filter; hexane desorption; gas chromatography-electron capture detector. Sampling and analytical protocol shall proceed in accordance with NIOSH Method #5503 (PCBs).	OSHA; ACGIH: 0.5 mg/m³ (skin) NIOSH: 0.001 mg/m³ IDLH: 5 mg/m³	Inadequate - However due to the low volatility it is assumed unless agitated this substance does not present a volatile vapor or gas respiratory threat. For dusty conditions where this material may cling to particulates, use a HEPA filter. APRs are approved for escape only when concentrations exceed the exposure limits. Concentrations greater than the exposure limits require PAPR or supplied air respirators. **Recommended glove:** Butyl rubber >24 hrs; Neoprene rubber >24.00 hrs; Silver shield or Viton (for pure product).	**Boiling Pt:** distillation range 689- 734°F; 365-390°C **Melting Pt:** -2 to 50°F; -19 to 10°C **Solubility:** Insoluble **Flash Pt:** Not applicable **LEL/LFL:** Not applicable **UEL/UFL:** Not applicable Nonflammable liquid, however, exposure to fire results in black soot containing PCBs, dibenzofurans, & chlorinated dibenzo-p-dioxins **Vapor Density:** Not available **Vapor Pressure:** 0.00006 - 0.001 mmHg **Specific Gravity:** 1.566 @ 60°F; 15.5°C **Incompatibilities:** Strong oxidizers **Appearance and Odor:** Colorless to pale yellow, viscous liquid or solid (Aroclor 54 below 50°F) with a mild, hydrocarbon odor	This substance is irritating to the eyes and skin. Chronic effects of overexposure may include potential to cause liver damage, chloracne, and reproductive effects. Recognized as possessing carcinogenic properties by NIOSH, and NTP.

6.2 PHYSICAL HAZARDS

The physical hazards that may be present during the performance of site activities are summarized below:

- Heavy equipment hazards (pinch/compression points, rotating equipment, etc.)
- Slips, trips, and falls
- Energized systems (contact with underground or overhead utilities)
- Lifting (strain/muscle pulls)
- Noise exceeding 85 decibels (dBAs)
- Ambient temperature extremes (heat or cold stress)
- Eye (flying projectiles) and foot hazards
- Unexploded Ordnance (UXO) hazards
- Excavation hazards
- Pinches and compressions
- Contact with sharp objects (glass, metal, etc.)
- Vehicular and foot traffic

These physical hazards are discussed in Table 5-1 as applicable to each site task. Furthermore, many of these hazards are discussed in detail in Section 4.0 of the Health and Safety Guidance Manual. Specific discussion on some of these hazards is presented below.

6.2.1 Heavy Equipment Hazards (Pinch/Compression Points, Rotating Equipment, etc.)

Often the hazards associated with drilling operations are the most dangerous to be encountered during site activities. The SSO will thoroughly discuss safe drilling procedures during the pre-activities training session. All site personnel will sign the form in Figure 8-2 documenting that they received the training and understand the procedures. The following rules will apply to drilling operations:

- Each rig must be equipped with emergency stop devices that will be tested daily to ensure that they are operational.
- Long handled shovels or equivalent shall be used to clear cuttings from the borehole and rotating equipment.
- The driller may not leave the controls when the augers are rotating.

6.2.2 Energized Systems (Contact with Underground or Overhead Utilities)

Underground utilities such as pressurized lines, water lines, telephone lines, buried utility lines, and high voltage power lines are known to be present throughout the facility. Clearance of underground and overhead utilities for each sample location will be coordinated with NWS Earle personnel. All work must be consistent with the SOP for Utility Locating and Excavation Clearance (See Attachment II of this HASP). Additionally, drilling operations will be conducted at a safe distance (>20 feet) from overhead power lines. Whenever underground utilities are suspected to be close to subsurface sampling locations, the borehole will be advanced to a minimum of 5 feet with a hand auger before drilling. As built drawings may also be used for additional clarification. In certain cases, NWS Earle personnel may need to de-energize electrical cables using facility lockout/tagout procedures to ensure electrical hazards are eliminated.

New Jersey One Call

In New Jersey the law requires you to call New Jersey One-Call at least three but no more than 10 business days before you dig (even with a shovel). New Jersey One-Call is a free utility locating service for homeowners and contractors throughout New Jersey. Within three business days of your call, the location of underground utilities will be marked. Call 1-800-272-1000 before you dig.

6.2.3 Ambient Temperature Extremes

Overexposure to high or low ambient temperatures (heat or cold stress) may exist during performance of this work depending on the project schedule. Work performed when ambient temperatures exceed 70°F may result in varying levels of heat stress (heat rash, heat cramps, heat exhaustion, and/or heat stroke) depending on variables such as wind speed, humidity, and percent sunshine, as well as physiological factors such as metabolic rate and skin moisture content. Additionally, work load and level of protective equipment will affect the degree of exposure. Site personnel will be encouraged to drink plenty of fluids to replace those lost through perspiration. Work performed when ambient temperatures are below 40°F may result in varying levels of cold stress (tremors, frostbite, wind burn, etc.) depending on variables such as wind speed, humidity, and percent sunshine, as well as physiological factors such as metabolic rate and skin moisture content. Additional information such as Work-Rest Regimens and personnel monitoring may be found in Section 4.0 of the Health and Safety Guidance Manual. The SSO will recommend additional heat or cold stress control measures as they are deemed necessary per American Conference of Governmental Industrial Hygienists (ACGIH) guidelines.

6.2.4 UXO Hazards

Site 13 is partially located with explosive safety quantity distance (ESQD) arcs. Although the primary function of the site was scrap metal storage, it is unlikely that any UXO would be present in the fill material, however, ordinance shapes have been encountered at the site during intrusive operations. As a result, Explosive Ordnance Disposal (EOD) specialists from TtNUS will be used for intrusive operations (test trench excavations, soil borings, etc.) conducted at Site 13. The TtNUS UXO SOP, presented in Attachment VI will be followed for all intrusive operations conducted at Site 13.

6.2.5 Excavation Hazards

Numerous test trenches will be excavated to determine the lateral extent of Site 13. It is anticipated that a total of eight test trenches will be excavated to a depth of up to 12 feet or until the bottom of the waste can be identified. No samples will be collected and site personnel will not be permitted, under any circumstance, to enter an excavation. Entry into excavations will require modification of this HASP that including the use of protective systems (benching, sloping, shoring, trench boxes, etc.) to minimize the potential for cave-ins; the use of a qualified person to classify soil types and design protective systems; and additional air monitoring procedures in accordance with Subpart P of 29 CFR 1926 and other applicable OSHA regulations. Equipment, personnel, and site vehicles will be restricted from the edges of excavations (at least a distance of 3 feet from the edge of the excavation) to minimize the potential for cave-ins due to increase loading on unstable/unsupported ground. All excavations will be backfilled after the completion of the test trench. No open excavation will be left unattended. Open excavations and areas where excavations are being performed shall be barricaded or otherwise marked.

6.3 NATURAL HAZARDS

6.3.1 Insect/Animal Bites and Stings, Poisonous Plants, etc.

Contact with poisonous plants and bites or stings from poisonous insects are other natural hazards that must be considered. All site personnel who are allergic to stinging insects such as bees, wasps, and hornets must be particularly careful because severe illness and death may result from allergic reactions. As with a medical condition or allergy, information regarding the condition must be listed on the Medical Data Sheet and the FOL and SSO must be notified.

Ticks

During warm months (spring through early fall), tick-borne Lyme Disease may pose a potential health hazard. The longer a disease-carrying tick remains attached to the body, the greater the potential for contracting the disease. Wearing long sleeved shirts and long pants (tucked into boots) as well as performing frequent body checks will prevent long-term attachment. Site first aid kits should be equipped with medical forceps and rubbing alcohol to assist in tick removal. If necessary, tyvek coveralls can be worn to provide a barrier between the skin and ticks that may come into contact with clothing. Commercially available insect repellents have been shown to be effective at repelling ticks and other biting insects. For information regarding tick removal procedures and symptoms of exposure consult Attachment VII of this HASP or Section 4.0 of the Health and Safety Guidance Manual.

West Nile Virus

West Nile Virus (WNV) can spread to people and animals through the bite of an infected mosquito. Mosquitoes acquire the virus from infected birds. **Infected mosquitoes then transmit the West Nile virus to humans and animals when biting (or taking a blood-meal). West Nile encephalitis is NOT transmitted from person-to-person. There is no evidence that a person can get the virus from handling live or dead infected birds. However, avoid bare-handed contact when handling any dead animals, including dead birds. Ticks have not been implicated as vectors of West Nile-like virus.**

Prior to the detection of the virus in New York City, the virus, which can cause the brain infection encephalitis, WNV was found only in Africa, Eastern Europe and West Asia. **Mild infections are common and include fever, headache, and body aches, often with skin rash and swollen lymph glands. More severe infection is marked by headache, high fever, neck stiffness, stupor, disorientation, coma, tremors, occasional convulsions, paralysis and, rarely, death (especially in the elderly and very young). The incubation period of West Nile encephalitis is usually 3 to 12 days. There is no specific therapy or vaccine against West Nile encephalitis.** The vast majority of people who are bitten by an infected mosquito will develop only mild symptoms, if any.

In New Jersey, the legislation that established mosquito control, did so at the level of county government. All 21 counties have a mosquito control program of some kind. This network of county agencies interact with state government via the Departments of Health and Senior Services, Agriculture, Environmental Protection and the Agricultural Experiment Station at Rutgers University. New Jersey has a comprehensive plan for dealing with a possible return of the West Nile Virus. It includes enhanced mosquito control efforts; increased human, animal and mosquito surveillance; a streamlined system for testing collected samples, and a public education program.

Additional information can be obtained from the Monmouth County Mosquito Extermination Commission at (723) 542-3630.

Precautions

- **Limit outdoor activities during peak mosquito times – at dusk and dawn.**
- **Avoid standing water**
- **Wear long-sleeved shirts and long pants whenever you are outdoors.**
- **Apply insect repellent to exposed skin according to manufacturer instruction. An effective repellent will contain 20% to 30% DEET (N,N-diethyl-meta-toluamide). Avoid products containing more than 30% DEET.**
- **Spray clothing with repellents containing permethrin or DEET, mosquitoes may bite through thin clothing.**

6.3.2 Inclement Weather

Many of the project tasks will be performed outdoors. As a result, inclement weather may be encountered. If adverse weather (e.g., electrical storms, hurricanes, etc.) conditions arise, the FOL and/or SSO will temporarily suspend or terminate activities until hazardous conditions cease.

Tropical Storms and Hurricanes

As the NWS Earle, New Jersey area is in a tropical storm, hurricane prone area, the following information is supplied to explain the potential severity of these natural hazards. The decision to curtail operations and evacuate the area should be made by the FOL, PM, and the HSM:

During the early summer to late fall months, typically from the first of June through the end of November, disturbances migrating off the West Coast of Africa move into the Atlantic Ocean and develop into tropical cyclones known as tropical storms and hurricanes. Many of these cyclones become strong enough to threaten life and property along the Eastern Seaboard and Gulf Coast. There are three main threats associated with tropical storms and hurricanes:

- High winds
- Excessive rainfall
- Storm surge

The impacts of high winds and excessive rainfall occur hours, maybe days, before the tropical storm or hurricane makes landfall. However, the storm surge accompanies the storm or hurricane at the time that landfall occurs.

High Winds

Sustained winds vary greatly from storm to storm, but can range from 39 to 73 miles per hour (wind speeds associated with a tropical storm) to greater than 74 miles per hour (minimal wind speed for a Category 1 hurricane). The table below compares the type of storm or hurricane and the corresponding wind speed.

TABLE 6-2
TROPICAL STORM/HURRICANE RATING SCALE

TYPE	CATEGORY*	WINDS (MPH)
Tropical Depression	NA	>35-38
Tropical Storm	NA	39 – 73
Hurricane	1	74 – 95
Hurricane	2	96 – 110
Hurricane	3	111 – 130
Hurricane	4	131 – 155
Hurricane	5	>155

NA – Not Applicable

* Based on the Saffir-Simpson scale

In addition to strong winds, there is the threat of debris (i.e. building material, trees, etc.) becoming airborne projectiles as they are carried by the high winds. Thunderstorms and tornadoes embedded within the tropical storm or hurricane can further increase the wind speeds on a localized level.

Excessive Rainfall

Heavy rains associated with tropical storms and hurricanes also vary greatly from storm to storm. On average, an inch of rainfall an hour is not uncommon with major hurricanes, somewhat lesser amounts with tropical storms. However, the primary threat is not the intensity of rain, but the duration of rainfall. Since many tropical storms and hurricanes are slow-movers, they are capable of producing sustained heavy rainfall over a long period of time. It is not uncommon for an area to receive nearly 20 inches of rain in 24 hours. Under these conditions, street; stream and creek flooding is inevitable only to be exacerbated by locally heavier rains from thunderstorms.

Storm Surge

The storm surge is an abnormal rise in sea level accompanying a hurricane or tropical storm. The height of the storm surge (usually measured in feet) is the difference in sea level from the observed level (during the storm) and the level that would have occurred in the absence of the storm or hurricane. The more intense the storm or hurricane the higher the storm surge. Storm surges become even higher if they occur during periods of high tide.

The following table defines some of the terminology and possible calls to action regarding tropical cyclones:

TABLE 6-3
TROPICAL STORM/HURRICANE
WATCH AND WARNING

STORM DESCRIPTION	DEFINITION	CALL TO ACTION
Tropical Storm Watch	Tropical storm conditions are possible in the specified area of the watch, usually within 36 hours	Weather conditions should be monitored for further advisories. Prepare for possible evacuation by local officials
Tropical Storm Warning	Tropical storm conditions are expected in the specified area of the warning, usually within 24 hours.	Work should be suspended in areas where lightning, high winds and rainfall could pose a threat to life. Mandatory evacuations may be enforced by local officials.
Hurricane Watch	Hurricane conditions are possible in the specified area of the watch, usually within 36 hours.	Weather conditions should be monitored for further advisories. Prepare for possible evacuation by local officials
Hurricane Warning	Hurricane conditions are expected in the specified area of the warning, usually within 24 hours.	Mandatory evacuations will most likely be enforced by local officials.

A NOAA Weather Radio is the best means to receive watches and warnings from the National Weather Service. The National Weather Service continuously broadcasts updated hurricane advisories that can be received by widely available NOAA Weather Radios.

7.0 AIR MONITORING

Direct reading instruments will be used at the site to detect and evaluate the presence of site contaminants and other potentially hazardous conditions. As a result, specific air monitoring measures and requirements are established in Table 5-1 pertaining to the hazards and tasks of an identified operation. Additionally Section 1.0, the Health and Safety Guidance Manual contains detailed information regarding direct reading instrumentation, as well as general calibration procedures of various instruments.

7.1 INSTRUMENTS AND USE

Instruments will be used primarily to monitor source points and worker breathing zone areas while observing instrument action levels. Action levels are discussed in Table 5-1 as they may apply to a specific task or location.

7.1.1 Photoionization Detector

VOC contaminants of concern were previously detected at concentrations that are unlikely to present an inhalation exposure hazard to site workers. However, as a precautionary measure, a Photoionization Detector (PID) using a lamp energy of 10.6 electron volts (eV) or higher, will be used to monitor for VOCs that may be present at source areas (soil boring, test trenches, samples, etc.) and within worker breathing zones during site activities. The PID has been selected because it is capable of detecting the organic vapors of concern (specifically chlorinated solvents and associated degradation products). This instrument will only detect the presence of ionizing contaminants. This instrument will not detect the explosive compounds and metals.

Before starting field activities, the background levels of the site must be determined and noted. Daily background readings will be taken away from areas of potential contamination. These readings, influencing conditions (weather, temperature, humidity, etc.), and site location must be documented in the field operations logbook or other site documentation (e.g., sample log sheet).

7.1.2 Hazard Monitoring Frequency

Table 5-1 presents the frequencies in which hazard monitoring will be performed as well as the action levels that will initiate the use of elevated levels of protection. The SSO may decide to increase these frequencies based on instrument responses and site observations. The frequency in which monitoring is performed will not be reduced without the prior consent of the PHSO or HSM.

7.2 INSTRUMENT MAINTENANCE AND CALIBRATION

Hazard monitoring instruments will be maintained and pre-field calibrated by the TtNUS Equipment Manager. Operational checks and field calibration will be performed on instruments each day before use. Field calibration will be performed on instruments according to manufacturer's recommendations (for example, the PID must be field calibrated daily and an additional field calibration must be performed at the end of each day to determine significant instrument drift). These operational checks and calibration efforts will be performed in a manner that complies with the employees health and safety training, the manufacturer's recommendations, and with the applicable manufacturer SOP (copies of which can be found in the Health and Safety Guidance Manual that will be maintained onsite for reference). All calibration efforts must be documented. Figure 7-1 is provided for documenting these calibration efforts. This information may instead be recorded in a field operations logbook, provided that the information specified in Figure 7-1 is recorded. This required information includes the following:

- Date calibration was performed
- Individual calibrating the instrument
- Instrument name, model, and serial number
- Relevant instrument settings and resultant readings (before and after) calibration
- Identification of the calibration standard (lot no., source concentration, supplier)
- Relevant comments or remarks

Figure 7-1
Documentation of Field Calibration

SITE NAME: ______________________ **PROJECT NO.:** ____________

Date of Calibration	Instrument Name and Model	Instrument I.D. Number	Person Performing Calibration	Instrument Settings		Instrument Readings		Calibration Standard (Lot Number)	Remarks/ Comments
				Pre-Calibration	Post-Calibration	Pre-Calibration	Post-Calibration		

8.0 TRAINING/MEDICAL SURVEILLANCE REQUIREMENTS

8.1 INTRODUCTORY/REFRESHER/SUPERVISORY TRAINING

This section is included to specify health and safety training and medical surveillance requirements for both TtNUS and subcontractor personnel participating in site activities.

8.1.1 Requirements for TtNUS Personnel

All TtNUS personnel must complete 40 hours of introductory hazardous waste site training before working at Site 13 at NWS Earle. Additionally, TtNUS personnel who have had introductory training more than 12 months before site work must have completed 8 hours of refresher training within the past 12 months before being cleared for site work. In addition, 8-hour supervisory training in accordance with 29 CFR 1910.120(e)(4) will be required for site supervisory personnel.

Documentation of TtNUS introductory, supervisory, and refresher training as well as site-specific training will be maintained onsite. Copies of certificates or other official documentation will be used to fulfill this requirement.

TtNUS will conduct a pre-activities training session before initiating site work. Additionally, a brief meeting will be held daily to discuss operations planned for that day. At the end of the workday, a short meeting will be held to discuss the operations completed and problems encountered. This activity will be supported through the use of Safe Work Permits (See Section 10.10).

8.1.2 Requirements for Subcontractors

All TtNUS subcontractor personnel must have completed introductory hazardous waste site training or equivalent work experience as defined in OSHA Standard 29 CFR 1910.120(e) and 8 hours of refresher training meeting the requirements of 29 CFR 1910.120(e)(8) before performing field work at NWS Earle. TtNUS subcontractors must certify that each employee has had such training by sending TtNUS a letter on company letterhead containing the information in the example letter provided in Figure 8-1 and by providing copies of certificates for subcontractor personnel participating in site activities.

FIGURE 8-1.

TRAINING LETTER

The following statements must be typed on company letterhead, signed by an officer of the company, and accompanied by copies of personnel training certificates:

LOGO
XYZ CORPORATION
555 E. 5th Street
Nowheresville, Kansas 55555

Month, day, year

Mr. Daniel Witt, P.E.
Project Manager
Tetra Tech NUS, Inc.
661 Andersen Drive
Pittsburgh, PA 15220

Subject: HAZWOPER Training for NWS Earle, New Jersey

Dear Mr. Witt,

As an officer of XYZ Corporation, I hereby state that I am aware of the potential hazardous nature of the subject project. I also understand that it is our responsibility to comply with applicable occupational safety and health regulations, including those stipulated in Title 29 of the Code of Federal Regulations (CFR), Parts 1900 through 1910 and Part 1926.

I also understand that Title 29 CFR 1910.120, titled "Hazardous Waste Operations and Emergency Response," requires an appropriate level of training for certain employees engaged in hazardous waste operations. In this regard, I hereby state that the following employees have had 40 hours of introductory hazardous waste site training or equivalent work experience as requested by 29 CFR 1910.120(e) and have had 8 hours of refresher training as applicable and as required by 29 CFR 1910.120(e)(8) and that site supervisory personnel have had training in accordance with 29 CFR 1910.120(e)(4).

LIST FULL NAMES OF EMPLOYEES AND THEIR SOCIAL SECURITY NUMBERS HERE.

Should you have questions, please contact me at (555) 555-5555.

Sincerely,

(Name and Title of Company Officer)

8.2 SITE-SPECIFIC TRAINING

TtNUS will provide site-specific training to site personnel who will perform work on this project. Site-specific training will also be provided to other personnel [U.S. Department of Defense (DoD), Environmental Protection Agency (EPA), etc.] who may enter the site to perform functions that may or may not be directly related to site operations. Site-specific training will include:

- Names of designated personnel and alternates responsible for site safety and health
- Safety, health, and other hazards present onsite
- Use of PPE
- Work practices to minimize risks from hazards
- Safe use of engineering controls and equipment
- Medical surveillance requirements
- Signs and symptoms of overexposure
- Contents of the HASP
- Emergency response procedures (evacuation and assembly points)
- Spill response procedures
- Review of the contents of relevant MSDSs
- Review of Safe Work Permits

Site-specific documentation will be established through the use of Figure 8-2. All site personnel and visitors must sign this document upon receiving site-specific training.

8.3 MEDICAL SURVEILLANCE

8.3.1 Medical Surveillance Requirements for TtNUS Personnel

All TtNUS personnel participating in project field activities will have had a physical examination meeting the requirements of the TtNUS medical surveillance program and will be medically qualified to perform hazardous waste site work using respiratory protection.

Documentation for medical clearances will be maintained in the TtNUS Pittsburgh office and made available, as necessary.

FIGURE 8-2

SITE-SPECIFIC TRAINING DOCUMENTATION

My signature below indicates that I am aware of the potential hazardous nature of performing site investigation activities at NWS Earle, New Jersey, and that I have received site-specific training that included the elements presented below:

- Names of designated personnel and alternates responsible for site safety and health
- Safety, health, and other hazards present onsite
- Use of PPE
- Work practices to minimize risks from hazards
- Safe use of engineering controls and equipment
- Medical surveillance requirements
- Signs and symptoms of overexposure
- Contents of the HASP
- Emergency response procedures (evacuation and assembly points)
- Spill response procedures
- Review of contents of relevant MSDSs
- Review of the use of Safe Work Permits

I further state that I have been given the opportunity to ask questions, that my questions have been answered to my satisfaction, and that I agree to abide by the procedures and policies addressed in this plan. The date of my training (introductory, refresher, and supervisory, as applicable) and my medical surveillance requirements are accurate and correct to the best of my knowledge.

Name (Printed and Signature)	Site-Specific Training Date	40-Hour Training (Date)	8-Hour Refresher Training (Date)	8-Hour Supervisory Training (Date)	Medical Exam

8.3.2 Medical Surveillance Requirements for Subcontractors

Subcontractors are required to obtain a certificate of their ability to perform hazardous waste site work and to wear respiratory protection. The "Subcontractor Medical Approval Form" provided in Figure 8-3 shall be used to satisfy this requirement, providing it is properly completed and signed by a licensed physician.

Subcontractors who have a company medical surveillance program meeting the requirements of paragraph (f) of OSHA 29 CFR 1910.120 can substitute "Subcontractor Medical Approval Form" with a letter on company letterhead containing the information in the example letter presented in Figure 8-4 of this HASP.

8.3.3 Requirements for All Field Personnel

Each field team member (including subcontractors) and visitors entering the exclusion zone(s) shall be required to complete and submit a copy of the Medical Data Sheet presented in Section 7 of the Health and Safety Guidance Manual. This shall be provided to the SSO, before participating in site activities. The purpose of this document is to provide site personnel and emergency responders with additional information that may be necessary to administer medical attention.

8.4 SUBCONTRACTOR EXCEPTIONS

Subcontractors who will not enter the exclusion zone during operation and whose activities involve no potential for exposure to site contaminants will not be required to meet the requirements for training/medical surveillance other than site-specific training as stipulated in Section 8.2.

FIGURE 8-3

SUBCONTRACTOR MEDICAL APPROVAL FORM

For employees of ____
Company Name

Participant Name: ____________________________ Date of Exam: ___________________

Part A

The above-named individual has:

1. Undergone a physical examination in accordance with OSHA Standard 29 CFR 1910.120, paragraph (f), and was found to be medically -

   ( ) qualified to perform work at the NWS Earle work site
   ( ) not qualified to perform work at the NWS Earle work site

and,

2. Undergone a physical examination in accordance with OSHA 29 CFR 1910.134(b)(10) and was found to be medically -

   ( ) qualified to wear respiratory protection
   ( ) not qualified to wear respiratory protection

My evaluation has been based on the following information, as provided to me by the employer.

( ) A copy of OSHA Standard 29 CFR 1910.120 and appendices.
( ) A description of the employee's duties as they relate to the employee's exposures.
( ) A list of known/suspected contaminants and their concentrations (if known).
( ) A description of any PPE used or to be used.
( ) Information from previous medical examinations of the employee that is not readily available to the examining physician.

Part B

I, ______________________________, have examined ________________________________
Physician's Name (print) Participant's Name (print)

and have determined the following information:

FIGURE 8-3.

SUBCONTRACTOR MEDICAL APPROVAL FORM (CONTINUED)

1. Results of the medical examination and tests (excluding findings or diagnoses unrelated to occupational exposure):

   ____
   ____
   ____

2. Any detected medical conditions that would place the employee at increased risk of material impairment of the employee's health:

   ____
   ____
   ____

3. Recommended limitations on the employee's assigned work:

   ____
   ____
   ____

I have informed this participant of the results of this medical examination and any medical conditions that require further examination of treatment.

Based on the information provided to me, and in view of the activities and hazard potentials involved at the NWS Earle work site, this participant

( ) may
( ) may not

perform his/her assigned task.

Physician's Signature ____________________

Address ____________________

Phone Number ____________________

NOTE: Copies of test results are maintained and available at:

____
Address

FIGURE 8-4

MEDICAL SURVEILLANCE LETTER

The following statements must be typed on company letterhead and signed by an officer of the company:

LOGO
XYZ CORPORATION
555 E. 5th Street
Nowheresville, Kansas 55555

Month, day, year

Mr. Daniel Witt, P.E.
Project Manager
Tetra Tech NUS, Inc.
661 Andersen Drive
Pittsburgh, PA 15220

Subject: Medical Surveillance for NWS Earle, New Jersey

Dear Mr. Witt:

As an officer of XYZ Corporation, I hereby state that the persons listed below participated in a medical surveillance program meeting the requirements contained in paragraph (f) of Title 29 of the Code of Federal Regulations (CFR), Part 1910.120, titled "Hazardous Waste Operations and Emergency Response: Final Rule." I further state that the persons listed below have had physical examinations under this program within the past 12 months and that they have been cleared by a licensed physician to perform hazardous waste site work and to wear positive- and negative-pressure respiratory protection. I also state that, to my knowledge, no person listed below has any medical restriction that would preclude him/her from working at the NWS Earle, New Jersey site.

LIST FULL NAMES OF EMPLOYEES AND THEIR SOCIAL SECURITY NUMBERS HERE.

Should you have questions, please contact me at (555) 555-5555.

Sincerely,

(Name and Title of Company Officer)

9.0 SPILL CONTAINMENT PROGRAM

9.1 SCOPE AND APPLICATION

It is not anticipated that quantities of bulk potentially hazardous materials (greater than 55 gallons) will be handled during site activities conducted as part of the scope of work. Small quantities of waste water (decontamination) and Investigative-Derived Waste (IDW) may be generated as part of site activities. It is not anticipated, however, that spillage of these materials would constitute a significant danger to human health or the environment. Furthermore, it is possible that as the job progresses disposable PPE and other nonreusable items may be generated. As needed, 55-gallon drums will be used to contain waste water, IDW, and other unwanted items generated during investigation activities. These drums will be labeled with the site name and address, the type of contents, and the date the container was filled as well as contact person. Samples will be collected and analyzed to characterize the material and determine appropriate disposal measures. Once characterized they can be removed from the staging area and disposed of in accordance with Federal, state, and local regulations.

9.2 POTENTIAL SPILL AREAS

Potential spill areas will be monitored in an ongoing attempt to prevent and control further potential contamination of the environment. Currently, various areas are vulnerable to this hazard including the areas used for central staging and decontamination activities. Additionally, areas designated for handling, loading, and unloading of potentially contaminated soils, waters, and debris present limited potential for leaks or spills. It is anticipated that IDW generated as a result of this scope of work will be containerized, labeled, and staged to await chemical analyses. The results of these analyses will determine appropriate disposal methods.

9.3 LEAK AND SPILL DETECTION

To establish an early detection of potential spills or leaks, periodic inspections by the SSO will be conducted during working hours to visually determine that containers are not leaking. If a leak is detected, the first approach will be to transfer the container contents using a hand pump into a new container. Other provisions for the transfer of container contents will be made and appropriate emergency contacts will be notified, if necessary. In most instances, leaks will be collected and contained using absorbents such as Oil-dry, vermiculite, or sand, which will be stored at the staging area in a conspicuously marked drum. This material, too, will be containerized for disposal pending analyses. All inspections will be documented in the Project Logbook.

9.4 PERSONNEL TRAINING AND SPILL PREVENTION

All personnel will be instructed on the procedures for spill prevention, containment, and collection of hazardous materials in the site-specific training. The FOL and/or the SSO will serve as the Spill Response Coordinator for this operation if necessary.

9.5 SPILL PREVENTION AND CONTAINMENT EQUIPMENT

The following represents the types of equipment that may be maintained at the staging area for the purpose of supporting this Spill Prevention/Containment Program.

- Sand, clean fill, vermiculite, or other noncombustible absorbent (oil-dry);
- Drums (55-gallon U.S. DOT 17-E or 17-H)
- Shovels, rakes, and brooms
- Labels

9.6 SPILL CONTROL PLAN

This section describes the procedures the TtNUS field crewmembers will use when detecting a spill or leak.

1) Notify the SSO or FOL immediately.

2) Use PPE stored at the staging area. Take immediate actions to stop the leak or spill by plugging or patching the drum or raising the leak to the highest point. Spread the absorbent material in the area of the spill covering completely.

3) Transfer the material to a new container, and collect and containerize the absorbent material. Label the new container appropriately. Await analyses for treatment or disposal options.

4) All spills will be recontainerized with 2 inches of top cover and await test results for treatment or disposal options.

It is not anticipated that a spill will occur that the field crews cannot handle. Should this occur, however, the FOL or SSO will notify the NWS Earle Emergency Coordinator who will notify the appropriate emergency response agencies.

10.0 SITE CONTROL

This section outlines the means by which TtNUS will delineate work zones and use these work zones in conjunction with decontamination procedures to prevent the spread of contaminants into previously unaffected areas of the site. It is anticipated that a three-zone approach will be used during work at this site. This three-zone approach will use an exclusion zone, a contamination reduction zone, and a support zone. It is also anticipated that this control measure will be used to control access to site work areas. Use of such controls will restrict the general public, minimize the potential for the spread of contaminants, and protect individuals who are not cleared to enter work areas.

10.1 EXCLUSION ZONE

The exclusion zone will be considered those areas of the site of known or suspected contamination. It is not anticipated that significant amounts of surface contamination are present in the proposed work areas of this site. It is anticipated that this will remain so until/unless contaminants are brought to the surface by intrusive activities, such as test trench excavation, soil boring, or sampling operations. Furthermore, once intrusive activities have been completed and surface contamination has been removed, the potential for exposure is again diminished and the area can then be reclassified as part of the contamination reduction zone. Therefore, the exclusion zones for this project will be limited to those areas of the site where active work is being performed plus a designated area surrounding the point of operation. When possible, exclusion zones will be delineated using barrier tape, cones and/or drive poles, and postings to inform site personnel.

The exclusion zone will be considered those areas of active operations plus an established safety zone depending on the task. The following represent the exclusion zone boundaries for the following identified tasks:

- Soil Boring – The boundary perimeter will be established by determining the height of the mast, plus five feet. Therefore, if it is a 35-foot mast plus 5 feet equals a 40-foot boundary surrounding the point of operation.

- Test Trench Excavations – The boundary perimeter will be established as a distance equivalent to the maximum extended distance of the arm (or boom) of the excavator plus a distance of 5 feet.

- Sediment sampling – 5 feet surrounding the sampling location.

- Decontamination (heavy equipment – steam/pressure washers) – 35 feet surrounding the point of operation. This will take place at a centralized location.

10.1.1 Exclusion Zone Clearance

Before the initiation of site activities, utility locations will be identified following the guidance provided in the TtNUS SOP For Utility Locating and Excavation Clearance (see Attachment II). Additional utility surveys may be conducted by TtNUS through the use of available documentation provided by NWS Earle and/or local utility companies. The positions of identified utilities will be field located and staked to minimize the potential for damage during intrusive activities. Sample locations can be located to avoid buried utilities. In the event that a utility is struck during a subsurface investigative activity, the emergency numbers provided in Table 2-1 will be notified.

Access to work areas will be controlled by TtNUS personnel. No personnel will be permitted to enter site exclusion zones without site-specific training. Site visitors will be provided site-specific training and will be escorted by TtNUS personnel (see section 10.4).

10.2 CONTAMINATION REDUCTION ZONE

The contamination reduction zone (CRZ) is a buffer area between the exclusion zone and areas of the site where contamination is not suspected. The personnel and equipment decontamination will not take place in this area, but will take place at a central location established for this project. This area instead will serve as a focal point in supporting exclusion zone activities. When applicable, this area will be delineated using barrier tape, cones and/or drive poles, and postings to inform and direct facility personnel.

10.3 SUPPORT ZONE

The support zone for this project will include a staging area where site vehicles will be parked, equipment will be unloaded, and food and drink containers will be maintained. The support zones will be established at areas of the site where exposure to site contaminants would not be expected during normal working conditions or foreseeable emergencies.

10.4 SITE VISITORS

Site visitors for the purpose of this document are identified as representing the following groups of individuals:

- Personnel invited to observe or participate in operations by TtNUS
- Regulatory personnel (NJDEP, EPA, OSHA, etc.)
- NWS Earle personnel
- Other authorized visitors

All personnel working on this project are required to gain initial access to the site by coordinating with the TtNUS FOL or designee and following established site access procedures.

Upon gaining access to the site, site visitors wishing to observe operations in progress will be escorted by a TtNUS representative (arranged for by the FOL) and shall be required to meet the minimum requirements discussed below:

- All site visitors will be routed to the FOL, who will sign them into the field logbook. Information to be recorded in the logbook will include the individual's name (proper identification required), the entity which they represent, and the purpose of the visit.

- All site visitors will be required to produce the necessary information supporting clearance to the site. This shall include information attesting to applicable training (40 hours of HAZWOPER training) and medical surveillance as stipulated in Section 8.0 of this document. In addition, to enter the site operational zones during planned activities, visitors will be required to first go through site-specific training covering the topics stipulated in Section 8.2 of this HASP.

Once the site visitors have completed the above items, they will be permitted to enter the operational zone. All visitors are required to observe the protective equipment and site restrictions in effect at the site at the time of their visit. Visitors not meeting the requirements stipulated in this plan will not be permitted to enter the site operational zones during planned activities. Incidences of unauthorized site visitation will cause the termination of onsite activities until the unauthorized visitor is removed from the premises. Removal of unauthorized visitors will be accomplished with support from the FOL, SSO, or on-site security personnel.

10.5 SITE SECURITY

Site security will be accomplished using existing NWS Earle security resources and procedures, supplemented by TtNUS or subcontractor personnel, if necessary. TtNUS will retain control over active operational areas. The first line of security will take place at the base boundaries restricting the general public. The second line of security will take place at the work site referring interested parties to the FOL. The FOL will serve as a focal point for site personnel and will serve as the final line of security and the primary enforcement contact.

10.6 SITE MAPS

Once the areas of contamination, access routes, utilities, topography, and dispersion routes are determined, a site map will be generated and adjusted as site conditions change. These maps will show utility locations, potential points of contact with the public, roadways, and other significant characteristics that may impact site operations and safety. Site maps will be posted to illustrate up-to-date collection of contaminants and adjustment of zones and access points.

10.7 BUDDY SYSTEM

Personnel engaged in onsite activities will practice the "buddy system" to ensure the safety during this operation.

10.8 MATERIAL SAFETY DATA SHEET (MSDS) REQUIREMENTS

TtNUS and subcontractor personnel will provide MSDSs for chemicals brought onsite. The contents of these documents will be reviewed by the SSO with the user(s) of the chemical substances before an actual use or application of the substances onsite. A chemical inventory of chemicals used onsite will be developed using Section 5.0 of the Health and Safety Guidance Manual. The MSDSs will then be maintained in a central location and will be available for anyone to review on request.

10.9 COMMUNICATION

As TtNUS personnel may not be working in close proximity to each other at NWS Earle a combination of communication methods will be used. Two-way radios, cellular and conventional telephone, hand signals, voice commands, and line of site will provide be utilized when most appropriate. When project tasks are performed simultaneously on different sites, vehicle horns will be used to communicate emergency situations as described in Section 2.6 of this HASP. All radio frequency transmitting devices, including cell phones and two way radios, must be approved by NWS Earle Radio Shop. All units cleared for Hazards of Electromagnetic Radiation to Ordnance (HERO) will be labeled as safe. Only these devices will be permitted in the OB/OD unit.

External communication will be accomplished by using provided telephones at the site. External communication will primarily be used for the purpose of resource and emergency resource communications.

10.10 SAFE WORK PERMITS

All exclusion zone work conducted in support of this project will be performed using Safe Work Permits to guide and direct field crews on a task-by-task basis. An example of the Safe Work Permit to be used is illustrated in Figure 10-1. The daily meetings conducted during their generation will further support these work permits. This effort will ensure site-specific considerations and changing conditions are incorporated into the planning effort.

Use of these permits will provide the communication line for reviewing protective measures and hazards associated with each operation. This HASP will be used as the primary reference for selecting levels of protection and control measures. The work permit will take precedence over the HASP when more conservative measures are required based on specific site conditions.

The FOL and/or the SSO will be responsible for completing the Safe Work Permit and issuing them to the appropriate parties. Site personnel at the end of each day will turn in the permit(s) used for that day to the SSO. All permits will be maintained as part of the permanent project files attesting to safety and health measures used for a given task at a given time and place. Problems encountered with the protective measures required should be documented on the permit and brought to the attention of the SSO.

FIGURE 10-1

SAFE WORK PERMIT

Permit No. ______________ Date: __________________ Time: From ____________ to ____________

SECTION I: General Job Scope (To be filled in by person performing work)

I. Work limited to the following (description, area, equipment used): ______________________

II. Names: ______________________

III. Onsite Inspection conducted ☐ Yes ☐ No Initials of Inspector ____________ ____________
TtNUS

SECTION II: General Safety Requirements (To be filled in by permit issuer)

IV. Protective equipment required
Level D ☐ Level B ☐
Level C ☐ Level A ☐
Detailed on Reverse

Respiratory equipment required
Full face APR ☐ Escape Pack ☐
Half face APR ☐ SCBA ☐
SAR ☐ Bottle Trailer ☐
Skid Rig ☐ None ☐

Modifications/Exceptions: ______________________

V. Chemicals of Concern	Action Level(s)	Response Measures

VI. Additional Safety Equipment/Procedures

Hardhat	☐ Yes	☐ No
Safety Glasses	☐ Yes	☐ No
Chemical/splash goggles	☐ Yes	☐ No
Splash Shield	☐ Yes	☐ No
Splash suits/coveralls	☐ Yes	☐ No
Steel toe/shank Workboots	☐ Yes	☐ No
Hearing Protection (Plugs/Muffs)	☐ Yes	☐ No
Safety belt/harness	☐ Yes	☐ No
Radio	☐ Yes	☐ No
Barricades	☐ Yes	☐ No
Gloves (Type)	☐ Yes	☐ No
Work/rest regimen	☐ Yes	☐ No

Modifications/Exceptions: ______________________

VII. Procedure review with permit acceptors

	Yes	NA
Safety shower/eyewash (Location & Use)	☐	☐
Procedure for safe job completion	☐	☐
Contractor tools/equipment inspected	☐	☐
Emergency alarms	☐	☐
Evacuation routes	☐	☐
Assembly points	☐	☐

VIII. Equipment Preparation

		Yes	NA
Utility Locating and Excavation Clearance completed	☐	☐	☐
Equipment and Foot Traffic Routes Cleared and Established	☐	☐	☐
Physical Hazards Barricaded and Isolated	☐	☐	☐
Emergency Equipment Staged	☐	☐	☐

IX. Additional Permits required (Hot work, confined space entry, excavation etc.) ☐ Yes ☐ No
If yes, fill out appropriate section(s) on safety work permit addendum

X. Special instructions, precautions: ______________________

Permit Issued by: ______________________ Permit Accepted by: ______________________
Job Completed by: ______________________ Date: ______________________

11.0 CONFINED SPACE ENTRY

It is not anticipated, under the proposed scope of work, that confined space and permit-required confined space activities will be conducted. **Therefore, personnel under the provisions of this HASP are not allowed, under any circumstances, to enter confined spaces**. A confined space is defined as an area that has one or more of the following characteristics:

- Is large enough and so configured that an employee can bodily enter and perform assigned work.
- Has limited or restricted means for entry or exit (for example, tanks, vessels, silos, storage bins, hoppers, vaults, and pits are spaces that may have limited means of entry).
- Is not designed for continuous employee occupancy.

A Permit-Required Confined Space is one that:

- Contains or has a potential to contain a hazardous atmosphere (including excavations deeper than 4 feet).
- Contains a material that has the potential to engulf an entrant (including excavations).
- Has an internal configuration such that an entrant could be trapped or asphyxiated by inwardly converging walls or by a floor that slopes downward and tapers to a smaller cross-section.
- Contains other recognized serious safety or health hazard.

For further information on confined space, consult the Health and Safety Guidance Manual or call the PHSO. If confined space operations are to be performed as part of the scope of work, detailed procedures and training requirements will have to be addressed.

12.0 MATERIALS AND DOCUMENTATION

The TtNUS FOL shall ensure the following materials/documents are taken to the project site and used when required.

- A complete copy of this HASP
- Health and Safety Guidance Manual
- Incident Reports
- Medical Data Sheets
- MSDSs for chemicals brought onsite, including decon solutions, fuels, lime, sample preservatives, calibration gases, etc.
- A full-size OSHA Job Safety and Health Poster (posted in the site trailers)
- Training/Medical Surveillance Documentation Form (Blank)
- Emergency Reference Information (Section 2.0, extra copy for posting)

12.1 MATERIALS TO BE POSTED OR MAINTAINED AT THE SITE

The following documentation is to be posted or maintained at the site for quick reference purposes. In situations in which posting these documents is not feasible (such as no office trailer), these documents should be separated and immediately accessible.

Chemical Inventory Listing (posted) - This list represents chemicals brought onsite, including decontamination solutions, sample preservations, fuel, etc. This list should be posted in a central area.

Material Safety Data Sheets (MSDSs) (maintained) - The MSDSs should also be in a central area accessible to site personnel. These documents should match the listings on the chemical inventory list for substances used onsite. It is acceptable to have these documents within a central folder and the chemical inventory as the table of contents.

The OSHA Job Safety & Health Protection Poster (posted) - This poster, as directed by 29 CFR 1903.2 (a)(1), should be conspicuously posted in places where notices to employees are normally posted. Each FOL shall ensure that this poster is not defaced, altered, or covered by other material.

Site Clearance (maintained) - This list is found within the training section of the HASP (See Figure 8-2). This list identifies site personnel, dates of training (including site-specific training), and medical surveillance. The lists indicates not only clearance but also status. If personnel do not meet these requirements, they do not enter the site while site personnel are engaged in activities.

Emergency Phone Numbers and Directions to the Hospital(s) (posted) - This list of numbers and directions will be maintained at phone communications points and in each site vehicle.

Medical Data Sheets/Cards (maintained) - Medical Data Sheets will be completed by onsite personnel and filed in a central location. The Medical Data Sheet will accompany an injury or illness requiring medical attention to the medical facility. A copy of this sheet or a wallet card will be given to personnel to carry with them.

Hearing Conservation Standard (29 CFR 1910.95) (posted) - This standard will be posted when hearing protection or other noise abatement procedures are used.

Personnel Monitoring (maintained) - All results generated through personnel sampling (levels of airborne toxins, noise levels, etc.) will be posted to inform individuals of the results of that effort.

Placards and Labels (maintained) - Where chemical inventories have been separated because of quantities and incompatibilities, these areas will be conspicuously marked using Department of Transportation (DOT) placards and acceptable (Hazard Communication 29 CFR 1910.1200(f)) labels.

The purpose, as stated above, is to allow site personnel quick access to this information. Variations concerning location and methods of presentation are acceptable as long as the objection is accomplished.

13.0 GLOSSARY

ACGIH	American Conference of Governmental Industrial Hygienists
APR	Air Purifying Respirator
BGS	Below Ground Surface
C	Centigrade
CFR	Code of Federal Regulations
CIH	Certified Industrial Hygienist
CNS	Central Nervous System
CRZ	Contamination Reduction Zone
CSP	Certified Safety Professional
dBA	Decibel
DoD	Department of Defense
DOT	Department of Transportation
EOD	Explosives Ordnance Disposal
EPA	Environmental Protection Agency
eV	electron Volts
F	Fahrenheit
FID	Flame Ionization Detector
FOL	Field Operations Leader
GC	Gas Chromatograph
HASP	Health and Safety Plan
HAZWOPER	Hazardous Waste Operations and Emergency Response
HEPA	High Efficiency Particulate Air
HAS	Hollow Stem Auger
HSM	Health and Safety Manager
IARC	International Agency for Research on Cancer
IDW	Investigative Derived Waste
IP	Ionization Potential
LEL	Lower Explosive Limit
LFL	Lower Flammable Limit
mg/m^3	Milligrams per cubic meter
mmHg	millimeters mercury
MSDS	Material Safety Data Sheet
NIOSH	National Institute of Occupational Safety and Health
NJDEP	New Jersey Department of Environmental Protection
NWS	Naval Weapons Station

OSHA	Occupational Safety and Health Administration (U.S. Department of Labor)
PCB	Polychlorinated Biphenyls
PHSO	Project Health and Safety Officer
PID	Photoionization Detector
PPE	Personal Protective Equipment
PPM	Parts per Million
Pt	Point
PVC	Polyvinyl Chloride
RCRA	Resource Conservation and Recovery Act
SAR	Supplied Air Respirator
SI	Site Investigation
SCBA	Self Contained Breathing Apparatus
SOP	Standard Operating Procedure
SSO	Site Safety Officer
STEL	Short Term Exposure Limit
TAL	Target Analyte List
TCL	Target Compound List
TPH	Total Petroleum Hydrocarbons
TtNUS	Tetra Tech NUS, Inc.
UEL	Upper Explosive Limit
UFL	Upper Flammable Limit
UXO	Unexploded Ordnance
VOC	Volatile Organic Compound

ATTACHMENT I

INJURY/ILLNESS PROCEDURE AND REPORT FORM

CASE NO. ________

TETRA TECH NUS, INC.

INJURY/ILLNESS PROCEDURE
WORKER'S COMPENSATION PROGRAM

WHAT YOU SHOULD DO IF YOU ARE INJURED OR DEVELOP AN ILLNESS AS A RESULT OF YOUR EMPLOYMENT:

- If injury is minor, obtain appropriate first aid treatment.
- If injury or illness is severe or life threatening, obtain professional medical treatment at the nearest hospital emergency room.
- If incident involves a chemical exposure on a project work site, follow instructions in the Health & Safety Plan.
- Immediately report any injury or illness to your supervisor or office manager. In addition, you must contact your Human Resources representative, Marilyn Diethorn at (412) 921-8475, and the Corporate Health and Safety Manager, Matt Soltis at (412) 921-8912 within 24 hours. You will be required to complete an Injury/Illness Report (attached). You may also be required to participate in a more detailed investigation from the Health Sciences Department.
- If further medical treatment is needed, The Hartford Network Referral Unit will furnish a list of network providers customized to the location of the injured employee. These providers are to be used for treatment of Worker's Compensation injuries subject to the laws of the state in which you work. Please call Marilyn Duffy at (412) 921-8475 for the number of the Referral Unit.

ADDITIONAL QUESTIONS REGARDING WORKER'S COMPENSATION:

Contact your local human resources representative, corporate health and safety coordinator, or Corporate Administration in Pasadena, California, at (626) 351-4664.

Worker's compensation is a state-mandated program that provides medical and disability benefits to employees who become disabled due to job related injury or illness. Tetra Tech, Inc. and its subsidiaries (Tetra Tech or Company) pay premiums on behalf of their employees. The type of injuries or illnesses covered and the amount of benefits paid are regulated by the state worker's compensation boards and vary from state to state. Corporate Administration in Pasadena is responsible for administering the Company's worker's compensation program. The following is a general explanation of worker's compensation provided in the event that you become injured or develop an illness as a result of your employment with Tetra Tech or any of its subsidiaries. Please be aware that the term used for worker's compensation varies from state to state.

WHO IS COVERED:

All employees of Tetra Tech, whether they are on a full-time, part-time or temporary status, working in an office or in the field, are entitled to worker's compensation benefits. All employees must follow the above injury/illness reporting procedures. Consultants, independent contractors, and employees of subcontractors are not covered by Tetra Tech's Worker's Compensation plan.

CASE NO. ________

WHAT IS COVERED:

If you are injured or develop an illness caused by your employment, worker's compensation benefits are available to you subject to the laws of the state you work in. Injuries do not have to be serious; even injuries treated by first aid practices are covered and must be reported. Please note that if you are working out-of-state and away from your home office, you are still eligible for worker's compensation benefits.

CASE NO. __________

Insert pdf of i/I form

ATTACHMENT II

STANDARD OPERATING PROCEDURE
FOR
UTILITY LOCATING
AND
EXCAVATION CLEARANCE

TETRA TECH NUS, INC.	**STANDARD OPERATING PROCEDURES**	Number HS-1.0	Page 1 of 11
		Effective Date 03/00	Revision 1
		Applicability Tetra Tech NUS, Inc.	
		Prepared Health & Safety	
Subject UTILITY LOCATING AND EXCAVATION CLEARANCE		Approved D. Senovich	

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1.0 PURPOSE

Utilities such as electric service lines, natural or propane gas lines, water and sewage lines, telecommunications, and steam lines are very often in the immediate vicinity of work locations. Contact with underground or overhead utilities can have serious consequences including employee injury/fatality, property and equipment damage, substantial financial impacts, and loss of utility service to users.

The purpose of this procedure is to provide minimum requirements and technical guidelines regarding the appropriate procedures to be followed when performing subsurface and overhead utility locating services. It is the policy of Tetra Tech NUS, Inc. (TtNUS) to provide a safe and healthful work environment for the protection of our employees. The purpose of this Standard Operating Procedure (SOP) is to aid in achieving the objectives of the TtNUS Utility Locating and Clearance Policy. The TtNUS Utility Locating and Clearance Policy must be reviewed by anyone potentially involved with underground or overhead utility services.

2.0 SCOPE

This procedure applies to all TtNUS field activities where there may be potential contact with underground or overhead utilities. This procedure provides a description of the principles of operation, instrumentation, applicability, and implementability of typical methods used to determine the presence or absence of utility services. This procedure is intended to assist with work planning and scheduling, resource planning, field implementation, and subcontractor procurement. Utility locating and excavation clearance requires site-specific information prior to the development of detailed operating procedures. This guidance is not intended to provide a detailed description of methodology and instrument operation. Specialized expertise during both planning and execution of several of the geophysical methods may also be required.

3.0 GLOSSARY

Electromagnetic Induction (EMI) Survey - A geophysical exploration method whereby electromagnetic fields are induced in the ground and the resultant secondary electromagnetic fields are detected as a measure of ground conductivity.

Magnetometer – A device used for precise and sensitive measurements of magnetic fields.

Magnetic Survey – A geophysical survey method that depends on detection of magnetic anomalies caused by the presence of buried ferromagnetic objects.

Metal Detection – A geophysical survey method that is based on electromagnetic coupling caused by underground conductive objects.

Vertical Gradiometer – A magnetometer equipped with two sensors that are vertically separated by a fixed distance. It is best suited to map near surface features and is less susceptible to deep geologic features.

Ground Penetrating Radar – Ground Penetrating Radar (GPR) involves specialized radar equipment whereby a signal is sent into the ground via a transmitter. Some portion of the signal will be reflected from the subsurface material, which is then recorded with a receiver and electronically converted into a graphic picture.

4.0 RESPONSIBILITIES

Project Manager (PM)/Task Order Manager (TOM) - Responsible for ensuring that all field activities are conducted in accordance with this procedure and the TtNUS Utility Locating and Clearance Policy.

Site Manager (SM)/Field Operations Leader (FOL) - Responsible for the onsite verification that all field activities are performed in compliance with approved SOPs or as otherwise directed by the approved project plan(s).

Site Health & Safety Officer (SHSO) – Responsible to provide technical assistance and verify full compliance with this SOP and the TtNUS Utility Locating and Clearance Policy. The SHSO is also responsible for reporting any deficiencies to the Corporate Health and Safety Manager (HSM) and to the PM/TOM.

Health & Safety Manager (HSM) – Responsible for preparing, implementing, and modifying corporate health and safety policy.

Site Personnel – Responsible for understanding and implementing this SOP and the TtNUS Utility Locating and Clearance Policy.

5.0 PROCEDURES

This procedure addresses the requirements and technical procedures that must be performed to minimize the potential for contact with underground and overhead utility services. These procedures are addressed individually from a buried and overhead standpoint.

5.1 Buried Utilities

Buried utilities present a heightened concern because their location is not typically obvious by visual observation, and it is common that their presence and/or location is unknown or incorrectly known on client properties. The following procedure must be followed prior to beginning any excavation that might potentially be in the vicinity of underground utility services. In addition, the Utility Clearance Form (Attachment 3) must be completed for every location or cluster of locations where intrusive activities will occur.

Where the positive identification and de-energizing of underground utilities cannot be obtained and confirmed using the following steps, the PM/TOM is responsible for arranging for the procurement of a qualified, experienced, utility locating subcontractor who will accomplish the utility location and demarcation duties specified herein.

1. A comprehensive review must be made of any available property maps, blue lines, or as-builts prior to site activities. Interviews with local personnel familiar with the area should be performed to provide additional information concerning the location of potential underground utilities. Information regarding utility locations shall be added to project maps upon completion of this exercise.

2. A visual site inspection must be performed to compare the site plan information to actual field conditions. Any findings must be documented and the site plan/maps revised. The area(s) of proposed excavation or other subsurface activities must be marked at the site in white paint or pin flags to identify those locations of the proposed intrusive activities. The site inspection should focus on locating surface indications of potential underground utilities. Items of interest include the presence of nearby area lights, telephone service, drainage grates, fire hydrants, electrical service vaults/panels, asphalt/concrete scares and patches, and topographical depressions. Note the location of any emergency shut off switches. Any additional information regarding utility locations shall be added to project maps upon completion of this exercise and returned to the PM/TOM.

3. If the planned work is to be conducted on private property (e.g., military installations, manufacturing facilities, etc.) the FOL must identify and contact appropriate facility personnel (e.g., public works or facility engineering) before any intrusive work begins to inquire about (and comply with) property owner requirements. It is important to note that private property owners may require several days to several weeks advance notice prior to locating utilities.

4. If the work location is on public property, the state agency that performs utility clearances must be notified (see Attachment 1). State "one-call" services must be notified prior to commencing fieldwork per their requirements. Most one-call services require, by law, 48- to 72-hour advance notice prior to beginning any excavation. Such services typically assign a "ticket" number to the particular site. This ticket number must be recorded for future reference and is valid for a specific period of time, but may be extended by contacting the service again. The utility service will notify utility representatives who then mark their respective lines within the specified time frame. It should be noted that most military installations own their own utilities but may lease service and maintenance from area providers. Given this situation, "one call" systems may still be required to provide location services on military installations.

5. Utilities must be identified and their locations plainly marked using pin flags, spray paint, or other accepted means. The location of all utilities must be noted on a field sketch for future inclusion on project maps. Utility locations are to be identified using the following industry-standard color code scheme, unless the property owner or utility locator service uses a different color code:

white	excavation/subsurface investigation location
red	electrical
yellow	gas, oil, steam
orange	telephone, communications
blue	water, irrigation, slurry
green	sewer, drain

6. Where utility locations are not confirmed with a high degree of confidence through drawings, schematics, location services, etc., the work area must be thoroughly investigated prior to beginning the excavation. In these situations, utilities must be identified using such methods as passive and intrusive surveys, physical probing, or hand augering. Each method has advantages and disadvantages including complexity, applicability, and price. It also should be noted that in many states, initial excavation is required by hand to a specified depth.

7. At each location where trenching or excavating will occur using a backhoe or other heavy equipment, and where utility identifications and locations cannot be confirmed prior to groundbreaking, the soil must be probed with a hand auger or pole (tile probe) made of non-conductive material. If these efforts are not successful in clearing the excavation area of suspect utilities, hand shoveling must be performed for the perimeter of the intended excavation.

8. All utilities uncovered or undermined during excavation must be structurally supported to prevent potential damage. Unless necessary as an emergency corrective measure, TtNUS shall not make any repairs or modifications to existing utility lines without prior permission of the utility owner, property owner, and Corporate HSM. All repairs require that the line be locked-out/tagged-out prior to work.

5.2 Overhead Power Lines

If it is necessary to work within the minimum clearance distance of an overhead power line, the overhead line must be de-energized and grounded, or re-routed by the utility company or a registered electrician. If protective measures such as guarding, isolating, or insulating are provided, these precautions must be adequate to prevent employees from contacting such lines directly with any part of their body or indirectly though conductive materials, tools, or equipment.

The following table provides the required minimum clearances for working in proximity to overhead power lines.

Nominal Voltage	Minimum Clearance
0 -50 kV	10 feet, or one mast length; whichever is greater
50+ kV	10 feet plus 4 inches for every 10 kV over 50 kV or 1.5 mast lengths; whichever is greater

6.0 UNDERGROUND LOCATING TECHNIQUES

6.1 Geophysical Methods

Geophysical methods include electromagnetic induction, magnetics, and ground penetrating radar. Additional details concerning the design and implementation of electromagnetic induction, magnetics, and ground penetrating radar surveys can be found in one or more of the TtNUS SOPs included in the References (Section 8.0).

Electromagnetic Induction

Electromagnetic Induction (EMI) line locators operate either by locating a background signal or by locating a signal introduced into the utility line using a transmitter. A utility line acts like a radio antenna, producing electrons, which can be picked up with a radiofrequency receiver. Electrical current carrying conductors have a 60HZ signal associated with them. This signal occurs in all power lines regardless of voltage. Utilities in close proximity to power lines or used as grounds may also have a 60HZ signal, which can be picked up with an EM receiver. A typical example of this type of geophysical equipment is an EM-61.

EMI locators specifically designed for utility locating use a special signal that is either indirectly induced onto a utility line by placing the transmitter above the line or directly induced using an induction clamp. The clamp induces a signal on the specific utility and is the preferred method of tracing since there is little chance of the resulting signals being interfered with. A good example of this type of equipment is the Schonstedt® MAC-51B locator. The MAC-51B performs inductively traced surveys, simple magnetic locating, and traced nonmetallic surveys.

When access can be gained inside a conduit to be traced, a flexible insulated trace wire can be used. This is very useful for non-metallic conduits but is limited by the availability of gaining access inside the pipe.

Magnetics

Magnetic locators operate by detecting the relative amounts of buried ferrous metal. They are incapable of locating or identifying nonferrous utility lines but can be very useful for locating underground storage tanks (UST's), steel utility lines, and buried electrical lines. A typical example of this type of equipment is the Schonstedt® GA-52Cx locator. The GA-52Cx is capable of locating 4-inch steel pipe up to 8 feet deep.

Non-ferrous lines are often located by using a typical plumbing tool (snake) fed through the line. A signal is then introduced to the snake that is then traced.

Ground Penetrating Radar

Ground Penetrating Radar (GPR) involves specialized radar equipment whereby a signal is sent into the ground via a transmitter. Some portion of the signal will be reflected from the subsurface material, which is then recorded with a receiver and electronically converted into a graphic picture. In general, an object which is harder than the surrounding soil will reflect a stronger signal. Utilities, tunnels, UST's, and footings will reflect a stronger signal than the surrounding soil. Although this surface detection method may determine the location of a utility, this method does not specifically identify utilities (i.e., water vs. gas, electrical vs. telephone); hence, verification may be necessary using other methods. This method is somewhat limited when used in areas with clay soil types or with a high water table.

6.2 Passive Detection Surveys

Acoustic Surveys

Acoustic location methods are generally most applicable to waterlines or gas lines. A highly sensitive Acoustic Receiver listens for background sounds of water flowing (at joints, leaks, etc.) or to sounds introduced into the water main using a transducer. Acoustics may also be applicable to determine the location of plastic gas lines.

Thermal Imaging

Thermal (i.e., infrared) imaging is a passive method for detecting the heat emitted by an object. Electronics in the infrared camera convert subtle heat differentials into a visual image on the viewfinder or a monitor. The operator does not look for an exact temperature; rather they look for heat anomalies (either elevated or suppressed temperatures) characteristic of a potential utility line.

The thermal fingerprint of underground utilities results from differences in temperature between the atmosphere and the fluid present in a pipe or the heat generated by electrical resistance. In addition, infrared scanners may be capable of detecting differences in the compaction, temperature and moisture content of underground utility trenches. High-performance thermal imagery can detect temperature differences to hundredths of a degree.

6.3 Intrusive Detection Surveys

Vacuum Excavation

Vacuum excavation is used to physically expose utility services. The process involves removing the surface material over approximately a 1' x 1' area at the site location. The air-vacuum process proceeds with the simultaneous action of compressed air-jets to loosen soil and vacuum extraction of the resulting debris. This process ensures the integrity of the utility line during the excavation process, as no hammers, blades, or heavy mechanical equipment comes into contact with the utility line, eliminating the risk of damage to utilities. The process continues until the utility is uncovered. Vacuum excavation can be used at the proposed site location to excavate below the "utility window" which is usually 8 feet.

Hand-auger Surveys

When the identification and location of underground utilities cannot be positively confirmed through document reviews and/or other methods, borings must be hand-augered for all locations where there is a potential to impact buried utilities. The minimum hand-auger depth that must be reached is to be determined considering the geographical location of the work site. This approach recognizes that the placement of buried utilities is influenced by frost line depths that vary by geographical region. Attachment 2 presents frost line depths for the regions of the contiguous United States. At a minimum, hand-auger depths must be at least to the frost line depth plus two (2) feet, but never less than 4 feet below ground surface (bgs). For augering, the hole must be reamed by hand to at least the diameter of the drill rig auger or bit prior to drilling. For soil gas surveys, the survey probe shall be placed as close as possible to the cleared hand-auger. It is important to note that a post-hole digger must not be used in place of a hand-auger.

Tile Probe Surveys

For some soil types, site conditions, and excavation requirements, tile probes may be used instead of or in addition to hand-augers. Tile probes must be performed to the same depth requirements as hand-augers. Depending upon the site conditions and intended probe usage, tile probes should be made of non-conductive material such as fiberglass.

7.0 INTRUSIVE ACTIVITIES SUMMARY

The following list summarizes the activities that must be performed prior to beginning subsurface activities:

1. Map and mark all subsurface locations and excavation boundaries using white paint or markers specified by the client or property owner.

2. Notify the property owner and/or client that the locations are marked. At this point, drawings of locations or excavation boundaries shall be provided to the property owner and/or client so they may initiate (if applicable) utility clearance.

   Note: Drawings with confirmed locations should be provided to the property owner and/or client as soon as possible to reduce potential time delays.

3. Notify "One Call" service. If possible, arrange for an appointment to show the One Call representative the subsurface locations or excavation boundaries in person. This will provide a better location designation to the utilities they represent. You should have additional drawings should you need to provide plot plans to the One Call service.

4. Complete Attachment 3, Utility Clearance Form. This form should be completed for each excavation location. In situations where multiple subsurface locations exist within the close proximity of one another, one form may be used for multiple locations provided those locations are noted on the Utility Clearance Form. Upon completion, the Utility Clearance Form and revised/annotated utility location map becomes part of the project file.

8.0 REFERENCES

TtNUS Utility Locating and Clearance Policy
TtNUS SOP GH-3.1; Resistivity and Electromagnetic Induction
TtNUS SOP GH-3.2; Magnetic and Metal Detection Surveys
TtNUS SOP GH-3.4; Ground-penetrating Radar Surveys

ATTACHMENT 1
LISTING OF UNDERGROUND UTILITY CLEARANCE RESOURCES

ALABAMA
Alabama Line Location (800) 292-8525

Tucson Blue Stake Center (800) 782-5348

Alaska
Locate Call Center of Alaska Inc. (800) 478-3121

Arizona
Arizona Blue Stake Inc. (800) 782-5348

Arkansas
Arkansas One Call System Inc. (800) 482-8998

California
Underground Service Alert North (800) 227-2600

Underground Service Alert South (800) 227-2600

Colorado
Utility Notification Center of Colorado
(800) 922-1987

Connecticut
Call Before You Dig (800) 922-4455

Delaware
Miss Utility of Delmarva
(800) 282-8555

District of Columbia
Miss Utility (800) 257-7777

Florida
Call Sunshine (800) 432-4770

Georgia
Utilities Protection Center Inc.
(800) 282-7411

Idaho
Palouse Empire Underground Coordinating Council
(800) 882-1974

Utilities Underground Location Center
(800) 424-5555

Kootenai Country Utility Coordinating Council
(800) 428-4950

Shoshone County One Call (800) 398-3285

Dig Line (800) 342-1585

One Call Concepts (800) 626-4950

Illinois
Julie Inc. (800) 892-0123

Digger (Chicago Utility Alert Network)
(312) 744-7000

Indiana
Indiana Underground Plant Protection Services
(800) 382-5544

Iowa
Underground Plant Location Service Inc.
(800) 292-8989

Kansas
Kansas One-Call Center (800) 344-7233

Kentucky
Kentucky Underground Protection Inc.
(800) 752-6007

Louisiana
Louisiana One Call (800) 272-3020

Maine
Dig Safe – Maine (800) 225-4977

Maryland
Miss Utility (800) 257-777

Miss Utility of Delmarva (800) 282-8555

Massachusetts
Dig Safe – Massachusetts (800) 322-4844

Michigan
Miss Dig System (800) 482-7171

Minnesota
Gopher State One Call (800) 252-1166

Mississippi
Mississippi One-Call System Inc. (800) 227-6477

Missouri
Missouri One Call System Inc. (800) 344-7483

Montana
Utilities Underground Location Center
(800) 424-5555

Montana One Call Center (800) 551-8344

Nebraska
Diggers Hotline of Nebraska (800) 331-5666

Nevada
Underground Service Alert North (800) 227-2600

New Hampshire
Dig Safe – New Hampshire (800) 225-4977

New Jersey
New Jersey One Call (800) 272-1000

New Mexico
New Mexico One Call System Inc.
(800) 321-ALERT

Las Cruces-Dona Utility Council (505) 526-0400

New York
Underground Facilities Protection Organization
(800) 962-7962

New York City: Long Island One Call Center
(800) 272-4480

North Carolina
The North Carolina One-Call Center Inc.
(800) 632-4949

North Dakota
Utilities Underground Location Center
(800) 795-0555

Ohio
Ohio Utilities Protection Service
(800) 362-2764

Oil & Gas Producers Underground Protection Service
(800) 925-0988

Oklahoma
Call Okie (800) 522-6543

Oregon
Utilities Underground Location Center
(800) 424-5555

Douglas Utilities Coordinating Council
(503) 673-6676

Josephine Utilities Coordinating Council
(503) 476-6676

Rogue Basin Utility Coordinating Council
(503) 779-6676

Utilities Notification Center
(800) 332-2344

Pennsylvania
Pennsylvania One Call System Inc.
(800) 242-1776

Rhode Island
Dig Safe – Rhode Island (800) 225-4977

South Carolina
Palmetto Utility Protection Service Inc.
(800) 922-0983

South Dakota
South Dakota One Call (800) 781-7474

Tennessee
Tennessee One-Call System (800) 351-1111

Texas
Texas One Call System (800) 245-4545

Texas Excavation Safety System (800) 344-8377

Lone Star Notification Center (800) 669-8344

Utah
Blue Stakes Location Center (800) 662-4111

Vermont
Dig Safe – Vermont (800) 225-4977

Virginia
Miss Utility of Virginia (800) 552-7001

Miss Utility (800) 257-7777

Miss Utility of Delmarva (800) 441-8355

Washington
Utilities Underground Location Center
(800) 424-5555

Grays Harbor & Pacific County
Utility Coordinating Council
(206) 535-3550

Utilities County of Cowlitz County
(360) 425-2506

Chelan-Douglas Utilities Coordinating Council
(509) 663-6111

Upper Yakima County
Underground Utilities Council
(800) 553-4344

Inland Empire Utility Coordinating Council
(509) 456-8000

Palouse Empire Utilities Coordinating Council
(800) 822-1974

Utilities Notification Center (800) 332-2344

West Virginia
Miss Utility of West Virginia Inc. (800) 245-4848

Wisconsin
Diggers Hotline Inc. (800) 242-8511

Wyoming
West Park Utility Coordinating Council
(307) 587-4800

Call-In Dig-In Safety Council (800) 300-9811

Fremont County Utility Coordinating Council
(800) 489-8023

Central Wyoming Utilities Coordinating Council
(800) 759-8035

Southwest Wyoming One Call (307) 362-8888

Carbon County Utility
Utility Coordinating Council (307) 324-6666

Albany County Utility Coordinating Council
(307) 742-3615

Southeast Wyoming Utilities Coordinating Council
(307) 638-6666

Wyoming One-Call
(800) 348-1030

Utilities Underground Location Center
(800) 454-5555

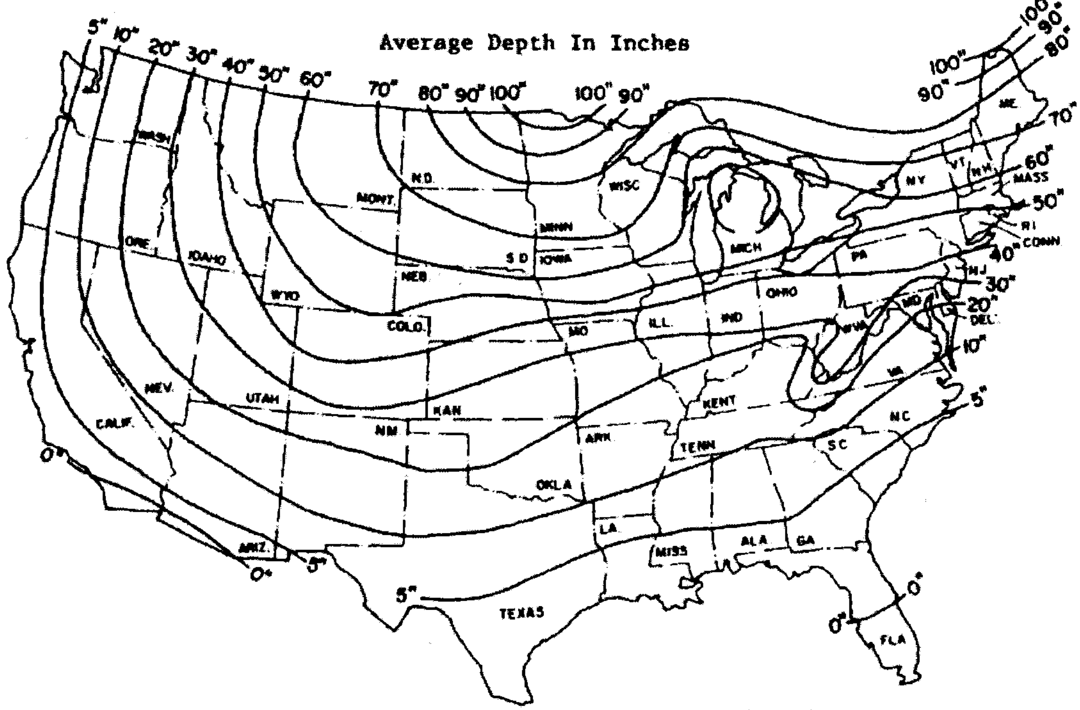
Converse County Utility Coordination Council
(800) 562-5561

ATTACHMENT 2

FROST LINE PENETRATION DEPTHS BY GEOGRAPHIC LOCATION

FROST PENETRATION

Average Depth In Inches



Courtesy U.S. Department Of Commerce

ATTACHMENT 3
UTILITY CLEARANCE FORM

Client: ____________________ Project Name: ______________________________

Project No.: ______________________ Completed By: ______________________________

Location Name: ________________________ Work Date: __________________________

Excavation Method/Overhead Equipment: ____

1. Underground Utilities — Circle One

a)	Review of existing maps?	yes no N/A
b)	Interview local personnel?	yes no N/A
c)	Site visit and inspection?	yes no N/A
d)	Excavation areas marked in the field?	yes no N/A
e)	Utilities located in the field?	yes no N/A
f)	Located utilities marked/added to site maps?	yes no N/A
g)	Client contact notified Name ____________ Telephone: __________ Date: ____________	yes no N/A
g)	State One-Call agency called? Caller: ______________________________ Ticket Number: ________________________ Date: ____________	yes no N/A
h)	Geophysical survey performed? Survey performed by: ____________________ Method: ______________________________ Date: ____________	yes no N/A
i)	Hand augering performed? Augering completed by: __________________ Total depth: __________ feet Date: ______	yes no N/A
j)	Trench/excavation probed? Probing completed by: ___________________ Depth/frequency: _______________________ Date: ____________	yes no N/A

2. Overhead Utilities — Present Absent

a)	Determination of nominal voltage	yes no N/A
b)	Marked on site maps	yes no N/A
c)	Necessary to lockout/insulate/re-route	yes no N/A
d)	Document procedures used to lockout/insulate/re-route	yes no N/A
e)	Minimum acceptable clearance (SOP Section 5.2): ________________	

3. Notes:

____

____

____

Approval:

________________________________ ____________________

Site Manager/Field Operations Leader Date

c: PM/Project File
Program File

ATTACHMENT III

EQUIPMENT INSPECTION CHECKLIST

EQUIPMENT INSPECTION

COMPANY:______________________________ **UNIT NO.**______________

FREQUENCY: Inspect daily, document prior to use and as repairs are needed.

Inspection Date: ____/____/____ Time: _______ Equipment Type:____________________ (e.g., bulldozer)

	Good	Need Repair	N/A
Tires or tracks	❒	❒	❒
Hoses and belts	❒	❒	❒
Cab, mirrors, safety glass	❒	❒	❒
- Turn signals, lights, brake lights, etc. (front/rear) for equipment approved for highway use?	❒	❒	❒
- Is the equipment equipped with audible back-up alarms and back-up lights?	❒	❒	❒
Horn and gauges	❒	❒	❒
Brake condition (dynamic, park, etc.)	❒	❒	❒
Fire extinguisher (Type/Rating - ___________)	❒	❒	❒
Fluid Levels:			
- Engine oil	❒	❒	❒
- Transmission fluid	❒	❒	❒
- Brake fluid	❒	❒	❒
- Cooling system fluid	❒	❒	❒
- Windshield wipers	❒	❒	❒
- Hydraulic oil	❒	❒	❒
Oil leak/lube	❒	❒	❒
Coupling devices and connectors	❒	❒	❒
Exhaust system	❒	❒	❒
Blade/boom/ripper condition	❒	❒	❒
Accessways: Frame, hand holds, ladders, walkways (non-slip surfaces), guardrails?	❒	❒	❒
Power cable and/or hoist cable	❒	❒	❒
Steering (standard and emergency)	❒	❒	❒

Safety Guards:	**Yes**	**No**
– Around rotating apparatus (belts, pulleys, sprockets, spindles, drums, flywheels, chains) all points of operations protected from accidental contact?____________________	❒	❒
– Hot pipes and surfaces exposed to accidental contact?____________________	❒	❒
– All emergency shut offs have been identified and communicated to the field crew?____________________	❒	❒
– Have emergency shutoffs been field tested? ____________________	❒	❒
– Results?____________________	❒	❒
– Are any structural members bent, rusted, or otherwise show signs of damage?____________________	❒	❒
– Are fueling cans used with this equipment approved type safety cans?____________________	❒	❒

- Have the attachments designed for use (as per manufacturer's recommendation) with this equipment been inspected and are considered suitable for use?______________ ❐ ❐

Portable Power Tools:

- Tools and Equipment in Safe Condition?______________ ❐ ❐
- Saw blades, grinding wheels free from recognizable defects (grinding wheels have been sounded)?______________ ❐ ❐
- Portable electric tools properly grounded?______________ ❐ ❐
- Damage to electrical power cords?______________ ❐ ❐
- Blade guards in place?______________ ❐ ❐
- Components adjusted as per manufacturers recommendation?______________ ❐ ❐

Cleanliness:

- Overall condition (is the decontamination performed prior to arrival on-site considered acceptable)?______________
- Where was this equipment used prior to its arrival on site?______________
- Site Contaminants of concern at the previous site?______________
- Inside debris (coffee cups, soda cans, tools and equipment) blocking free access to foot controls?______________

Operator Qualifications (as applicable for all heavy equipment):

- Does the operator have proper licensing where applicable, (e.g., CDL)?______________
- Does the operator, understand the equipments operating instructions?______________
- Is the operator experienced with this equipment?______________
- Does the operator have emotional and/or physical limitations which would prevent him/her from performing this task in a safe manner?______________
- Is the operator 21 years of age or more?______________

Identification:

- Is a tagging system available, for positive identification, for tools removed from service?___

Additional Inspection Required Prior to Use On-Site

	Yes	No
– Does equipment emit noise levels above 90 decibels?	❐	❐
– If so, has an 8-hour noise dosimetry test been performed?	❐	❐

- Results of noise dosimetry:______________
- Defects and repairs needed:______________
- General Safety Condition: ______________
- Operator or mechanic signature:______________

Approved for Use: ❐ Yes ❐ No

____
Site Safety Officer Signature

ATTACHMENT IV

SAFE WORK PERMITS

SAFE WORK PERMIT FOR
MOBILIZATION AND DEMOBILIZATION ACTIVITIES
AT NWS EARLE COLTS NECK, NEW JERSEY

Permit No. ______________ Date: ____________________ Time: From ____________ to ______________

SECTION I: General Job Scope

I. Work limited to the following (description, area, equipment used): Mobilization and demobilization activities.

II. Required Monitoring Instruments: None

III. Field Crew: ______________________________

IV. On-site Inspection conducted ☐ Yes ☐ No Initials of Inspector ____________ TtNUS ____________

SECTION II: General Safety Requirements (To be filled in by permit issuer)

IV. Protective equipment required
Level D ☒ Level B ☐
Level C ☐ Level A ☐
Detailed on Reverse

Respiratory equipment required
Full face APR ☐ Escape Pack ☐
Half face APR ☐ SCBA ☐
SKA-PAC SAR ☐ Bottle Trailer ☐
Skid Rig ☐ None ☒

Modifications/Exceptions: Minimum requirement include sleeved shirt and long pants, or coveralls, safety glasses and safety footwear. Hard hats, safety glasses and hearing protection will be worn when working near operating equipment.

V. Chemicals of Concern / Action Level(s) / Response Measures

Chemicals of Concern	Action Level(s)	Response Measures
None anticipated given the		
nature of activities		
and limited contact w/ media.		

VI. Additional Safety Equipment/Procedures

Hard-hat .... ☐ Yes ☐ No
Safety Glasses .... ☒ Yes ☐ No
Chemical/splash goggles .... ☐ Yes ☒ No
Splash Shield .... ☐ Yes ☒ No
Splash suits/coveralls.................. ☐ Yes ☒ No
Steel toe Work shoes or boots...... ☒ Yes ☐ No
Hearing Protection (Plugs/Muffs).... ☐ Yes ☐ No
Safety belt/harness.......................... ☐ Yes ☒ No
Radio .... ☐ Yes ☒ No
Barricades .... ☐ Yes ☒ No
Gloves (Type - Nitrile)...................... ☐ Yes ☒ No
Work/rest regimen .... ☐ Yes ☒ No

Modifications/Exceptions: Tyvek coverall to protect against natural hazards (e.g., ticks). If working in areas where snakes are a threat, wear snake chaps to protect against bites.

VII. Procedure review with permit acceptors

	Yes	NA
Safety shower/eyewash (Location & Use)..........	☐	☐
Procedure for safe job completion......................	☐	☐
Contractor tools/equipment/PPE inspected........	☐	☐
Emergency alarms...................	☐	☐
Evacuation routes....................	☐	☐
Assembly points	☐	☐

VIII. Equipment Preparation

	Yes	No	NA
Utility Locating and Excavation Clearance completed	☐	☐	☐
Equipment and Foot Traffic Routes Cleared and Established	☐	☐	☐
Physical Hazards Barricaded and Isolated	☐	☐	☐
Emergency Equipment Staged	☐	☐	☐

IX. Additional Permits required (Hot work, confined space entry, excavation etc.)..................... ☐ Yes ☐ No
If yes, complete permit required or contact Health Sciences, Pittsburgh Office

X. Special instructions, precautions: Preview work locations to identify potential hazards (slips, trips, and falls, natural hazards, etc.) Avoid potential nesting areas. Wear light colored clothing so that ticks and other biting insects can be easily visible and can be removed. Inspect clothing and body for ticks. Minimize contact with potentially contaminated media. Suspend site activities in the event of inclement weather.

Permit Issued by:______________________________ Permit Accepted by:______________________

SAFE WORK PERMIT FOR
MULTI-MEDIA SAMPLING
AT NWS EARLE COLTS NECK, NEW JERSEY

Permit No. ______________ Date: __________________ Time: From ____________ to ______________

SECTION I: General Job Scope

I. Work limited to the following (description, area, equipment used): Multi media sampling including sediment sampling and handling of split spoon cores for geotechnical analysis.

II. Required Monitoring Instrument(s): PID with 10.6 eV (or higher) lamp source

III. Field Crew: ____

IV. On-site Inspection conducted ☒ Yes ☐ No Initials of Inspector ____________ ____________
TtNUS

SECTION II: General Safety Requirements (To be filled in by permit issuer)

IV. Protective equipment required
Level D ☒ Level B ☐
Level C ☐ Level A ☐
Detailed on Reverse

Respiratory equipment required
Full face APR ☐ Escape Pack ☐
Half face APR ☐ SCBA ☐
SKA-PAC SAR ☐ Bottle Trailer ☐
Skid Rig ☐ None ☒

Modifications/Exceptions: Minimum requirement include sleeved shirt and long pants, safety footwear, safety glasses and nitrile gloves. Hard hats and hearing protection will be worn when working near operating equipment and or when required by the facility.

V.

Chemicals of Concern	Action Level(s)	Response Measures
Potential site contaminants include VOCs, metals, PCBs, and pesticides	Sustained breathing zone readings > 5.0 ppm	Retreat to an unaffected area Contact the PHSO for guidance.

VI. Additional Safety Equipment/Procedures

Hard-hat	☐ Yes	☐ No	Hearing Protection (Plugs/Muffs)	☐ Yes	☐ No
Safety Glasses	☒ Yes	☐ No	Safety belt/harness	☐ Yes	☒ No
Chemical/splash goggles	☐ Yes	☒ No	Radio	☐ Yes	☒ No
Splash Shield	☐ Yes	☒ No	Barricades	☐ Yes	☒ No
Splash suits/coveralls	☐ Yes	☐ No	Gloves (Type - Nitrile)	☒ Yes	☐ No
Steel toe Work shoes or boots	☒ Yes	☐ No	Work/rest regimen	☐ Yes	☒ No

Modifications/Exceptions: Tyvek coverall if there is a potential for soiling work cloths and PVC or PE coated Tyvek and rubber boots if saturation or work cloths/boots may occur. Reflective vest for traffic areas.

VII. Procedure review with permit acceptors

	Yes	NA		Yes	NA
Safety shower/eyewash (Location & Use)	☐	☐	Emergency alarms	☐	☐
Procedure for safe job completion	☐	☐	Evacuation routes	☐	☐
Contractor tools/equipment/PPE inspected	☐	☐	Assembly points	☐	☐

VIII. Equipment Preparation

	Yes	No	NA
Utility Locating and Excavation Clearance completed	☐	☐	☐
Equipment and Foot Traffic Routes Cleared and Established	☐	☐	☐
Physical Hazards Barricaded and Isolated	☐	☐	☐
Emergency Equipment Staged	☐	☐	☐

IX. Additional Permits required (Hot work, confined space entry, excavation etc.). ☐ Yes ☒ No
If yes, complete permit required or contact Health Sciences, Pittsburgh Office

X. Special instructions, precautions: Contaminants were previously detected at low concentrations that are unlikely to present a significant exposure potential (particularly via inhalation). However, air monitoring with a PID will be performed as a precautionary measure. UXO hazards are unlikely to be present but UXO screening methods will be used for intrusive operations. Site personnel performing sediment sampling must be aware of the potential for encountering UXO shapes. Avoid any suspected UXO items and report them to the site contact immediately. Ticks are a known problem at this site. Refer to Attachment VII for guidance and use repellents and PPE to minimize contact.

Permit Issued by:______________________________ Permit Accepted by:______________________

SAFE WORK PERMIT FOR
TEST TRENCH EXCAVATIONS
AT NWS EARLE COLTS NECK, NEW JERSEY

Permit No. ______________ Date: __________________ Time: From ____________ to ____________

SECTION I: General Job Scope

I. Work limited to the following (description, area, equipment used): Excavation of test trenches to determine lateral extent of Site 13

II. Required Monitoring Instruments: PID with 10.6 eV (or higher) lamp source

III. Field Crew: ____________________

IV. On-site Inspection conducted ☐ Yes ☐ No Initials of Inspector ____________ TtNUS ____________

SECTION II: General Safety Requirements (To be filled in by permit issuer)

IV. Protective equipment required

Level D ☒ Level B ☐
Level C ☐ Level A ☐
Detailed on Reverse

Respiratory equipment required

Full face APR	☐	Escape Pack	☐
Half face APR	☐	SCBA	☐
SKA-PAC SAR	☐	Bottle Trailer	☐
Skid Rig	☐	None	☒

Modifications/Exceptions: Minimum requirement include sleeved shirt and long pants, safety footwear, and nitrile gloves. Safety glasses, hard hats, and hearing protection will be worn when working near or operating equipment.

V. Chemicals of Concern	Action Level(s)	Response Measures
Potential site contaminants include VOCs, metals, PCBs, and pesticides	Sustained breathing zone readings > 5.0 ppm	Retreat to an unaffected area Contact the PHSO for guidance.

VI. Additional Safety Equipment/Procedures

Hard-hat	☒ Yes	☐ No	Hearing Protection (Plugs/Muffs)	☒ Yes	☐ No
Safety Glasses	☒ Yes	☐ No	Safety belt/harness	☐ Yes	☒ No
Chemical/splash goggles	☐ Yes	☒ No	Radio	☐ Yes	☒ No
Splash Shield	☐ Yes	☒ No	Barricades	☐ Yes	☒ No
Splash suits/coveralls	☐ Yes	☐ No	Gloves (Type - Nitrile)	☒ Yes	☐ No
Steel toe Work shoes or boots	☒ Yes	☐ No	Work/rest regimen	☐ Yes	☒ No

Modifications/Exceptions: Tyvek coverall/rubber boots if there is a potential for soiling work cloths/boots. PVC or PE coated Tyvek and rubber boots if saturation or work cloths/boots may occur.

VII. Procedure review with permit acceptors

	Yes	NA		Yes	NA
Safety shower/eyewash (Location & Use)	☐	☐	Emergency alarms	☐	☐
Procedure for safe job completion	☐	☐	Evacuation routes	☐	☐
Contractor tools/equipment/PPE inspected	☐	☐	Assembly points	☐	☐

VIII. Equipment Preparation

	Yes	No	NA
Utility Locating and Excavation Clearance completed	☐	☐	☐
Equipment and Foot Traffic Routes Cleared and Established	☐	☐	☐
Physical Hazards Barricaded and Isolated	☐	☐	☐
Emergency Equipment Staged	☐	☐	☐

IX. Additional Permits required (Hot work, confined space entry, excavation etc.). ☐ Yes ☒ No
If yes, complete permit required or contact Health Sciences, Pittsburgh Office

X. Special instructions, precautions: The TtNUS SOPs on Utility Location and Excavation and UXO Clearance will be followed for all subsurface activities. Preview work locations to identify potential hazards (slips, trips, and falls, natural hazards, etc.) Avoid potential nesting areas. Wear light colored clothing so that ticks and other biting insects can be easily visible and can be removed. Inspect clothing and body for ticks. Minimize contact with potentially contaminated media. Suspend site activities in the event of inclement weather. Personnel will not be permitted to enter any excavation. Excavations will not be left unattended and will be immediately backfilled upon completion.

Permit Issued by:______________________ Permit Accepted by:______________________

SAFE WORK PERMIT FOR
SOIL BORING AND SUBSURFACE SOIL SAMPLING OPRATIONS
AT NWS EARLE COLTS NECK, NEW JERSEY

Permit No. ______________ Date: ________________ Time: From ____________ to ____________

SECTION I: General Job Scope

I. Work limited to the following (description, area, equipment used): Soil boring and collection of soil cores for geotechnical analysis using hollow stem auger with split spoons.

II. Required Monitoring Instruments: PID with 10.6 eV (or higher) lamp source

III. Field Crew: ____

IV. On-site Inspection conducted ☐ Yes ☐ No Initials of Inspector ____________ ____________
TtNUS

SECTION II: General Safety Requirements (To be filled in by permit issuer)

IV. Protective equipment required

Level D ☒ Level B ☐
Level C ☐ Level A ☐
Detailed on Reverse

Respiratory equipment required

Full face APR	☐	Escape Pack	☐
Half face APR	☐	SCBA	☐
SKA-PAC SAR	☐	Bottle Trailer	☐
Skid Rig	☐	None	☒

Modifications/Exceptions: Minimum requirement include sleeved shirt and long pants, safety footwear, and nitrile gloves. Safety glasses, hard hats, and hearing protection will be worn when working near or sampling in the vicinity of the drill rig or other operating equipment.

V.

Chemicals of Concern	Action Level(s)	Response Measures
Potential site contaminants include VOCs, metals, PCBs, and pesticides	Sustained breathing zone readings > 5.0 ppm	Retreat to an unaffected area Contact the PHSO for guidance.

VI. Additional Safety Equipment/Procedures

Hard-hat	☒ Yes	☐ No	Hearing Protection (Plugs/Muffs)	☒ Yes	☐ No
Safety Glasses	☒ Yes	☐ No	Safety belt/harness	☐ Yes	☒ No
Chemical/splash goggles	☐ Yes	☒ No	Radio	☐ Yes	☒ No
Splash Shield	☐ Yes	☒ No	Barricades	☐ Yes	☒ No
Splash suits/coveralls	☐ Yes	☐ No	Gloves (Type - Nitrile)	☒ Yes	☐ No
Steel toe Work shoes or boots	☒ Yes	☐ No	Work/rest regimen	☐ Yes	☒ No

Modifications/Exceptions: Tyvek coverall if there is a potential for soiling work cloths. PVC or PE coated Tyvek and rubber boots if saturation or work cloths/boots may occur.

VII. Procedure review with permit acceptors

	Yes	NA		Yes	NA
Safety shower/eyewash (Location & Use)	☐	☐	Emergency alarms	☐	☐
Procedure for safe job completion	☐	☐	Evacuation routes	☐	☐
Contractor tools/equipment/PPE inspected	☐	☐	Assembly points	☐	☐

VIII. Equipment Preparation

	Yes	No	NA
Utility Locating and Excavation Clearance completed	☐	☐	☐
Equipment and Foot Traffic Routes Cleared and Established	☐	☐	☐
Physical Hazards Barricaded and Isolated	☐	☐	☐
Emergency Equipment Staged	☐	☐	☐

IX. Additional Permits required (Hot work, confined space entry, excavation etc.). ☐ Yes ☒ No
If yes, complete permit required or contact Health Sciences, Pittsburgh Office

X. Special instructions, precautions: The TtNUS SOPs on Utility Location and Excavation and UXO Clearance will be followed for all subsurface activities. Preview work locations to identify potential hazards (slips, trips, and falls, natural hazards, etc.) Avoid potential nesting areas. Wear light colored clothing so that ticks and other biting insects can be easily visible and can be removed. Inspect clothing and body for ticks. Minimize contact with potentially contaminated media. Suspend site activities in the event of inclement weather.

Permit Issued by: ______________________ Permit Accepted by: ______________________

SAFE WORK PERMIT FOR
SURVEYING AND WETLANDS DELINEATION ACTIVITIES
NWS EARLE COLTS NECK, NEW JERSEY

Permit No. ______________ Date: __________________ Time: From ____________ to ______________

SECTION I: General Job Scope

I. Work limited to the following (description, area, equipment used): Surveying and wetlands delineation activities.

II. Required Monitoring Instruments: None

III. Field Crew: ______________________________

IV. On-site Inspection conducted ☐ Yes ☐ No Initials of Inspector ____________ TtNUS ____________

SECTION II: General Safety Requirements (To be filled in by permit issuer)

IV. Protective equipment required

Level D ☒ Level B ☐
Level C ☐ Level A ☐
Detailed on Reverse

Respiratory equipment required

Full face APR	☐	Escape Pack	☐
Half face APR	☐	SCBA	☐
SKA-PAC SAR	☐	Bottle Trailer	☐
Skid Rig	☐	None	☒

Modifications/Exceptions: Minimum requirements include sleeved shirt and long pants and safety footwear. Safety glasses, hard hats, and hearing protection will be worn when working near operating equipment. Rubber boots or hip waders if activities place personnel in areas of water. Safety glasses if working in brush or wooded areas.

V. Chemicals of Concern	Action Level(s)	Response Measures
None anticipated given the nature of activities and limited contact w/ media.	None	

VI. Additional Safety Equipment/Procedures

Item	Yes	No	Item	Yes	No
Hard-hat	☐	☐	Hearing Protection (Plugs/Muffs)	☐	☒
Safety Glasses	☐	☐	Safety belt/harness	☐	☒
Chemical/splash goggles	☐	☒	Radio	☐	☒
Splash Shield	☐	☒	Barricades	☐	☒
Splash suits/coveralls	☐	☐	Gloves (Type - Work)	☐	☐
Steel toe Work shoes or boots	☐	☐	Work/rest regimen	☐	☒

Modifications/Exceptions: Tyvek coverall to protect against natural hazards (e.g., ticks). If working in areas where snakes are a threat, wear snake chaps to protect against bites.

☐ VII. Procedure review with permit acceptors

Item	Yes	NA	Item	Yes	NA
Safety shower/eyewash (Location & Use)	☐	☐	Emergency alarms	☐	☐
Procedure for safe job completion	☐	☐	Evacuation routes	☐	☐
Contractor tools/equipment/PPE inspected	☐	☐	Assembly points	☐	☐

VIII. Equipment Preparation

Item	Yes	No	NA
Utility Locating and Excavation Clearance completed	☐	☐	☐
Equipment and Foot Traffic Routes Cleared and Established	☐	☐	☐
Physical Hazards Barricaded and Isolated	☐	☐	☐
Emergency Equipment Staged	☐	☐	☐

IX. Additional Permits required (Hot work, confined space entry, excavation etc.). ☐ Yes ☒ No
If yes, complete permit required or contact Health Sciences, Pittsburgh Office

X. Special instructions, precautions: Preview work locations to identify potential hazards (slips, trips, and falls, natural hazards, etc.) Avoid potential nesting areas. Wear light colored clothing so that ticks and other biting insects can be easily visible and can be removed. Inspect clothing and body for ticks. Minimize contact with potentially contaminated media. Suspend site activities in the event of inclement weather.

Permit Issued by: ______________________________ Permit Accepted by: ______________________

SAFE WORK PERMIT
DECONTAMINATION ACTIVITIES
NWS EARLE COLTS NECK, NEW JERSEY

Permit No. ______________ Date: __________________ Time: From ____________ to ______________

SECTION I: General Job Scope

I. Work limited to the following (description, area, equipment used): Decontamination of sampling equipment and machinery (i.e., drill rigs, augers, excavating equipment, etc.). Brushes and spray bottles will be used to decon small sampling equipment. Pressure washers or steam cleaning units will be used to decon the augers, drill rigs, and other heavy equipment such as the backhoe or excavator.

II. Required Monitoring Instrument(s): PID with 10.6 eV (or higher) lamp source (used to screen equipment)

III. Field Crew: ____

IV. On-site Inspection conducted ☒ Yes ☐ No Initials of Inspector ____________ TtNUS ____________

SECTION II: General Safety Requirements (To be filled in by permit issuer)

IV. Protective equipment required
Level D ☒ Level B ☐
Level C ☐ Level A ☐
Detailed on Reverse

Respiratory equipment required
Full face APR ☐ Escape Pack ☐
Half face APR ☐ SCBA ☐
SKA-PAC SAR ☐ Bottle Trailer ☐
Skid Rig ☐ None ☒

Modifications/Exceptions: Minimum requirement include sleeved shirt and long pants, safety glasses, safety footwear, and nitrile gloves. When using pressure washers, steam cleaners field crews will wear hearing protection, and face shields.

V. Chemicals of Concern	Action Level(s)	Response Measures
Potential site contaminants include VOCs, metals, PCBs, and pesticides	Elevated readings are not anticipated to be encountered	If airborne readings are observed, repeat decon procedure

VI. Additional Safety Equipment/Procedures

Hard-hat	☐ Yes	☐ No	Hearing Protection (Plugs/Muffs)	☒ Yes	☐ No
Safety Glasses	☒ Yes	☐ No	Safety belt/harness	☐ Yes	☒ No
Chemical/splash goggles	☐ Yes	☒ No	Radio	☐ Yes	☒ No
Splash Shield	☒ Yes	☐ No	Barricades	☐ Yes	☒ No
Splash suits/coveralls	☐ Yes	☐ No	Gloves (Type - Nitrile)	☒ Yes	☐ No
Steel toe Work shoes or boots	☒ Yes	☐ No	Work/rest regimen	☐ Yes	☒ No

Modifications/Exceptions: PVC rain suits or PE or PVC coated Tyvek for protection against splashes and overspray. Chemical resistant boot covers if excessive liquids are generated or to protected footwear. Hard hats may be necessary when using a face shield.

VII. Procedure review with permit acceptors	Yes	NA		Yes	NA
Safety shower/eyewash (Location & Use)	☐	☐	Emergency alarms	☐	☐
Procedure for safe job completion	☐	☐	Evacuation routes	☐	☐
Contractor tools/equipment/PPE inspected	☐	☐	Assembly points	☐	☐

VIII. Equipment Preparation	Yes	No	NA
Utility Locating and Excavation Clearance completed	☐	☐	☐
Equipment and Foot Traffic Routes Cleared and Established	☐	☐	☐
Physical Hazards Barricaded and Isolated	☐	☐	☐
Emergency Equipment Staged	☐	☐	☐

IX. Additional Permits required (Hot work, confined space entry, excavation etc.). ☐ Yes ☒ No
If yes, complete permit required or contact Health Sciences, Pittsburgh Office

X. Special instructions, precautions: Chemical hazards may exist with decontamination procedures given the use of fluids such as isopropyl alcohol, etc. To minimize the potential for exposure, site personnel will use PPE and prevent contact with potentially contaminated equipment. Previous analytical data indicates low concentrations of potential contaminants of concern. Refer to the manufacturer's MSDS regarding PPE, handling, storage, and first-aid measures related to decontamination fluids. Use caution when using pressure washers.

Permit Issued by:______________________________ Permit Accepted by:______________________

ATTACHMENT V

MEDICAL DATA SHEET

MEDICAL DATA SHEET

This Medical Data Sheet must be completed by all on-site personnel and kept in a central location during the execution of site operations. This data sheet will accompany any personnel when medical assistance is needed or if transport to hospital facilities is required.

Project ______________________________

Name ______________________ Home Telephone ____________

Address ______________________________

Age __________ Height ______________ Weight ____________

Name of Next Kin ______________________________

Drug or other Allergies ______________________________

Particular Sensitivities ______________________________

Do You Wear Contacts? ______________________________

Provide a Checklist of Previous Illnesses or Exposure to Hazardous Chemicals ____________

____

____

What medications are you presently using? ______________________________

____

____

Do you have any medical restrictions? ______________________________

____

____

____

Name, Address, and Phone Number of personal physician: ______________________________

____

____

____

I am the individual described above. I have read and understand this HASP.

______________________________ ____________________

Signature Date

ATTACHMENT VI

UXO CLEARANCE SOP

TETRA TECH NUS, INC.	STANDARD OPERATING PROCEDURES	Number HS-2.0	Page 1 of 12
		Effective Date 06/99	Revision 0
		Applicability Tetra Tech NUS, Inc.	
		Prepared Health & Safety	
Subject UNEXPLODED ORDNANCE AND CHEMICAL WARFARE AGENTS ACTIVITIES		Approved D. Senovich	

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1.0 GENERAL

This Standard Operating Procedure (SOP) was prepared as outlined in references (a) and (b) above, for conducting field activities requiring unexploded ordnance (UXO) and chemical warfare agent (CWA) support under the Comprehensive Long-term Environmental Action Navy (CLEAN) contract. All personnel conducting operations under this SOP must read and understand applicable parts of references (a) through (j) prior to commencing any work described within this SOP. The work plan, health and safety plan, and other referenced SOPs submitted for the purpose of accomplishing work covered by this SOP are to be considered supporting documents to this SOP.

2.0 PURPOSE

This SOP is generic in nature and applies to all operations involving UXOs and/or CWAs support during field operations at various U.S. Navy installations throughout the United States under the CLEAN contract. It provides procedural requirements for any activity involving UXO and CWA. It provides detailed procedures for the location, identification, documentation, and emergency actions on UXO/CWA activities.

3.0 APPLICABILITY

This SOP applies to all personnel performing activities associated with UXOs and CWAs. This includes personnel of the prime contractor as well as personnel of any subcontractor. This SOP also applies to persons who may visit the site during the conduct of UXO/CWA activities. Compliance is mandatory for all Tetra Tech NUS, Inc. (TtNUS) personnel, subcontractors, and visitors to the site where UXO/CWA activities are in progress.

4.0 RESPONSIBILITIES

The TtNUS Project Manager is directly responsible for seeing that all applicable rules and regulations are complied with, and that all necessary safety precautions are taken to conduct operations in accordance with this SOP.

It is the responsibility of the Project Manager to ensure that all personnel conducting field activities in accordance with this SOP have the proper training (including hazard control briefings) and, if required, the proper certifications for the job being performed. The onsite TtNUS Health and Safety Officer will assume these responsibilities in the absence of the Project Manager.

5.0 LOCATIONS OF OPERATIONS

The field activities to be conducted during support of the CLEAN contracts can be performed at a variety of locations throughout the United States. Wherever the installation is located, a detailed site description, discussions of known and/or suspected contamination sources, and results of previous studies will be provided to field personnel.

If available, the initial evaluation, consisting of preliminary risk assessments (including discussions of probable contaminants, transport pathways, identification of potential receptors, and preliminary evaluation of human health and environmental concerns), preliminary identification and evaluation of remedial action alternatives, and preliminary identification of applicable or relevant and appropriate requirements (ARARs) will also be made available to field personnel conducting activities at the installation.

6.0 PERSONNEL QUALIFICATIONS AND REQUIREMENTS

6.1 Personnel Qualifications: Qualifications for those personnel actively involved in UXO/CWA operations shall be as follows:

a. UXO personnel shall be graduates of the U.S. Naval Explosive Ordnance Disposal (EOD) School, Indian Head, Maryland.

b. The lead UXO Supervisor for the operation will have been awarded the Master EOD Badge and have served at least 15 years in military EOD assignments, of which more than 10 years were in a supervisory position.

c. UXO personnel must meet the requirements as stated in the Site Health and Safety Plan, consistent with OSHA 29 CFR 1910.120, paragraph (e).

6.2 Personnel Requirements: During any activity where the possibility that UXOs and/or CWAs may be encountered (no matter how remote), the following requirements will be met:

a. One EOD-qualified technician will be required to support each field team engaged in operations in areas that might contain UXOs/CWAs.

b. One EOD-qualified person will be present at the site during all activities to provide UXO/CWA support in the event their services are required.

7.0 PERSONNEL LIMITS

The activities to be conducted under the CLEAN contract will not normally be conducted in areas requiring maximum personnel limitations. Work will not be permitted unless at least two persons are present in the work area. The provisions of 29 CFR 1910.120 concerning personnel qualifications and requirements will be followed while working on site. Any personnel limitation requirements that may be in force by the Installation Safety office will be adhered to at all times.

During all hazardous operations related to searching or screening for UXO or any hazardous UXO/explosive related service, the "buddy system" (29 CFR 1910.120, paragraph (d) (3)) must be used, with one of these persons being a qualified and approved TtNUS EOD technician.

8.0 MATERIAL LIMITS

Explosive materials will not be used during the operations covered by this SOP. Bulk liquids to be used for the decontamination of equipment will be in 2-gallon containers or less. Material Safety Data Sheets (MSDSs) will be kept on file in the Installation Fire Department and at the TtNUS Command Post.

9.0 SAFETY REQUIREMENTS

9.1 Reference Safety Requirements: The safety requirements that apply to the UXO/CWA operations covered under this SOP are:

a. NAVSWCINST 5100.6; Subj: Occupational Safety and Health Program.

b. NSWCDDINST 5104.1; Subj: Control of Emissions (EMCON) Causing Hazards of Electromagnetic Radiation to Ordnance (HERO).

c. OSHA 29 CFR 1910-120 and 1910.134.

d. NRC 10 CFR, Part 19, 20, and 40.

e. NAVSEA SO420-AA-RAD-010, dated 01 October 1991.

9.2 Specific Safety Requirements: The specific safety requirements for UXO/CWA operations are as follows:

a. All operations will be suspended if so ordered by the Installations Range Control.

b. If UXO/CWA or suspected UXO/CWA is encountered, all operations in the affected area will cease, the affected area will be evaluated, and notification will be made in accordance with Section 11.0 of this SOP.

c. TtNUS UXO technicians (EOD-qualified) will be present during UXO-related activities.

d. Installation approved communications equipment (two-way radios) will be onsite during any operation. HERO restrictions will comply with Reference 9.1 b. above.

e. Standard work practices as outlined in the site work plan will apply.

10.0 PERSONAL PROTECTIVE EQUIPMENT (PPE)

The following PPE will be worn by personnel on site. Items marked with an asterisk (*) will be available and will be used, if necessary, as determined by the TtNUS Site Safety Officer.

a. Safety glasses

b. Safety shoes (and protective overboots/or steel-toe rubber boots*)

c. Cotton clothing (with protective coveralls*)

d. Gloves (type to be determined by TtNUS Site Safety Officer)

e. Respiratory protection equipment* (29 CFR 1910.134)

f. Hearing protection*

g. Hard hats*

Additional equipment may be required on a site-specific basis. Equipment will be selected by the Site Safety Officer (SSO) and the Project Manager in accordance with the Work Plan and appendices.

11.0 EMERGENCY RESPONSE AND CONTINGENCY PLANS

11.1 Emergency Contacts: In the event of an emergency, notification will be made to the following in the order presented or in the order dictated by the installation:

a. Emergency Fire and Medical Assistance

b. Installation Safety Office

c. Installation EOD Office

d. Installation Environmental Office

e. TtNUS Site Supervisor (Field Operations Leader)

f. TtNUS Project Manager

Most activities to be performed during field work should not be conducted within buildings. In the event of an emergency, all site personnel will be evacuated to a predetermined location away from the work place. Emergency Response Planning will follow in accordance with 29 CFR 1910.38(a). TtNUS will utilize the Installations Base Fire Protection and Emergency Services in emergencies or potential emergencies.

11.2 Contingency Plans: The following contingency plans will be implemented:

a. Pre-Planning - Upon arrival at the base, the TtNUS Field Operations Leader and/or Site Safety Officer will meet with the Base Fire Protection Department, Base Security Personnel, and Emergency Services to notify them what activities are to be undertaken and where. All site personnel will be required to follow base emergency procedures and will rely on base services to handle emergency calls when needed. Medical services will be provided by the base if available or off site by local medical services.

Hand-held radios will be available at the work site for communications between field teams and Range Control.

b. Emergency Escape Procedures and Assignments - Upon notification of a site emergency that requires evacuation, all site personnel will proceed to predetermined locations based on emergency location and wind directions. If personnel cannot reach these locations without danger to their lives or health, and alternate meeting place will be designated during the daily hazard control briefing. Personnel will be trained to remain at the refuge location until directed to resume work, or leave the site.

c. Procedure to Account for Site Personnel - The site work force will be small enough that accounting for personnel will not be a problem. Accounting for personnel will be the Field Operations Leader's responsibility. This will be accomplished by taking a roll call using the site log book.

d. Rescue and Medical Duties - A physician-approved first aid kit, an ANSI-approved eye wash station, and a Class ABC fire extinguisher will be readily available on site. Site personnel will not be authorized to participate in emergency rescue operations.

e. Activation of Emergency Response Procedures - Should any emergency occur which requires the support of outside services, the appropriate contacts will be made by the Field Operations Leader. A list of the appropriate contacts will be posted at the Command Post. Hand-held radios will be the primary means of communications.

f. Airborne Chemical Release Contingency Plan -

(1) Chemical Release Monitoring - every member of the site team will be responsible for observing and reporting any gross chemical releases or conditions that could lead to releases. Air monitoring will be performed as described in the site work plans and the site health and safety plan.

(2) Response to Measured Airborne Chemical Releases - the readings on monitoring instrumentation will be compared to the action levels specified in the work plans and the site health and safety plan for the purpose of protecting the health and safety of onsite personnel. If the concentrations shown on the instruments suggest that the hazardous materials can exceed the following levels at the perimeter of neighboring residential or commercial property, the TtNUS Field Operations Leader and/or the Site Safety Officer will notify the base fire department.

Parameter	Action Level	Note:
Total Organic Vapors	50 ppm	SUGGESTED LEVELS ONLY
Flammable Vapors	10% of the Lower Explosive Limit (LEL)	

(3) Response to Sudden Airborne Chemical Releases - if a field operation onsite results in a release of a concentrated vapor from a pressurized container (which will normally result in a visible plume), personnel will leave the area for the predetermined-upwind assembly point quickly, but without panic. TtNUS Field Operations Leader and/or the Site Safety Officer will notify the base fire department as soon as possible. The potential for such an event to occur during planned activities is not considered to be significant.

g. Liquid Release Monitoring - Every member of the site team will be responsible for observing and reporting any liquid chemical releases or conditions that could lead to a release. If field operations on site result in a release of liquid chemicals in the absence of vapors, field personnel will attempt to contain the liquid by means of berms constructed with available equipment. If the work team cannot control the spill, they will leave the area for the assembly point quickly, but without panic. The TtNUS Field Operations Leader and/or the Site Safety Officer will notify the base fir department. This is not considered to be a significant event during operations, however, in the unlikely instance that it should occur, field personnel may effect defensive efforts, providing that such a response does not appear to present a chemical overexposure or other personal health or safety concern.

12.0 SAFETY POINTS OF CONTACT

a. Installation Safety Management Branch

b. Installation Ordnance Officer and/or EOD Officer

c. Installation Radiation Officer

d. Installation Environmental Office

13.0 TOOLS AND EQUIPMENT

Major items of equipment and instrumentation that may be required for UXO/CWA operations covered by this SOP are presented below by category:

13.1 Protective Equipment

a. Respiratory Protective Equipment (APR or SCBA)

b. Dermal (chemical resistant) protective equipment

c. Other items (hard hats, safety glasses, etc.)

13.2 Air Monitoring Equipment

a. Explosive/O_2 Meter (Combustible Gas Indicator)

b. Direct reading Organic Vapor Analyzer (PID or FID)

c. Radiation Survey Meters and TLD Badges

13.3 Geophysical/hydrology/Survey Instrumentation

a. Magnetometer (G-856 AG)

b. Electromagnetic Terrain Conductivity Meter (EM-31)

c. Water Level Indicator/Recorder

d. Survey equipment (transit, tripod, etc.) as required

e. pH/Temperature/Conductivity Meter for water samples

13.4 UXO Support Equipment

a. GA-72CV Magnetic Locator (passive instrument) will be used for UXO surface survey during UXO activities. The GA-72CV detects the magnetic field of any ferromagnetic object.

b. MG-220 Magnetic Gradiometer (Down-Hole Magnetometer) will be used to conduct downhole UXO checks. The MG-220 detects the magnetic field of any ferromagnetic object as it is lowered into a borehole.

c. Marking tape, pin flags, stakes

13.5 CWA Support Equipment

a. Chemical Agent Identification Kits (M18A2 Kit)

b. ICADs (Individual Chemical Agent Detector)

13.6 Decontamination Equipment

As required by the level of protection for each site. See Site Health and Safety Plan.

13.7 Hand Tools

As may be required.

13.8 Miscellaneous

As may be required.

14.0 ENVIRONMENTAL CONCERNS

The field operations covered by this SOP will be performed in such a manner as to minimize the effects of pollution of air, water, or land and to control noise and dust within reasonable limits.

Every effort will be made to:

a. Protect the land areas and to preserve them in their existing condition.

b. Protect water resources, including measures for run-off or run-off controls if applicable.

c. Implement sediment control measures, where warranted. These measures will also be implemented to control erosion.

Usually, field operations will generate solid and liquid waste requiring onsite handling and possible offsite disposal. The major types of waste to be generated, their environmental concerns, and their handling and disposition are summarized below:

a. Personnel and equipment decontamination fluid containers will be disposed off site following a thorough decontamination. Liquid waste will be included with the well purging and development fluids.

b. PPE will be double-bagged and will be the responsibility of TtNUS to dispose of according to applicable regulations. Disposal will be off site.

It is not anticipated that any chemical releases will occur during the field activities.

The MSDSs for chemicals being brought onto the installation for use in field operations will be located at the Fire Department and at the TtNUS Field Command Post.

15.0 UXO/CWA PROCEDURES FOR FIELD OPERATIONS

15.1 General - field procedure for work on the CLEAN contract can include any or all of the following tasks:

a. Initial entry into suspect areas for

b. Surface and subsurface sampling,

c. Monitoring well installation,

d. Exploratory trenching,

e. Geophysical surveys, and

f. Other miscellaneous operations.

15.2 Initial entry - initial entry into suspect areas require an EOD-qualified technician with a magnetometer (GA-72CV) to screen a path into the area. The screened area is marked with lanes using either pin flags or marking tape. Suspect items on the surface and subsurface magnetic anomalies will be marked, usually with a different color tape or pin flag, and will be avoided by team members. The site where the work is to be conducted will be thoroughly screened for UXO/CWA contamination prior to any work commencing. All personnel will stay within the cleared areas and not venture out into areas not screened. If an area that has magnetic anomalies cannot be avoided, the EOD-qualified technician will hand excavate down to the anomaly to check to see if a hazard exists. If the excavation reveals a hazard, the emergency notification procedures in paragraph 11.0 will apply.

15.3 Sampling - sampling will be conducted in accordance with established protocols and methodologies. Site specific sampling requirements will be presented in the work plans and in the Fieldwork Standard Operating Procedure.

Sites potentially contaminated with UXO/CWA will be screened by EOD-qualified technicians prior to sampling. A magnetometer (GA-72CV) will be used to screen entry into a suspect area as in paragraph 15.2 above. Lanes will be marked and suspect items and subsurface anomalies will be identified and avoided. The immediate sampling area will be surface screened for the sampling team.

Prior to any subsurface intrusive sampling, another check with a magnetometer needs to be accomplished. The GA-72CV Magnetic Locator can be used for collecting subsurface samples not greater than 0.5 feet. If excavation of a bore hole or hand auguring hole is to exceed this depth than the MG-220 Magnetic Gradiometer (downhole magnetometer) should be utilized and a reading taken at every two feet of depth.

If an anomaly is detected then the location will be marked and avoided and the sampling location relocated to a clean area. If the sampling location cannot be relocated then the EOD-qualified technician will hand excavate down to the anomaly to determine if it is hazardous. If it is not hazardous, the object will be set aside and the sampling event will continue. If the object has been determined to be hazardous or suspect, the sampling team will move out of the area and the emergency procedures listed in paragraph 11.0 will be implemented.

15.4 Monitoring Well Installation - the area within a 50-foot radius of the borehole and the off-road access path will be screened with the GA-72CV magnetometer and be cleared of all metal objects found. Once this is accomplished, the area should be clear of all UXO and the area around the borehole site will be marked using colored marking tape and/or pin flags. Heavy equipment such as front-end loaders, backhoes, and bulldozers will not be used to develop or establish drill sites. The following action will be followed:

a. The GA-72CV magnetometer will be used directly over the borehole site to check for buried items down to 0.5 feet. After a surface check, the EOD-qualified technician will hand auger down to a depth of two feet and check down the hole using the MG-220 magnetometer.

b. Once the hand auguring hole has been cleared,the drill rig will be positioned over the proposed borehole. Drilling will commence to a depth four feet, the drill auger will be removed from the borehole, the drill crew chief and UXO personnel will make observations of the soil from the core barrel and the soil removed from the hole by hand auger (if needed). The drilling log and lithologic log will be maintained in accordance with standard practices, noting any metal objects that may be found.

c. The drilling derrick will be secured and the drill rig moved to a position at least 20 feet from the borehole.

d. The borehole will be checked again with the MG-220 magnetometer.

e. If UXO or magnetic anomaly is present, the borehole will be abandoned and another location selected. The new borehole should be at least six feet from the original borehole. If an UXO or anomaly is not detected and the clearance is given, the drill rig shall be positioned back over the borehole, and drilling will proceed to the next depth (6 feet).

f. Repeat above steps, at intervals of 2 feet, until a depth of 10 feet is reached. At the 10 foot interval, a magnetometer reading shall be taken with the MG-220 set on the maximum sensitivity. The instrument will detect larger objects, approximately 100 lbs., that would be expected at this depth depending on density from 4 to 8 feet.

g. After reaching the depth of 10 feet, the above steps will be repeated at intervals of 4 feet, until the desired depth is reached.

15.5 Exploratory Trenching and Excavation - at times, exploratory trenching will be utilized to determine the lateral extent of a landfill, burial pit, or subsurface geophysical anomaly. Trenching and excavation to uncover a subsurface area will be conducted using a backhoe, an excavator, or sometimes a front-end loader. The following procedures will be utilized to conduct these operations:

a. The surface of the area to be trenched or excavated will first be swept with the GA-72CV magnetometer. Anomalies will be hand excavated to determine if hazardous.

b. No more than 0.5 feet of surface soil will then be removed from the area of concern.

c. The heavy equipment will be removed at least 20 feet away from the area, and the area will be checked with the MG-220 magnetometer. If the area is a trench, the entire length of the trench will be checked with the MG-220 and the excavation can continue two feet at a time. If the area is a wide open area, it can once again be checked with the GA-72CV, but only 0.5 feet of soil removal can be excavated at a time.

d. Anomalies will continue to be uncovered by hand excavation until the desired results are obtained and the trench/area is abandoned and refilled.

e. Excavation will continue another 2 feet if using the MG-220 or 0.5 feet if using the GA-

72CV magnetometer. Once again after the proper depth of soil is excavated the heavy equipment is removed from the area (>20 feet) and the area is rechecked with the magnetometer.

f. The above procedures are followed until the desired depth is reached and/or the desired results are obtained.

Once the area or trench has been cleared, excavation can continue to the proper depth before the equipment is again moved away (at least 20 feet) and the area/trench

15.6 Geophysical Surveys - two instruments will be used to conduct geophysical surveys under the CLEAN contract. The EG & G Geometrics magnetometer (G-856 AG) and a Geonics Terrain Conductivity Meter (EM-31). The magnetometer is a passive instrument, and the EM-31 is a active instrument and is commonly used to measure subsurface terrain conductivity. This information can be used for geophysical surveys, as well as for locating voids, discontinuities in soil structures such as boundaries of disposal pits and buried conducting objects.. An Ordnance Safety Analysis of the Geonics Model EM-31-D, Non-Contacting Terrain Conductivity Meter was conducted by the Naval Surface Warfare Center at the request of TtNUS in April 1993. The analysis concluded, in summary, that the "Geonics EM-31-D poses no ordnance safety hazard when operated in the normal survey mode, where the device is held at hip height." However, the Geonics EM-31-D should not be used with the boom on the ground if ordnance is "present".

When using the magnetometer or the EM-31-D, an EOD-qualified technician will conduct a surface sweep of the area to be surveyed to ensure that no surface ordnance or other hazards exist. The magnetometer is a passive instrument, therefore, no special ordnance safety precautions are required.

The following procedure will be used to ensure the safe operation of the EM-31-D during the geophysical survey:

a. The instrument will be turned on and calibrated off site.

b. Background readings will be taken off site and recorded in the field logbook.

c. The instrument will be turned off and taken to the first survey point.

d. The instrument will be placed on a stand or held at waist height (at least 1 meter off ground), turned on, and readings taken and recorded.

e. After all readings have been taken at the survey point, the instrument will be turned off, removed from the stand, and taken to the next survey point.

f. Steps c. and d. above will be repeated until all points have been surveyed.

g. The instrument will be turned off and taken off site, turned on, and background readings again taken.

h. The geophysical survey is now complete.

15.7 Miscellaneous Operations - due to the potential of UXO/CWA material being encountered during field activities, UXO support will be provided at all site locations. UXO support will be provided for any and all field activities that are in areas suspected to contain UXO and/or CWA. These areas also include those areas covered with water and creeks, canals, etc..

16.0 HAZARD CONTROL BRIEF

A Health and Safety Hazard Control Briefing will be conducted prior to the start of onsite activities. The briefing will be detailed and will cover the information contained in the SOP and the Health and Safety Plan. Refresher briefings will be conducted as necessary for specific or unique activities. New personnel assigned to the project will receive an in-depth briefing prior to starting work. The following information will be given during the briefing:

a. Overview of Task to be Performed

b. Overview of Hazards

- Unexploded Ordnance Hazards
- Chemical Warfare Agents
- Physical Hazards

c. Overview of Standard Work Practices

d. Overview of Training Requirements

e. Overview of Emergency Response Actions

f. Location of MSDSs

17.0 SECURITY

There are no special security requirements. Field activities under the CLEAN contract are unclassified and normal security measures apply in accordance with references (e) and (i). TtNUS personnel and their subcontractors will check in with the installation's security office and be badged for entry into the work areas.

ATTACHMENT VII

TICK / LYME'S DISEASE INFORMATION

TICK CONTROL
AND
LYME DISEASE

The occurrence of Lyme disease has become a worldwide problem since its identification in 1976. This disease is characteristically recognized as being transmitted by ticks, which may be encountered by field personnel while working at this site. As a result, this discussion has been included with this Health and Safety Plan to provide for adequate recognition, evaluation, and control efforts to minimize the occurrence and effects of this potential hazard.

The discovery of Lyme disease is credited to Dr. Allen Steere of Yale University Medical School, and is named after the community where it was (reportedly) first encountered, Lyme, Connecticut. This disease can be transmitted to man through the bite of ticks that are infected with a cork screw-shaped microbe (spirochete). The spread of this disease has been so rapid that in 1984 it surpassed Rocky Mountain Spotted fever as the most common tick-borne disease in the United States. In this country, most of the incidents of this disease have been recorded in the Northeast, and the tick species most commonly attributed with its spread is the deer tick.

Recognition

This hazard potential exists primarily in the spring and summer months, as these are the seasons that tick populations and activity flourish. In fact, 90 percent of the reported cases have occurred from early June through September. Also, this concern exists primarily in heavily vegetated areas. Therefore, recognition of these factors can aid in the awareness and control of this threat.

To aid in the recognition and identification of these insects, an example illustration of the tick species common to the region where this site is located has been included with this discussion. This species (the American Dog tick) is common in the eastern half of the United States, and typically exists in areas covered with grass or underbrush. These insects will attach themselves to animals (including man) that pass through the area and rub against them. After finding a host, the tick inserts its mouthparts and sucks blood until it is fully engorged. This requires a time period of three to twelve days, then the tick will drop off. In addition to Lyme disease concerns, this tick has also been identified as a transmitter of Rocky Mountain Spotted Fever, and the organisms of tularemia and possibly relapsing fever. The wounds left by tick bites can be painful, and can also have a paralyzing effect commonly referred to as tick paralysis.

The earliest symptom of the onset of this disease is the occurrence of an unusual red skin rash. This is commonly the first indication since it has been evidenced that many persons who have contracted this disease were, in fact, unaware that they had been bitten. This rash can appear at the site of the bite anywhere from several days to a few weeks after the bite. It typically starts as a small red spot, and then expands as the spirochetes expand from the bite location. Rash sizes can vary, but have been most commonly associated in a 2 to 3 inch diameter size range. This rash will fade (with or without treatment) after a few weeks. Close inspection is necessary to detect this symptom as the rashes are easy to miss because they're often very faint. Body sites where rashes frequently occur include the thigh areas, groin, and armpits. Also, it is not uncommon for a rash to develop in more than one place.

Other early symptoms include profound fatigue, a stiff neck, and flu-like symptoms such as headache, chills, fever, and muscle aches. Recognition of the onset of any of these symptoms is important since tick bites do not always produce a rash. If left untreated, the disease will progress to its second stage within weeks or months after the infection. This stage involves affects to the heart and nervous system. A common second stage symptom is a paralysis on one or both sides of the face. Others include severe headache, encephalitis, or meningitis. The third and final stage involves the development of chronic inflammatory arthritis, which can occur up to a year or more after the bite.

Evaluation

Evaluation of this hazard potential principally involves field personnel performing close self-inspections for the presence of ticks each time they leave the site. This should involve careful examination, especially of the individuals' heads. Personnel should be aware that when a tick attaches itself to its host, it inserts its entire head under the surface of the skin.

Control

Control of this threat involves several components. First, field personnel must be aware of the climate and area conditions which are commonly associated with being conducive to tick infestation. Second, when working in or walking through potential infested areas, personnel must ensure that they do not have exposed body parts (i.e. at least long sleeved shirts and long pants, particularly when protective coveralls are not worn). In heavily vegetated areas where infestation is likely, Tyvek coveralls will be required to minimize this hazard potential. Also, several commercial products have been demonstrated as being effective in repelling ticks. Examples include Permanone, Off!, and Cutter. These types of repellents will be used at the direction and discretion of the Tetra Tech NUS Health and Safety Officer, and only in accordance and observation of manufacturer's recommendations. In most instances, however, such repellents are typically applied to the outside surfaces of clothing (and not directly onto the skin), and should be applied also to shoe tops, socks, pants cuffs, and other areas most susceptible to ticks.

Tick Removal

In the event that a tick is discovered to be attached to a member of the field team, timely removal of the insect is critical to reducing the potential for contracting the disease. According to available information and research, there is apparently a grace period of at least a few hours from the time of the bite before the tick transmits the microbe (the spirochetes are not present in the mouth parts of the tick). However, the incident of a tick bite is frequently unnoticed, and the discovery of the tick may not occur until after this suspected grace period has already elapsed. Therefore, timely removal is very important. The preferred method of tick removal is to pull it out using tweezers or small forceps. In this method, the tick should be grasped as close to the mouth as possible, and then pulled steadily upward. Care must be exercised so as not to pull in a jerking motion as this can result in the head becoming detached. After the tick has been removed, disinfect the bite with rubbing alcohol or povidone iodine (Betadine). The tick must not be handled as the microbes can enter the body through any breaks in intact skin. The bite should be checked occasionally for at least a two-week period to see if a rash forms. If it does, medical attention must be promptly sought.

In order to provide for proper and timely response to the occurrence of a tick bite, the SSO will ensure that the site First Aid kit is properly equipped with medical forceps and rubbing alcohol, in addition to the standard kit contents. Also, an adequate supply of commercial insect (tick) repellents will be maintained on-site, and all personnel will be trained in its proper application and will be required to use it, at the direction of FOL.

APPENDIX B

FIELD FORMS

Tetra Tech NUS, Inc.

BORING LOG

PROJECT NAME: ____________________ BORING No.: ____________________

PROJECT NUMBER: ____________________ DATE: ____________________

DRILLING COMPANY: ____________________ GEOLOGIST: ____________________

DRILLING RIG: ____________________ DRILLER: ____________________

Sample No. and Type or RQD	Depth (Ft.) or Run No.	Blows / 6" or RQD (%)	Sample Recovery / Sample Length	Lithology Change (Depth/Ft.) or Screened Interval	MATERIAL DESCRIPTION: Soil Density/ Consistency or Rock Hardness	Color	Material Classification	U S C S *	Remarks	PID/FID Reading (ppm): Sample	Sampler BZ	Borehole**	Driller BZ**

* When rock coring, enter rock brokeness.

** Include monitor reading in 6 foot intervals @ borehole. Increase reading frequency if elevated reponse read.

Drilling Area Background (ppm): ______

Remarks: ____________________

Converted to Well: Yes ______ No ______ Well I.D. #: ____________________

Tetra Tech NUS, Inc.

SOIL & SEDIMENT SAMPLE LOG SHEET

Page___ of ___

Project Site Name: ______________________
Project No.: ______________________

[] Surface Soil
[] Subsurface Soil
[] Sediment
[] Other: ______________________
[] QA Sample Type: ______________________

Sample ID No.: ______________________
Sample Location: ______________________
Sampled By: ______________________
C.O.C. No.: ______________________

Type of Sample:
[] Low Concentration
[] High Concentration

GRAB SAMPLE DATA:

	Depth Interval	Color	Description (Sand, Silt, Clay, Moisture, etc.)
Date:			
Time:			
Method:			
Monitor Reading (ppm):			

COMPOSITE SAMPLE DATA:

	Time	Depth Interval	Color	Description (Sand, Silt, Clay, Moisture, etc.)
Date:				
Method:				
Monitor Readings (Range in ppm):				

SAMPLE COLLECTION INFORMATION:

Analysis	Container Requirements	Collected	Other

OBSERVATIONS / NOTES:

MAP:

Circle if Applicable:

MS/MSD	Duplicate ID No.:

Signature(s):

TEST PIT LOG

Page ___ of ___

Tetra Tech NUS, Inc.

PROJECT NAME: ______________ TEST PIT No.: ______________
PROJECT NUMBER: ______________ DATE: ______________
LOCATION: ______________ GEOLOGIST: ______________

Depth (Ft.)	Lithology Change (Depth/Ft.)	MATERIAL DESCRIPTION Soil/Waste Characteristics (lithology, density, color, etc.)	USCS	Remarks	PID/FID READING Source (ppm)	BZ (ppm)

TEST PIT CROSS SECTION AND / OR PLAN VIEW

REMARKS: ______________

PHOTO LOG: ______________

Tetra Tech NUS, Inc.

EQUIPMENT CALIBRATION LOG

PROJECT NAME : ______________________ INSTRUMENT NAME/MODEL: ______________________

SITE NAME: ______________________ MANUFACTURER: ______________________

PROJECT No.: ______________________ SERIAL NUMBER: ______________________

Date of Calibration	Instrument I.D. Number	Person Performing Calibration	Instrument Settings		Instrument Readings		Calibration Standard (Lot No.)	Remarks and Comments
			Pre-calibration	Post-calibration	Pre-calibration	Post-calibration		

APPENDIX C

ASTM D2488

@1/97

Designation: D 2488 – 93

Standard Practice for Description and Identification of Soils (Visual-Manual Procedure)[1]

This standard is issued under the fixed designation D 2488; the number immediately following the designation indicates the year of original adoption or, in the case of revision, the year of last revision. A number in parentheses indicates the year of last reapproval. A superscript epsilon (ε) indicates an editorial change since the last revision or reapproval.

This standard has been approved for use by agencies of the Department of Defense. Consult the DoD Index of Specifications and Standards for the specific year of issue which has been adopted by the Department of Defense.

1. Scope

1.1 This practice covers procedures for the description of soils for engineering purposes.

1.2 This practice also describes a procedure for identifying soils, at the option of the user, based on the classification system described in Test Method D 2487. The identification is based on visual examination and manual tests. It must be clearly stated in reporting an identification that it is based on visual-manual procedures.

1.2.1 When precise classification of soils for engineering purposes is required, the procedures prescribed in Test Method D 2487 shall be used.

1.2.2 In this practice, the identification portion assigning a group symbol and name is limited to soil particles smaller than 3 in. (75 mm).

1.2.3 The identification portion of this practice is limited to naturally occurring soils (disturbed and undisturbed).

NOTE 1—This practice may be used as a descriptive system applied to such materials as shale, claystone, shells, crushed rock, etc. (See Appendix X2).

1.3 The descriptive information in this practice may be used with other soil classification systems or for materials other than naturally occurring soils.

1.4 *This standard does not purport to address all of the safety problems, if any, associated with its use. It is the responsibility of the user of this standard to establish appropriate safety and health practices and determine the applicability of regulatory limitations prior to use.* For specific precautionary statements see Section 8.

1.5 The values stated in inch-pound units are to be regarded as the standard.

2. Referenced Documents

2.1 *ASTM Standards:*

- D 653 Terminology Relating to Soil, Rock, and Contained Fluids[2]
- D 1452 Practice for Soil Investigation and Sampling by Auger Borings[2]
- D 1586 Test Method for Penetration Test and Split-Barrel Sampling of Soils[2]
- D 1587 Practice for Thin-Walled Tube Sampling of Soils[2]
- D 2113 Practice for Diamond Core Drilling for Site Investigation[2]
- D 2487 Classification of Soils for Engineering Purposes (Unified Soil Classification System)[2]
- D 4083 Practice for Description of Frozen Soils (Visual-Manual Procedure)[2]

3. Terminology

3.1 *Definitions:*

3.1.1 Except as listed below, all definitions are in accordance with Terminology D 653.

NOTE 2—For particles retained on a 3-in. (75-mm) US standard sieve, the following definitions are suggested:

Cobbles—particles of rock that will pass a 12-in. (300-mm) square opening and be retained on a 3-in. (75-mm) sieve, and

Boulders—particles of rock that will not pass a 12-in. (300-mm) square opening.

3.1.1.2 *clay*—soil passing a No. 200 (75-μm) sieve that can be made to exhibit plasticity (putty-like properties) within a range of water contents, and that exhibits considerable strength when air-dry. For classification, a clay is a fine-grained soil, or the fine-grained portion of a soil, with a plasticity index equal to or greater than 4, and the plot of plasticity index versus liquid limit falls on or above the "A" line (see Fig. 3 of Test Method D 2487).

3.1.1.3 *gravel*—particles of rock that will pass a 3-in. (75-mm) sieve and be retained on a No. 4 (4.75-mm) sieve with the following subdivisions:

coarse—passes a 3-in. (75-mm) sieve and is retained on a ¾-in. (19-mm) sieve.

fine—passes a ¾-in. (19-mm) sieve and is retained on a No. 4 (4.75-mm) sieve.

3.1.1.4 *organic clay*—a clay with sufficient organic content to influence the soil properties. For classification, an organic clay is a soil that would be classified as a clay, except that its liquid limit value after oven drying is less than 75 % of its liquid limit value before oven drying.

3.1.1.5 *organic silt*—a silt with sufficient organic content to influence the soil properties. For classification, an organic silt is a soil that would be classified as a silt except that its liquid limit value after oven drying is less than 75 % of its liquid limit value before oven drying.

3.1.1.6 *peat*—a soil composed primarily of vegetable tissue in various stages of decomposition usually with an organic odor, a dark brown to black color, a spongy consistency, and a texture ranging from fibrous to amorphous.

3.1.1.7 *sand*—particles of rock that will pass a No. 4

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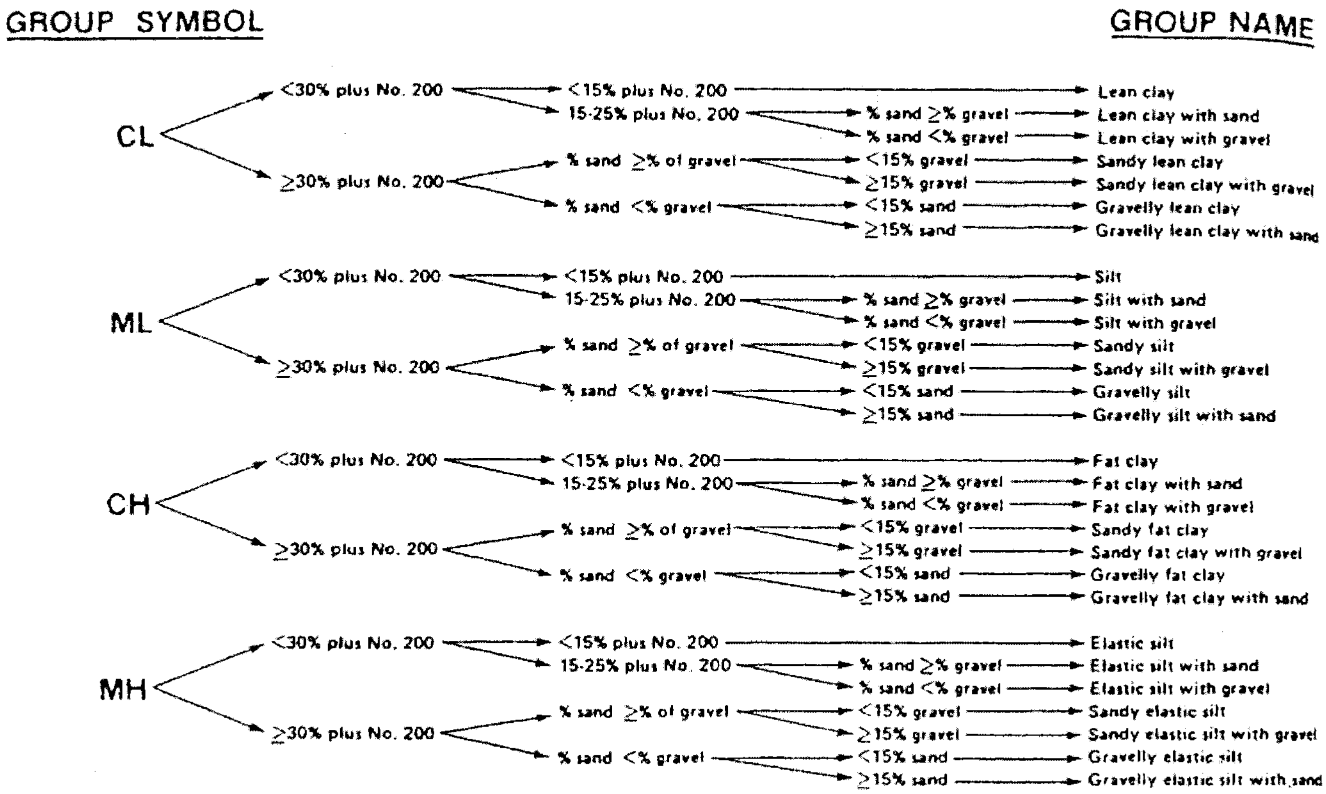
[1] This practice is under the jurisdiction of ASTM Committee D-18 on Soil and Rock and is the direct responsibility of Subcommittee D18.07 on Identification and Classification of Soils.

Current edition approved Sept. 15, 1993. Published November 1993. Originally published as D 2488 – 66 T. Last previous edition D 2488 – 90.

[2] *Annual Book of ASTM Standards*, Vol 04.08.



NOTE—Percentages are based on estimating amounts of fines, sand, and gravel to the nearest 5 %.

FIG. 1a Flow Chart for Identifying Inorganic Fine-Grained Soil (50 % or more fines)

(4.75-mm) sieve and be retained on a No. 200 (75-µm) sieve with the following subdivisions:

coarse—passes a No. 4 (4.75-mm) sieve and is retained on a No. 10 (2.00-mm) sieve.

medium—passes a No. 10 (2.00-mm) sieve and is retained on a No. 40 (425-µm) sieve.

fine—passes a No. 40 (425-µm) sieve and is retained on a No. 200 (75-µm) sieve.

3.1.1.8 *silt*—soil passing a No. 200 (75-µm) sieve that is nonplastic or very slightly plastic and that exhibits little or no strength when air dry. For classification, a silt is a fine-grained soil, or the fine-grained portion of a soil, with a plasticity index less than 4, or the plot of plasticity index versus liquid limit falls below the "A" line (see Fig. 3 of Test Method D 2487).

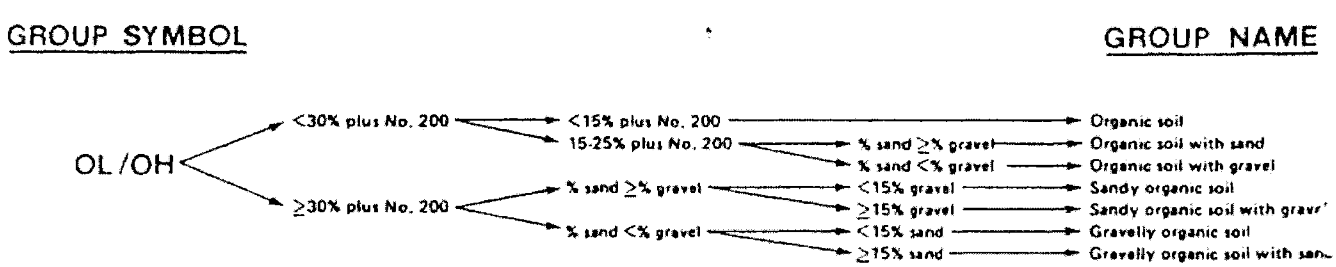
4. Summary of Practice

4.1 Using visual examination and simple manual tests, this practice gives standardized criteria and procedures for describing and identifying soils.

4.2 The soil can be given an identification by assigning a group symbol(s) and name. The flow charts, Figs. 1a and 1b for fine-grained soils, and Fig. 2, for coarse-grained soils, can be used to assign the appropriate group symbol(s) and name. If the soil has properties which do not distinctly place it into a specific group, borderline symbols may be used, see Appendix X3.

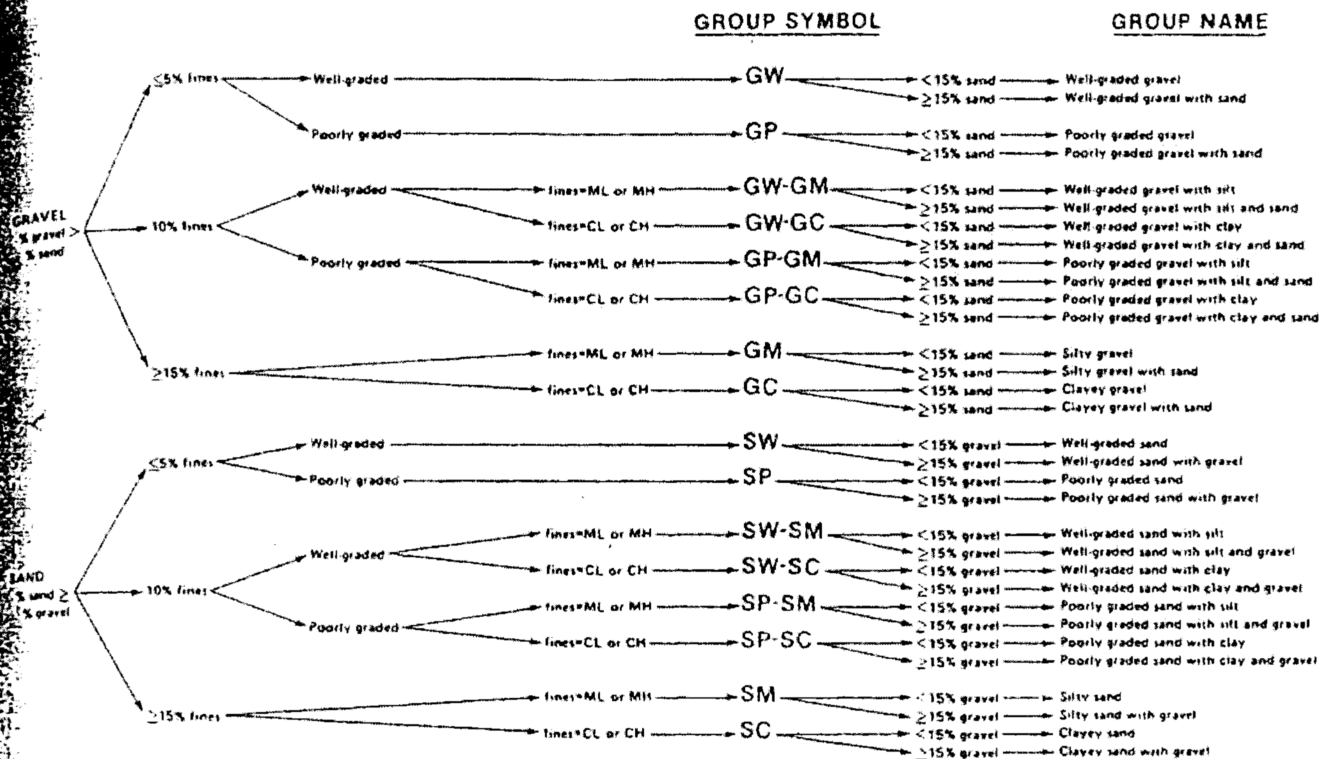
NOTE 3—It is suggested that a distinction be made between *dual symbols* and *borderline symbols*.

Dual Symbol—A dual symbol is two symbols separated by a hyphen, for example, GP-GM, SW-SC, CL-ML used to indicate that the soil has been identified as having the properties of a classification in accordance with Test Method D 2487 where two symbols are required. Two symbols are required when the soil has between 5 and 12 % fines or



NOTE—Percentages are based on estimating amounts of fines, sand, and gravel to the nearest 5 %.

FIG. 1b Flow Chart for Identifying Organic Fine-Grained Soil (50 % or more fines)



NOTE—Percentages are based on estimating amounts of fines, sand, and gravel to the nearest 5 %.

FIG. 2 Flow Chart for Identifying Coarse-Grained Soils (less than 50 % fines)

when the liquid limit and plasticity index values plot in the CL-ML area of the plasticity chart.

Borderline Symbol—A borderline symbol is two symbols separated by a slash, for example, CL/CH, GM/SM, CL/ML. A borderline symbol should be used to indicate that the soil has been identified as having properties that do not distinctly place the soil into a specific group (see Appendix X3).

5. Significance and Use

5.1 The descriptive information required in this practice can be used to describe a soil to aid in the evaluation of its significant properties for engineering use.

5.2 The descriptive information required in this practice should be used to supplement the classification of a soil as determined by Test Method D 2487.

5.3 This practice may be used in identifying soils using the classification group symbols and names as prescribed in Test Method D 2487. Since the names and symbols used in this practice to identify the soils are the same as those used in Test Method D 2487, it shall be clearly stated in reports and all other appropriate documents, that the classification symbol and name are based on visual-manual procedures.

5.4 This practice is to be used not only for identification of soils in the field, but also in the office, laboratory, or wherever soil samples are inspected and described.

5.5 This practice has particular value in grouping similar soil samples so that only a minimum number of laboratory tests need be run for positive soil classification.

NOTE 4—The ability to describe and identify soils correctly is learned more readily under the guidance of experienced personnel, but it may also be acquired systematically by comparing numerical laboratory test results for typical soils of each type with their visual and manual characteristics.

5.6 When describing and identifying soil samples from a given boring, test pit, or group of borings or pits, it is not necessary to follow all of the procedures in this practice for every sample. Soils which appear to be similar can be grouped together; one sample completely described and identified with the others referred to as similar based on performing only a few of the descriptive and identification procedures described in this practice.

5.7 This practice may be used in combination with Practice D 4083 when working with frozen soils.

6. Apparatus

6.1 *Required Apparatus:*

6.1.1 *Pocket Knife or Small Spatula.*

6.2 *Useful Auxiliary Apparatus:*

6.2.1 *Small Test Tube and Stopper* (or jar with a lid).

6.2.2 *Small Hand Lens.*

7. Reagents

7.1 *Purity of Water*—Unless otherwise indicated, references to water shall be understood to mean water from a city water supply or natural source, including non-potable water.

7.2 *Hydrochloric Acid*—A small bottle of dilute hydrochloric acid, HCl, one part HCl (10 *N*) to three parts water (This reagent is optional for use with this practice). See Section 8.

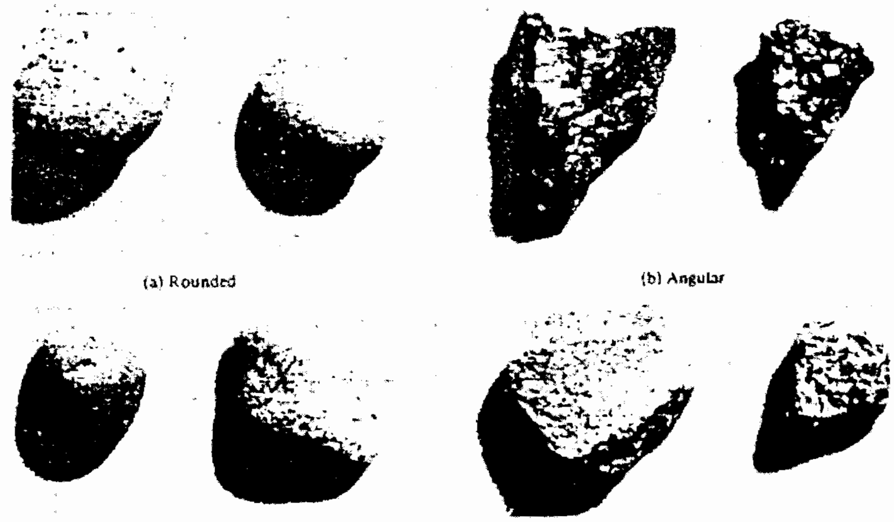


FIG. 3 Typical Angularity of Bulky Grains

8. Safety Precautions

8.1 When preparing the dilute HCl solution of one part concentrated hydrochloric acid (10 *N*) to three parts of distilled water, slowly add acid into water following necessary safety precautions. Handle with caution and store safely. If solution comes into contact with the skin, rinse thoroughly with water.

8.2 Caution—Do not add water to acid.

9. Sampling

9.1 The sample shall be considered to be representative of the stratum from which it was obtained by an appropriate, accepted, or standard procedure.

NOTE 5—Preferably, the sampling procedure should be identified as having been conducted in accordance with Practices D 1452, D 1587, or D 2113, or Method D 1586.

9.2 The sample shall be carefully identified as to origin.

NOTE 6—Remarks as to the origin may take the form of a boring number and sample number in conjunction with a job number, a geologic stratum, a pedologic horizon or a location description with respect to a permanent monument, a grid system or a station number and offset with respect to a stated centerline and a depth or elevation.

9.3 For accurate description and identification, the minimum amount of the specimen to be examined shall be in accordance with the following schedule:

Maximum Particle Size, Sieve Opening	Minimum Specimen Size, Dry Weight
4.75 mm (No. 4)	100 g (0.25 lb)
9.5 mm (⅜ in.)	200 g (0.5 lb)
19.0 mm (¾ in.)	1.0 kg (2.2 lb)
38.1 mm (1½ in.)	8.0 kg (18 lb)
75.0 mm (3 in.)	60.0 kg (132 lb)

NOTE 7—If random isolated particles are encountered that are significantly larger than the particles in the soil matrix, the soil matrix can be accurately described and identified in accordance with the preceeding schedule.

9.4 If the field sample or specimen being examined is smaller than the minimum recommended amount, the report shall include an appropriate remark.

10. Descriptive Information for Soils

10.1 *Angularity*—Describe the angularity of the sand (coarse sizes only), gravel, cobbles, and boulders, as angular, subangular, subrounded, or rounded in accordance with the criteria in Table 1 and Fig. 3. A range of angularity may be stated, such as: subrounded to rounded.

10.2 *Shape*—Describe the shape of the gravel, cobbles, and boulders as flat, elongated, or flat and elongated if they meet the criteria in Table 2 and Fig. 4. Otherwise, do not mention the shape. Indicate the fraction of the particles that have the shape, such as: one-third of the gravel particles are flat.

10.3 *Color*—Describe the color. Color is an important property in identifying organic soils, and within a given

TABLE 1 Criteria for Describing Angularity of Coarse-Grained Particles (see Fig. 3)

Description	Criteria
Angular	Particles have sharp edges and relatively plane sides with unpolished surfaces
Subangular	Particles are similar to angular description but have rounded edges
Subrounded	Particles have nearly plane sides but have well-rounded corners and edges
Rounded	Particles have smoothly curved sides and no edges

TABLE 2 Criteria for Describing Particle Shape (see Fig. 4)

The particle shape shall be described as follows where length, width and thickness refer to the greatest, intermediate, and least dimensions of a respectively.

Flat	Particles with width/thickness > 3
Elongated	Particles with length/width > 3
Flat and elongated	Particles meet criteria for both flat and elongated

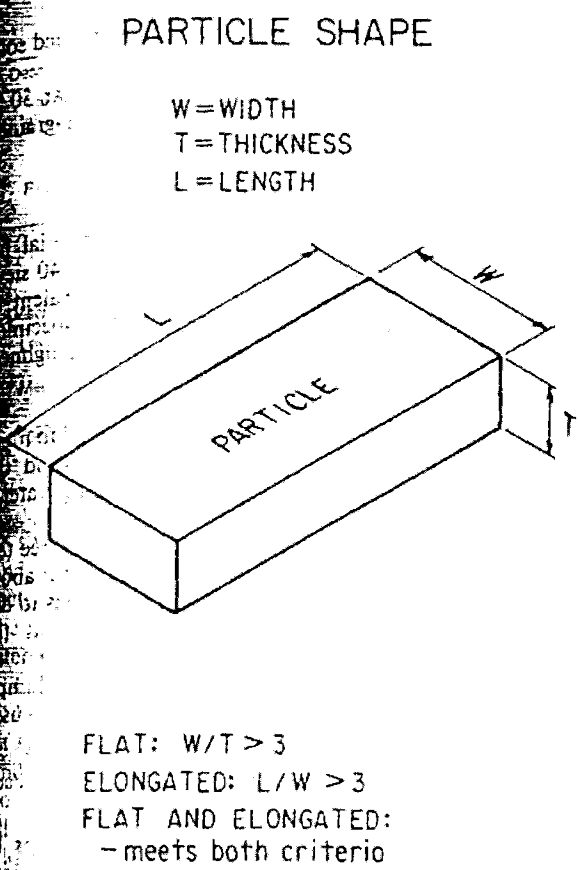


FIG. 4 Criteria for Particle Shape

TABLE 3 Criteria for Describing Moisture Condition

Description	Criteria
Dry	Absence of moisture, dusty, dry to the touch
Moist	Damp but no visible water
Wet	Visible free water, usually soil is below water table

locality it may also be useful in identifying materials of similar geologic origin. If the sample contains layers or patches of varying colors, this shall be noted and all representative colors shall be described. The color shall be described for moist samples. If the color represents a dry condition, this shall be stated in the report.

10.4 *Odor*—Describe the odor if organic or unusual. Soils containing a significant amount of organic material usually have a distinctive odor of decaying vegetation. This is especially apparent in fresh samples, but if the samples are dried, the odor may often be revived by heating a moistened sample. If the odor is unusual (petroleum product, chemical, and the like), it shall be described.

10.5 *Moisture Condition*—Describe the moisture condition as dry, moist, or wet, in accordance with the criteria in Table 3.

10.6 *HCl Reaction*—Describe the reaction with HCl as none, weak, or strong, in accordance with the critera in Table 4. Since calcium carbonate is a common cementing agent, a report of its presence on the basis of the reaction with dilute hydrochloric acid is important.

TABLE 4 Criteria for Describing the Reaction With HCl

Description	Criteria
None	No visible reaction
Weak	Some reaction, with bubbles forming slowly
Strong	Violent reaction, with bubbles forming immediately

TABLE 5 Criteria for Describing Consistency

Description	Criteria
Very soft	Thumb will penetrate soil more than 1 in. (25 mm)
Soft	Thumb will penetrate soil about 1 in. (25 mm)
Firm	Thumb will indent soil about ¼ in. (6 mm)
Hard	Thumb will not indent soil but readily indented with thumbnail
Very hard	Thumbnail will not indent soil

10.7 *Consistency*—For intact fine-grained soil, describe the consistency as very soft, soft, firm, hard, or very hard, in accordance with the criteria in Table 5. This observation is inappropriate for soils with significant amounts of gravel.

10.8 *Cementation*—Describe the cementation of intact coarse-grained soils as weak, moderate, or strong, in accordance with the criteria in Table 6.

10.9 *Structure*—Describe the structure of intact soils in accordance with the criteria in Table 7.

10.10 *Range of Particle Sizes*—For gravel and sand components, describe the range of particle sizes within each component as defined in 3.1.2 and 3.1.6. For example, about 20 % fine to coarse gravel, about 40 % fine to coarse sand.

10.11 *Maximum Particle Size*—Describe the maximum particle size found in the sample in accordance with the following information:

10.11.1 *Sand Size*—If the maximum particle size is a sand size, describe as fine, medium, or coarse as defined in 3.1.6. For example: maximum particle size, medium sand.

10.11.2 *Gravel Size*—If the maximum particle size is a gravel size, describe the maximum particle size as the smallest sieve opening that the particle will pass. For example, maximum particle size, 1½ in. (will pass a 1½-in. square opening but not a ¾-in. square opening).

10.11.3 *Cobble or Boulder Size*—If the maximum particle size is a cobble or boulder size, describe the maximum dimension of the largest particle. For example: maximum dimension, 18 in. (450 mm).

10.12 *Hardness*—Describe the hardness of coarse sand and larger particles as hard, or state what happens when the particles are hit by a hammer, for example, gravel-size particles fracture with considerable hammer blow, some gravel-size particles crumble with hammer blow. "Hard" means particles do not crack, fracture, or crumble under a hammer blow.

10.13 Additional comments shall be noted, such as the presence of roots or root holes, difficulty in drilling or augering hole, caving of trench or hole, or the presence of mica.

10.14 A local or commercial name or a geologic interpre-

TABLE 6 Criteria for Describing Cementation

Description	Criteria
Weak	Crumbles or breaks with handling or little finger pressure
Moderate	Crumbles or breaks with considerable finger pressure
Strong	Will not crumble or break with finger pressure

TABLE 7 Criteria for Describing Structure

Description	Criteria
Stratified	Alternating layers of varying material or color with layers at least 6 mm thick; note thickness
Laminated	Alternating layers of varying material or color with the layers less than 6 mm thick; note thickness
Fissured	Breaks along definite planes of fracture with little resistance to fracturing
Slickensided	Fracture planes appear polished or glossy, sometimes striated
Blocky	Cohesive soil that can be broken down into small angular lumps which resist further breakdown
Lensed	Inclusion of small pockets of different soils, such as small lenses of sand scattered through a mass of clay; note thickness
Homogeneous	Same color and appearance throughout

tation of the soil, or both, may be added if identified as such.

10.15 A classification or identification of the soil in accordance with other classification systems may be added if identified as such.

11. Identification of Peat

11.1 A sample composed primarily of vegetable tissue in various stages of decomposition that has a fibrous to amorphous texture, usually a dark brown to black color, and an organic odor, shall be designated as a highly organic soil and shall be identified as peat, PT, and not subjected to the identification procedures described hereafter.

12. Preparation for Identification

12.1 The soil identification portion of this practice is based on the portion of the soil sample that will pass a 3-in. (75-mm) sieve. The larger than 3-in. (75-mm) particles must be removed, manually, for a loose sample, or mentally, for an intact sample before classifying the soil.

12.2 Estimate and note the percentage of cobbles and the percentage of boulders. Performed visually, these estimates will be on the basis of volume percentage.

NOTE 8—Since the percentages of the particle-size distribution in Test Method D 2487 are by dry weight, and the estimates of percentages for gravel, sand, and fines in this practice are by dry weight, it is recommended that the report state that the percentages of cobbles and boulders are by volume.

12.3 Of the fraction of the soil smaller than 3 in. (75 mm), estimate and note the percentage, by dry weight, of the gravel, sand, and fines (see Appendix X4 for suggested procedures).

NOTE 9—Since the particle-size components appear visually on the basis of volume, considerable experience is required to estimate the percentages on the basis of dry weight. Frequent comparisons with laboratory particle-size analyses should be made.

12.3.1 The percentages shall be estimated to the closest 5 %. The percentages of gravel, sand, and fines must add up to 100 %.

12.3.2 If one of the components is present but not in sufficient quantity to be considered 5 % of the smaller than 3-in. (75-mm) portion, indicate its presence by the term *trace*, for example, trace of fines. A trace is not to be considered in the total of 100 % for the components.

13. Preliminary Identification

13.1 The soil is *fine grained* if it contains 50 % or more fines. Follow the procedures for identifying fine-grained soils of Section 14.

13.2 The soil is *coarse grained* if it contains less than 50 % fines. Follow the procedures for identifying coarse-grained soils of Section 15.

14. Procedure for Identifying Fine-Grained Soils

14.1 Select a representative sample of the material for examination. Remove particles larger than the No. 40 sieve (medium sand and larger) until a specimen equivalent to about a handful of material is available. Use this specimen for performing the dry strength, dilatancy, and toughness tests.

14.2 *Dry Strength:*

14.2.1 From the specimen, select enough material to mold into a ball about 1 in. (25 mm) in diameter. Mold the material until it has the consistency of putty, adding water if necessary.

14.2.2 From the molded material, make at least three test specimens. A test specimen shall be a ball of material about ½ in. (12 mm) in diameter. Allow the test specimens to dry in air, or sun, or by artificial means, as long as the temperature does not exceed 60°C.

14.2.3 If the test specimen contains natural dry lumps, those that are about ½ in. (12 mm) in diameter may be used in place of the molded balls.

NOTE 10—The process of molding and drying usually produces higher strengths than are found in natural dry lumps of soil.

14.2.4 Test the strength of the dry balls or lumps by crushing between the fingers. Note the strength as none, low, medium, high, or very high in accorance with the criteria in Table 8. If natural dry lumps are used, do not use the results of any of the lumps that are found to contain particles of coarse sand.

14.2.5 The presence of high-strength water-soluble cementing materials, such as calcium carbonate, may cause exceptionally high dry strengths. The presence of calcium carbonate can usually be detected from the intensity of the reaction with dilute hydrochloric acid (see 10.6).

14.3 *Dilatancy:*

14.3.1 From the specimen, select enough material to mold into a ball about ½ in. (12 mm) in diameter. Mold the material, adding water if necessary, until it has a soft, but not sticky, consistency.

14.3.2 Smooth the soil ball in the palm of one hand with the blade of a knife or small spatula. Shake horizontally, striking the side of the hand vigorously against the other hand several times. Note the reaction of water appearing on

TABLE 8 Criteria for Describing Dry Strength

Description	Criteria
None	The dry specimen crumbles into powder with mere pressure of handling
Low	The dry specimen crumbles into powder with some finger pressure
Medium	The dry specimen breaks into pieces or crumbles with considerable finger pressure
High	The dry specimen cannot be broken with finger pressure. Specimen will break into pieces between thumb and a hard surface
Very high	The dry specimen cannot be broken between the thumb and a hard surface

TABLE 9 Criteria for Describing Dilatancy

Description	Criteria
None	No visible change in the specimen
Slow	Water appears slowly on the surface of the specimen during shaking and does not disappear or disappears slowly upon squeezing
Rapid	Water appears quickly on the surface of the specimen during shaking and disappears quickly upon squeezing

TABLE 10 Criteria for Describing Toughness

Description	Criteria
Low	Only slight pressure is required to roll the thread near the plastic limit. The thread and the lump are weak and soft
Medium	Medium pressure is required to roll the thread to near the plastic limit. The thread and the lump have medium stiffness
High	Considerable pressure is required to roll the thread to near the plastic limit. The thread and the lump have very high stiffness

the surface of the soil. Squeeze the sample by closing the hand or pinching the soil between the fingers, and note the reaction as none, slow, or rapid in accordance with the criteria in Table 9. The reaction is the speed with which water appears while shaking, and disappears while squeezing.

14.4 *Toughness:*

14.4.1 Following the completion of the dilatancy test, the test specimen is shaped into an elongated pat and rolled by hand on a smooth surface or between the palms into a thread about ⅛ in. (3 mm) in diameter. (If the sample is too wet to roll easily, it should be spread into a thin layer and allowed to lose some water by evaporation.) Fold the sample threads and reroll repeatedly until the thread crumbles at a diameter of about ⅛ in. The thread will crumble at a diameter of ⅛ in. when the soil is near the plastic limit. Note the pressure required to roll the thread near the plastic limit. Also, note the strength of the thread. After the thread crumbles, the pieces should be lumped together and kneaded until the lump crumbles. Note the toughness of the material during kneading.

14.4.2 Describe the toughness of the thread and lump as low, medium, or high in accordance with the criteria in Table 10.

14.5 *Plasticity*—On the basis of observations made during the toughness test, describe the plasticity of the material in accordance with the criteria given in Table 11.

14.6 Decide whether the soil is an *inorganic* or an *organic* fine-grained soil (see 14.8). If inorganic, follow the steps given in 14.7.

14.7 *Identification of Inorganic Fine-Grained Soils:*

TABLE 11 Criteria for Describing Plasticity

Description	Criteria
Nonplastic	A ⅛-in. (3-mm) thread cannot be rolled at any water content
Low	The thread can barely be rolled and the lump cannot be formed when drier than the plastic limit
Medium	The thread is easy to roll and not much time is required to reach the plastic limit. The thread cannot be rerolled after reaching the plastic limit. The lump crumbles when drier than the plastic limit
High	It takes considerable time rolling and kneading to reach the plastic limit. The thread can be rerolled several times after reaching the plastic limit. The lump can be formed without crumbling when drier than the plastic limit

14.7.1 Identify the soil as a *lean clay,* CL, if the soil has medium to high dry strength, no or slow dilatancy, and medium toughness and plasticity (see Table 12).

14.7.2 Identify the soil as a *fat clay,* CH, if the soil has high to very high dry strength, no dilatancy, and high toughness and plasticity (see Table 12).

14.7.3 Identify the soil as a *silt,* ML, if the soil has no to low dry strength, slow to rapid dilatancy, and low toughness and plasticity, or is nonplastic (see Table 12).

14.7.4 Identify the soil as an *elastic silt,* MH, if the soil has low to medium dry strength, no to slow dilatancy, and low to medium toughness and plasticity (see Table 12).

NOTE 11—These properties are similar to those for a lean clay. However, the silt will dry quickly on the hand and have a smooth, silky feel when dry. Some soils that would classify as MH in accordance with the criteria in Test Method D 2487 are visually difficult to distinguish from lean clays, CL. It may be necessary to perform laboratory testing for proper identification.

14.8 *Identification of Organic Fine-Grained Soils:*

14.8.1 Identify the soil as an *organic soil,* OL/OH, if the soil contains enough organic particles to influence the soil properties. Organic soils usually have a dark brown to black color and may have an organic odor. Often, organic soils will change color, for example, black to brown, when exposed to the air. Some organic soils will lighten in color significantly when air dried. Organic soils normally will not have a high toughness or plasticity. The thread for the toughness test will be spongy.

NOTE 12—In some cases, through practice and experience, it may be possible to further identify the organic soils as organic silts or organic clays, OL or OH. Correlations between the dilatancy, dry strength, toughness tests, and laboratory tests can be made to identify organic soils in certain deposits of similar materials of known geologic origin.

14.9 If the soil is estimated to have 15 to 25 % sand or gravel, or both, the words "with sand" or "with gravel" (whichever is more predominant) shall be added to the group name. For example: "lean clay with sand, CL" or "silt with gravel, ML" (see Figs. 1a and 1b). If the percentage of sand is equal to the percentage of gravel, use "with sand."

14.10 If the soil is estimated to have 30 % or more sand or gravel, or both, the words "sandy" or "gravelly" shall be added to the group name. Add the word "sandy" if there appears to be more sand than gravel. Add the word "gravelly" if there appears to be more gravel than sand. For example: "sandy lean clay, CL", "gravelly fat clay, CH", or "sandy silt, ML" (see Figs. 1a and 1b). If the percentage of sand is equal to the percent of gravel, use "sandy."

15. Procedure for Identifying Coarse-Grained Soils (Contains less than 50 % fines)

15.1 The soil is a *gravel* if the percentage of gravel is estimated to be more than the percentage of sand.

TABLE 12 Identification of Inorganic Fine-Grained Soils from Manual Tests

Soil Symbol	Dry Strength	Dilatancy	Toughness
ML	None to low	Slow to rapid	Low or thread cannot be formed
CL	Medium to high	None to slow	Medium
MH	Low to medium	None to slow	Low to medium
CH	High to very high	None	High

15.2 The soil is a *sand* if the percentage of gravel is estimated to be equal to or less than the percentage of sand.

15.3 The soil is a *clean gravel* or *clean sand* if the percentage of fines is estimated to be 5 % or less.

15.3.1 Identify the soil as a *well-graded gravel*, GW, or as a *well-graded sand*, SW, if it has a wide range of particle sizes and substantial amounts of the intermediate particle sizes.

15.3.2 Identify the soil as a *poorly graded gravel*, GP, or as a *poorly graded sand*, SP, if it consists predominantly of one size (uniformly graded), or it has a wide range of sizes with some intermediate sizes obviously missing (gap or skip graded).

15.4 The soil is either a *gravel with fines* or a *sand with fines* if the percentage of fines is estimated to be 15 % or more.

15.4.1 Identify the soil as a *clayey gravel*, GC, or a *clayey sand*, SC, if the fines are clayey as determined by the procedures in Section 14.

15.4.2 Identify the soil as a *silty gravel*, GM, or a *silty sand*, SM, if the fines are silty as determined by the procedures in Section 14.

15.5 If the soil is estimated to contain 10 % fines, give the soil a dual identification using two group symbols.

15.5.1 The first group symbol shall correspond to a clean gravel or sand (GW, GP, SW, SP) and the second symbol shall correspond to a gravel or sand with fines (GC, GM, SC, SM).

15.5.2 The group name shall correspond to the first group symbol plus the words "with clay" or "with silt" to indicate the plasticity characteristics of the fines. For example: "well-graded gravel with clay, GW-GC" or "poorly graded sand with silt, SP-SM" (see Fig. 2).

15.6 If the specimen is predominantly sand or gravel but contains an estimated 15 % or more of the other coarse-grained constituent, the words "with gravel" or "with sand" shall be added to the group name. For example: "poorly graded gravel with sand, GP" or "clayey sand with gravel, SC" (see Fig. 2).

15.7 If the field sample contains any cobbles or boulders, or both, the words "with cobbles" or "with cobbles and boulders" shall be added to the group name. For example: "silty gravel with cobbles, GM."

16. Report

16.1 The report shall include the information as to origin, and the items indicated in Table 13.

NOTE 13—*Example: Clayey Gravel with Sand and Cobbles, GC*—About 50 % fine to coarse, subrounded to subangular gravel; about 30 % fine to coarse, subrounded sand; about 20 % fines with medium plasticity, high dry strength, no dilatancy, medium toughness; weak reaction with HCl; original field sample had about 5 % (by volume) subrounded cobbles, maximum dimension, 150 mm.

In-Place Conditions—Firm, homogeneous, dry, brown

Geologic Interpretation—Alluvial fan

NOTE 14—Other examples of soil descriptions and identific[ation are] given in Appendixes X1 and X2.

NOTE 15—If desired, the percentages of gravel, sand, and fines may be stated in terms indicating a range of percentages, as follows:

Trace—Particles are present but estimated to be less than 5 %

Few—5 to 10 %

Little—15 to 25 %

Some—30 to 45 %

Mostly—50 to 100 %

16.2 If, in the soil description, the soil is identified using a classification group symbol and name as described in Test Method D 2487, it must be distinctly and clearly stated in log forms, summary tables, reports, and the like, that the symbol and name are based on visual-manual procedures.

TABLE 13 Checklist for Description of Soils

1. Group name
2. Group symbol
3. Percent of cobbles or boulders, or both (by volume)
4. Percent of gravel, sand, or fines, or all three (by dry weight)
5. Particle-size range:
   Gravel—fine, coarse
   Sand—fine, medium, coarse
6. Particle angularity: angular, subangular, subrounded, rounded
7. Particle shape: (if appropriate) flat, elongated, flat and elongated
8. Maximum particle size or dimension
9. Hardness of coarse sand and larger particles
10. Plasticity of fines: nonplastic, low, medium, high
11. Dry strength: none, low, medium, high, very high
12. Dilatancy: none, slow, rapid
13. Toughness: low, medium, high
14. Color (in moist condition)
15. Odor (mention only if organic or unusual)
16. Moisture: dry, moist, wet
17. Reaction with HCl: none, weak, strong

For intact samples:

18. Consistency (fine-grained soils only): very soft, soft, firm, hard, very hard
19. Structure: stratified, laminated, fissured, slickensided, lensed, homogeneous
20. Cementation: weak, moderate, strong
21. Local name
22. Geologic interpretation
23. Additional comments: presence of roots or root holes, presence of mica, gypsum, etc., surface coatings on coarse-grained particles, caving or sloughing of auger hole or trench sides, difficulty in augering or excavating, etc.

17. Precision and Bias

17.1 This practice provides qualitative information only; therefore, a precision and bias statement is not applicable.

18. Keywords

18.1 classification; clay; gravel; organic soils; sand; silt; soil classification; soil description; visual classification

APPENDIXES

(Nonmandatory Information)

X1. EXAMPLES OF VISUAL SOIL DESCRIPTIONS

X1.1 The following examples show how the information required in 16.1 can be reported. The information that is included in descriptions should be based on individual circumstances and need.

X1.1.1 *Well-Graded Gravel with Sand (GW)*—About 75 % fine to coarse, hard, subangular gravel; about 25 % fine to coarse, hard, subangular sand; trace of fines; maximum size, 75 mm, brown, dry; no reaction with HCl.

X1.1.2 *Silty Sand with Gravel (SM)*—About 60 % predominantly fine sand; about 25 % silty fines with low plasticity, low dry strength, rapid dilatancy, and low toughness; about 15 % fine, hard, subrounded gravel, a few gravel-size particles fractured with hammer blow; maximum size, 25 mm; no reaction with HCl (Note—Field sample size smaller than recommended).

In-Place Conditions—Firm, stratified and contains lenses of silt 1 to 2 in. (25 to 50 mm) thick, moist, brown to gray; in-place density 106 lb/ft^3; in-place moisture 9 %.

X1.1.3 *Organic Soil (OL/OH)*—About 100 % fines with low plasticity, slow dilatancy, low dry strength, and low toughness; wet, dark brown, organic odor; weak reaction with HCl.

X1.1.4 *Silty Sand with Organic Fines (SM)*—About 75 % fine to coarse, hard, subangular reddish sand; about 25 % organic and silty dark brown nonplastic fines with no dry strength and slow dilatancy; wet; maximum size, coarse sand; weak reaction with HCl.

X1.1.5 *Poorly Graded Gravel with Silt, Sand, Cobbles and Boulders (GP-GM)*—About 75 % fine to coarse, hard, subrounded to subangular gravel; about 15 % fine, hard, subrounded to subangular sand; about 10 % silty nonplastic fines; moist, brown; no reaction with HCl; original field sample had about 5 % (by volume) hard, subrounded cobbles and a trace of hard, subrounded boulders, with a maximum dimension of 18 in. (450 mm).

X2. USING THE IDENTIFICATION PROCEDURE AS A DESCRIPTIVE SYSTEM FOR SHALE, CLAYSTONE, SHELLS, SLAG, CRUSHED ROCK, AND THE LIKE

X2.1 The identification procedure may be used as a descriptive system applied to materials that exist in-situ as shale, claystone, sandstone, siltstone, mudstone, etc., but convert to soils after field or laboratory processing (crushing, slaking, and the like).

X2.2 Materials such as shells, crushed rock, slag, and the like, should be identified as such. However, the procedures used in this practice for describing the particle size and plasticity characteristics may be used in the description of the material. If desired, an identification using a group name and symbol according to this practice may be assigned to aid in describing the material.

X2.3 The group symbol(s) and group names should be placed in quotation marks or noted with some type of distinguishing symbol. See examples.

X2.4 Examples of how group names and symbols can be incororated into a descriptive system for materials that are not naturally occurring soils are as follows:

X2.4.1 *Shale Chunks*—Retrieved as 2 to 4-in. (50 to 100-mm) pieces of shale from power auger hole, dry, brown, no reaction with HCl. After slaking in water for 24 h, material identified as "Sandy Lean Clay (CL)"; about 60 % fines with medium plasticity, high dry strength, no dilatancy, and medium toughness; about 35 % fine to medium, hard sand; about 5 % gravel-size pieces of shale.

X2.4.2 *Crushed Sandstone*—Product of commercial crushing operation; "Poorly Graded Sand with Silt (SP-SM)"; about 90 % fine to medium sand; about 10 % nonplastic fines; dry, reddish-brown, strong reaction with HCl.

X2.4.3 *Broken Shells*—About 60 % gravel-size broken shells; about 30 % sand and sand-size shell pieces; about 10 % fines; "Poorly Graded Gravel with Sand (GP)."

X2.4.4 *Crushed Rock*—Processed from gravel and cobbles in Pit No. 7; "Poorly Graded Gravel (GP)"; about 90 % fine, hard, angular gravel-size particles; about 10 % coarse, hard, angular sand-size particles; dry, tan; no reaction with HCl.

X3. SUGGESTED PROCEDURE FOR USING A BORDERLINE SYMBOL FOR SOILS WITH TWO POSSIBLE IDENTIFICATIONS.

X3.1 Since this practice is based on estimates of particle size distribution and plasticity characteristics, it may be difficult to clearly identify the soil as belonging to one category. To indicate that the soil may fall into one of two possible basic groups, a borderline symbol may be used with the two symbols separated by a slash. For example: SC/CL or CL/CH.

X3.1.1 A borderline symbol may be used when the percentage of fines is estimated to be between 45 and 55 %. One symbol should be for a coarse-grained soil with fines and the other for a fine-grained soil. For example: GM/ML or CL/SC.

X3.1.2 A borderline symbol may be used when the percentage of sand and the percentage of gravel are estimated to be about the same. For example: GP/SP, SC/GC, GM/SM. It is practically impossible to have a soil that would have a borderline symbol of GW/SW.

X3.1.3 A borderline symbol may be used when the soil could be either well graded or poorly graded. For example: GW/GP, SW/SP.

X3.1.4 A borderline symbol may be used when the soil could either be a silt or a clay. For example: CL/ML, CH/MH, SC/SM.

X3.1.5 A borderline symbol may be used when a fine-grained soil has properties that indicate that it is at t boundary between a soil of low compressibility ar oil high compressibility. For example: CL/CH, MH/ML.

X3.2 The order of the borderline symbols should refl similarity to surrounding or adjacent soils. For example: so in a borrow area have been identified as CH. One sample considered to have a borderline symbol of CL and CH. show similarity, the borderline symbol should be CH/CL.

X3.3 The group name for a soil with a borderline symb should be the group name for the first symbol, except for:

CL/CH lean to fat clay
ML/CL clayey silt
CL/ML silty clay

X3.4 The use of a borderline symbol should not be us indiscriminately. Every effort shall be made to first place tl soil into a single group.

X4. SUGGESTED PROCEDURES FOR ESTIMATING THE PERCENTAGES OF GRAVEL, SAND, AND FINES IN A SOIL SAMPLE

X4.1 *Jar Method*—The relative percentage of coarse- and fine-grained material may be estimated by thoroughly shaking a mixture of soil and water in a test tube or jar, and then allowing the mixture to settle. The coarse particles will fall to the bottom and successively finer particles will be deposited with increasing time; the sand sizes will fall out of suspension in 20 to 30 s. The relative proportions can be estimated from the relative volume of each size separate. This method should be correlated to particle-size laboratory determinations.

X4.2 *Visual Method*—Mentally visualize the gravel size particles placed in a sack (or other container) or sacks. Then, do the same with the sand size particles and the fines. Then, mentally compare the number of sacks to estimate the percentage of plus No. 4 sieve size and minus No. 4 sieve size present. The percentages of sand and fines in the minus sie size No. 4 material can then be estimated from the wash te (X4.3).

X4.3 *Wash Test (for relative percentages of sand a fines)*—Select and moisten enough minus No. 4 sieve si material to form a 1-in (25-mm) cube of soil. Cut the cube half, set one-half to the side, and place the other half in small dish. Wash and decant the fines out of the m l the dish until the wash water is clear and then compare t two samples and estimate the percentage of sand and fin Remember that the percentage is based on weight, n volume. However, the volume comparison will provide reasonable indication of grain size percentages.

X4.3.1 While washing, it may be necessary to break do lumps of fines with the finger to get the correct percentag

X5. ABBREVIATED SOIL CLASSIFICATION SYMBOLS

X5.1 In some cases, because of lack of space, an abbreviated system may be useful to indicate the soil classification symbol and name. Examples of such cases would be graphical logs, databases, tables, etc.

X5.2 This abbreviated system is not a substitute for the full name and descriptive information but can be used in supplementary presentations when the complete description is referenced.

X5.3 The abbreviated system should consist of the soil classification symbol based on this standard with appropriate lower case letter prefixes and suffixes as:

Prefix:	Suffix:
s = sandy	s = with sand
g = gravelly	g = with gravel
	c = with cobbles
	b = with boulders

X5.4 The soil classification symbol is to be enclosed parenthesis. Some examples would be:

Group Symbol and Full Name	Abbreviated
CL, Sandy lean clay	s(CL)
SP-SM, Poorly graded sand with silt and gravel	(SP-SM)g
GP, poorly graded gravel with sand, cobbles, and boulders	(GP)scb
ML, gravelly silt with sand and cobbles	g(ML)sc

X6. RATIONALE

Changes in this version from the previous version, D 2488 – 90, include the addition of X5 on Abbreviated Soil Classification Symbols.

APPENDIX D

TtNUS STANDARD OPERATING PROCEDURES

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1.0 PURPOSE

The purpose of this procedure is to describe the methods and equipment necessary to perform soil and rock borings and identify the equipment, sequence of events, and appropriate methods necessary to obtain soil, both surface and subsurface, and rock samples during field sampling activities.

2.0 SCOPE

This guideline addresses most of the accepted and standard drilling techniques, their benefits, and drawbacks. It should be used generally to determine what type of drilling techniques would be most successful depending on site-specific geologic conditions and the type of sampling required.

The sampling methods described within this procedure are applicable to collecting surface and subsurface soil samples, and obtaining rock core samples for lithologic and hydrogeologic evaluation, excavation/foundation design, remedial alternative design and related civil engineering purposes.

3.0 GLOSSARY

Rock Coring - A method in which a continuous solid cylindrical sample of rock or compact rock-like soil is obtained by the use of a double tube core barrel that is equipped with an appropriate diamond-studded drill bit which is advanced with a hydraulic rotary drilling machine.

Wire-Line Coring - As an alternative to conventional coring, this technique is valuable in deep hole drilling, since this method eliminates trips in and out of the hole with the coring equipment. With this technique, the core barrel becomes an integral part of the drill rod string. The drill rod serves as both a coring device and casing.

4.0 RESPONSIBILITIES

Project Manager - In consultation with the project geologist, the Project Manager is responsible for evaluating the drilling requirements for the site and specifying drilling techniques that will be successful given the study objectives and the known or suspected geologic conditions at the site. The Project Manager also determines the disposal methods for products generated by drilling, such as drill cuttings and well development water, as well as any specialized supplies or logistical support required for the drilling operations.

Field Operations Leader (FOL) - The FOL is responsible for the overall supervision and scheduling of drilling activities, and is strongly supported by the project geologist.

Project Geologist - The project geologist is responsible for ensuring that standard and approved drilling procedures are followed. The geologist will generate a detailed boring log for each test hole. This log shall include a description of materials, samples, method of sampling, blow counts, and other pertinent drilling and testing information that may be obtained during drilling (see SOPs SA-6.3 and GH-1.5). Often this position for inspecting the drilling operations may be filled by other geotechnical personnel, such as soils and foundation engineers, civil engineers, etc.

Determination of the exact location for borings is the responsibility of the site geologist. The final location for drilling must be properly documented on the boring log. The general area in which the borings are to be located will be shown on a site map included in the Work Plan and/or Sampling and Analysis Plan.

Drilling Subcontractor - Operates under the supervision of the FOL. Responsible for obtaining all drilling permits and clearances, and supplying all services (including labor), equipment and material required to perform the drilling, testing, and well installation program, as well as maintenance and quality control of such required equipment except as stated in signed and approved subcontracts.

The driller must report any major technical or analytical problems encountered in the field to the FOL within 24 hours of determination, and must provide advance written notification of any changes in field procedures, describing and justifying such changes. No such changes shall be made unless requested and authorized in writing by the FOL (with the concurrence of the Project Manager). Depending on the subcontract, the Project Manager may need to obtain written authorization from appropriate administrative personnel before approving any changes.

The drilling subcontractor is responsible for following decontamination procedures specified in the project plan documents. Upon completion of the work, the driller is responsible for demobilizing all equipment, cleaning up any materials deposited on site during drilling operations, and properly backfilling any open borings.

5.0 PROCEDURES

5.1 General

The purpose of drilling boreholes is:

- To determine the type, thickness, and certain physical and chemical properties of the soil, water and rock strata which underlie the site.
- To install monitoring wells or piezometers.

All drilling and sampling equipment will be cleaned between samples and borings using appropriate decontamination procedures as outlined in SOP SA-7.1. Unless otherwise specified, it is generally advisable to drill borings at "clean" locations first, and at the most contaminated locations last, to reduce the risk of spreading contamination between locations. All borings must be logged by the site geologist as they proceed (see SOPs SA-6.3 and GH-1.5). Situations where logging would not be required would include installation of multiple well points within a small area, or a "second attempt" boring adjacent to a boring that could not be continued through resistant material. In the latter case, the boring log can be resumed 5 feet above the depth at which the initial boring was abandoned, although the site geologist should still confirm that the stratigraphy at the redrilled location conforms essentially with that encountered at the original location. If significant differences are seen, each hole should be logged separately.

5.2 Drilling Methods

The selected drilling methods described below apply to drilling in subsurface materials, including, but not limited to, sand, gravel, clay, silt, cobbles, boulders, rock and man-made fill. Drilling methods should be selected after studying the site geology and terrain, the waste conditions at the site, and reviewing the purpose of drilling and the overall subsurface investigation program proposed for the site. The full range of different drilling methods applicable to the proposed program should be identified with final selection based on relative cost, availability, time constraints, and how well each method meets the sampling and testing requirements of the individual drilling program.

5.2.1 Continuous-Flight Hollow-Stem Auger Drilling

This method of drilling consists of rotating augers with a hollow stem into the ground. Cuttings are brought to the surface by the rotating action of the auger. This method is relatively quick and inexpensive. Advantages of this type of drilling include:

- Samples can be obtained without pulling the augers out of the hole. However, this is a poor method for obtaining grab samples from thin, discrete formations because of mixing of soils which occurs as the material is brought to the surface. Sampling of such formations requires the use of split-barrel or thin-wall tube samplers advanced through the hollow core of the auger.
- No drilling fluids are required.
- A well can be installed inside the auger stem and backfilled as the augers are withdrawn.

Disadvantages and limitations of this method of drilling include:

- Augering can only be done in unconsolidated materials.

- The inside diameter of hollow stem augers used for well installation should be at least 4 inches greater than the well casing. Use of such large-diameter hollow-stem augers is more expensive than the use of small-diameter augers in boreholes not used for well installation. Furthermore, the density of unconsolidated materials and depths become more of a limiting factor. More friction is produced with the larger diameter auger and subsequently greater torque is needed to advance the boring.

- The maximum effective depth for drilling is 150 feet or less, depending on site conditions and the size of augers used.

- In augering through clean sand formations below the water table, the sand will tend to flow into the hollow stem when the plug is removed for soil sampling or well installation. If the condition of "running" or "flowing" sands is persistent at a site, an alternative method of drilling is recommended, in particular for wells or boreholes deeper than 25 feet.

Hollow-stem auger drilling is the preferred method of drilling. Most alternative methods require the introduction of water or mud downhole (air rotary is the exception) to maintain the open borehole. With these other methods, great care must be taken to ensure that the method does not interfere with the collection of a representative sample (which may be the prime objective of the borehole construction). With this in mind, the preferred order of choice of drilling method after hollow-stem augering (HSA) is:

- Cable tool
- Casing drive (air)
- Air rotary
- Mud rotary
- Rotosonic
- Drive and wash
- Jetting

However, the use of any method will also depend on efficiency and cost-effectiveness. In many cases, mud rotary is the only feasible alternative to hollow-stem augering. Thus, mud rotary drilling is generally acceptable as a first substitute for HSA.

The procedures for sampling soils through holes drilled by hollow-stem auger shall conform with the applicable ASTM Standards: D1587-83 and D1586-84. The guidelines established in SOP SA-1.3 shall also be followed. The hollow-stem auger may be advanced by any power-operated drilling machine having sufficient torque and ram range to rotate and force the auger to the desired depth. The machine must, however, be equipped with the accessory equipment needed to perform required sampling, or rock coring.

The hollow-stem auger may be used without the plug when boring for geotechnical examination or for well installation. However, when drilling below the water table, specially designed plugs which allow passage of formation water but not solid material shall be used (see Reference 1 of this guideline). This drilling configuration method also prevents blow back and plugging of the auger when the plug is removed for sampling.

Alternately, it may be necessary to keep the hollow stem full of water, at least to the level of the water table, to prevent blowback and plugging of the auger. If water is added to the hole, it must be sampled and analyzed to determine if it is free from contaminants prior to use. In addition, the amount of water introduced, the amount recovered upon attainment of depth, and the amount of water extracted during well development must be carefully logged in order to ensure that a representative sample of the formation water can be obtained. Well development should occur as soon after well completion as practicable (see SOP GH-2.8 for well development procedures). If gravelly or hard material is encountered which prevents advancing the auger to the desired depth, augering should be halted and either driven casing or hydraulic rotary methods should be attempted. If the depth to the bedrock/soil interface and bedrock lithology must be determined, then a 5-foot confirmatory core run should be conducted (see Section 5.2.9).

At the option of the Field Operations Leader (in communication with the Project Manager), when resistant materials prevent the advancement of the auger, a new boring can be attempted. The original boring must be properly backfilled and the new boring started a short distance away at a location determined by the site geologist. If multiple water bearing strata were encountered, the original boring must be grouted. In some formations, it may be prudent to also grout borings which penetrate only the water table aquifer, since loose soil backfill in the boring may still provide a preferred pathway for surface liquids to reach the water table. Backfilling requirements may also be driven by state or local regulations.

5.2.2 Continuous-Flight Solid-Stem Auger Drilling

This drilling method is similar to hollow-stem augering. Practical application of this method is severely restricted compared to use of hollow-stem augers. Split-barrel (split-spoon) sampling cannot be performed without pulling the augers out, which may allow the hole to collapse. The continuous-flight solid-stem auger drilling method is therefore very time consuming and is not cost effective. Also, augers would have to be withdrawn before installing a monitoring well, which again, may allow the hole to collapse. Furthermore, geologic logging by examining the soils brought to the surface is unreliable, and depth to water may be difficult to determine while drilling.

There would be very few situations where use of a solid-stem auger would be preferable to other drilling methods. The only practical applications of this method would be to drill boreholes for well installation where no lithologic information is desired and the soils are such that the borehole can be expected to remain open after the augers are withdrawn. Alternatively, this technique can be used to find depth to bedrock in an area when no other information is required from drilling.

5.2.3 Rotary Drilling

Direct rotary drilling includes air-rotary and fluid-rotary drilling. For air or fluid-rotary drilling, the rotary drill may be advanced to the desired depth by any power-operated drilling machine having sufficient torque and ram range to rotate and force the bit to the desired depth. The drilling machine must, however, be equipped with any accessory equipment needed to perform required sampling, or coring. Prior to sampling, any settled drill cuttings in the borehole must be removed.

Air-rotary drilling is a method of drilling where the drill rig simultaneously turns and exerts a downward pressure on the drilling rods and bit while circulating compressed air down the inside of the drill rods, around the bit, and out the annulus of the borehole. Air circulation serves to both cool the bit and remove the cuttings from the borehole. Advantages of this method include:

- The drilling rate is high (even in rock).
- The cost per foot of drilling is relatively low.
- Air-rotary rigs are common in most areas.
- No drilling fluid is required (except when water is injected to keep down dust).
- The borehole diameter is large, to allow room for proper well installation procedures.

Disadvantages to using this method include:

- Formations must be logged from the cuttings that are blown to the surface and thus the depths of materials logged are approximate.
- Air blown into the formation during drilling may "bind" the formation and impede well development and natural groundwater flow.
- In-situ samples cannot be taken, unless the hole is cased.
- Casing must generally be used in unconsolidated materials.
- Air-rotary drill rigs are large and heavy.
- Large amounts of Investigation Derived Waste (IDW) may be generated which may require containerization, sampling, and off-site disposal.

A variation of the typical air-rotary drill bit is a down hole hammer which hammers the drill bit down as it drills. This makes drilling in hard rock faster. Air-rotary drills can also be adapted to use for rock coring although they are generally slower than other types of core drills. A major application of the air-rotary drilling method would be to drill holes in rock for well installation.

Fluid-Rotary drilling operates in a similar manner to air-rotary drilling except that a drilling fluid ("mud") or clean water is used in place of air to cool the drill bit and remove cuttings. There are a variety of fluids that can be used with this drilling method, including bentonite slurry and synthetic slurries. If a drilling fluid other than water/cuttings is used, it must be a natural clay (i.e., bentonite) and a "background" sample of the fluid should be taken for analysis of possible organic or inorganic contaminants.

Advantages to the fluid-rotary drilling method include:

- The ability to drill in many types of formations.
- Relatively quick and inexpensive.
- Split-barrel (split-spoon) or thin-wall (Shelby) tube samples can be obtained without removing drill rods if the appropriate size drill rods and bits (i.e., fish-tail or drag bit) are used.

- In some borings temporary casing may not be needed as the drilling fluids may keep the borehole open.

- Drill rigs are readily available in most areas.

Disadvantages to this method include:

- Formation logging is not as accurate as with hollow-stem auger method if split-barrel (split-spoon) samples are not taken (i.e., the depths of materials logged from cuttings delivered to the surface are approximate).

- Drilling fluids reduce permeability of the formation adjacent to the boring to some degree, and require more extensive well development than "dry" techniques (augering, air-rotary).

- No information on depth to water is obtainable while drilling.

- Fluids are needed for drilling, and there is some question about the effects of the drilling fluids on subsequent water samples obtained. For this reason as well, extensive well development may be required.

- In very porous materials (i.e., rubble fill, boulders, coarse gravel) drilling fluids may be continuously lost into the formation. This requires either constant replenishment of the drilling fluid, or the use of casing through this formation.

- Drill rigs are large and heavy, and must be supported with supplied water.

- Groundwater samples can be potentially diluted with drilling fluid.

The procedures for performing direct rotary soil investigations and sampling shall conform with the applicable ASTM standards: D2113-83, D1587-83, and D1586-84.

Soil samples shall be taken as specified by project plan documents, or more frequently, if requested by the project geologist. Any required sampling shall be performed by rotation, pressing, or driving in accordance with the standard or approved method governing use of the particular sampling tool.

When field conditions prevent the advancement of the hole to the desired depth, a new boring may be drilled at the request of the Field Operations Leader. The original boring shall be backfilled using methods and materials appropriate for the given site and a new boring started a short distance away at a location determined by the project geologist.

5.2.4 Rotosonic Drilling

The Rotosonic drilling method employs a high frequency vibrational and low speed rotational motion coupled with down pressure to advance the cutting edge of a drill string. This produces a uniform borehole while providing a continuous, undisturbed core sample of both unconsolidated and most bedrock formations. Rotosonic drilling advances a 4-inch diameter to 12-inch diameter core barrel for sampling and can advance up to a 12-inch diameter outer casing for the construction of standard and telescoped monitoring wells. During drilling, the core barrel is advanced ahead of the outer barrel in increments as determined by the site geologist and depending upon type of material, degree of subsurface contamination and sampling objectives.

The outer casing can be advanced at the same time as the inner drill string and core barrel, or advanced down over the inner drill rods and core barrel, or after the core barrel has moved ahead to collect the undisturbed sample and has been pulled out of the borehole. The outer casing can be advanced dry in most cases, or can be advanced with water or air depending upon the formations being drilled, the depth and diameter of the hole, or requirements of the project.

Advantages of this method include:

- Sampling and well installation are faster as compared to other drilling methods.
- Continuous sampling, with larger sample volume as compared to split-spoon sampling.
- The ability to drill through difficult formations such as cobbles or boulders, hard till and bedrock.
- Reduction of IDW by an average of 70 to 80 percent.
- Well installations are quick and controlled by elimination of potential bridging of annular materials during well installation, due to the ability to vibrate the outer casing during removal.

Disadvantages include:

- The cost for Rotosonic drilling as compared to other methods are generally higher. However, the net result can be a significant savings considering reduced IDW and shortened project duration.
- Rotosonic drill rigs are large and need ample room to drill, however, Rotosonic units can be placed on the ground or placed on an ATV.
- There are a limited number of Rotosonic drilling contractors at the present time.

5.2.5 Reverse Circulation Rotary Drilling

The common reverse-circulation rig is a water or mud-rotary rig with a large-diameter drill pipe which circulates the drilling water down the annulus and up the inside of the drill pipe (reverse flow direction from direct mud-rotary). This type of rig is used for the construction of large-capacity production water wells and is not suited for small, water quality sampling wells because of the use of drilling muds and the large-diameter hole which is created. A few special reverse-circulation rotary rigs are made with double-wall drill pipe. The drilling water or air is circulated down the annulus between the drill pipes and up inside the inner pipe.

Advantages of the latter method include:

- The formation water is not contaminated by the drilling water.
- Formation samples can be obtained, from known depths.
- When drilling with air, immediate information is available regarding the water-bearing properties of formations penetrated.
- Collapsing of the hole in unconsolidated formations is not as great a problem as when drilling with the normal air-rotary rig.

Disadvantages include:

- Double-wall, reverse-circulation drill rigs are rare and expensive to operate.
- Placing cement grout around the outside of the well casing above a well screen often is difficult, especially when the screen and casing are placed down through the inner drill pipe before the drill pipe is pulled out.

5.2.6 Drill-through Casing Driver

The driven-casing method consists of alternately driving casing (fitted with a sharp, hardened casing shoe) into the ground using a hammer lifted and dropped by the drill rig (or an air-hammer) and cleaning out the casing using a rotary chopping bit and air or water to flush out the materials. The casing is driven down in stages (usually 5 feet per stage); a continuous record is kept of the blows per foot in driving the casing (see SOP GH-1.5). The casing is normally advanced by a 300-pound hammer falling freely through a height of 30 inches. Simultaneous washing and driving of the casing is not recommended. If this procedure is used, the elevations within which wash water is used and in which the casing is driven must be clearly recorded.

The driven casing method is used in unconsolidated formations only. When the boring is to be used for later well installation, the driven casing used should be at least 4 inches larger in diameter than the well casing to be installed. Advantages to this method of drilling include:

- Split-barrel (split-spoon) sampling can be conducted while drilling.

- Well installation is easily accomplished.

- Drill rigs used are relatively small and mobile.

- The use of casing minimizes flow into the hole from upper water-bearing layers; therefore, multiple aquifers can be penetrated and sampled for rough field determinations of some water quality parameters.

Some of the disadvantages include:

- This method can only be used in unconsolidated formations.

- The method is slower than other methods (average drilling progress is 30 to 50 feet per day).

- Maximum depth of the borehole varies with the size of the drill rig and casing diameter used, and the nature of the formations drilled.

- The cost per hour or per foot of drilling may be substantially higher than other drilling methods.

- It is difficult and time consuming to pull back the casing if it has been driven very deep (deeper than 50 feet in many formations).

5.2.7 Cable Tool Drilling

A cable tool rig uses a heavy, solid-steel, chisel-type drill bit ("tool") suspended on a steel cable, which when raised and dropped, chisels or pounds a hole through the soils and rock. Drilling progress may be expedited by the use of "slip-jars" which serve as a cable-activated down hole percussion device to hammer the bit ahead.

When drilling through the unsaturated zone, some water must be added to the hole. The cuttings are suspended in the water and then bailed out periodically. Below the water table, after sufficient ground water enters the borehole to replace the water removed by bailing, no further water needs to be added. When soft caving formations are encountered, it is usually necessary to drive casing as the hole is advanced to prevent collapse of the hole. Often the drilling can be only a few feet below the bottom of the casing. Because the drill bit is lowered through the casing, the hole created by the bit is smaller than the casing. Therefore, the casing (with a sharp, hardened casing shoe on the bottom) must be driven into the hole (see Section 5.2.5 of this guideline).

Advantages of the cable-tool method include the following:

- Information regarding water-bearing zones is readily available during the drilling. Even relative permeabilities and rough water quality data from different zones penetrated can be obtained by skilled operators.

- The cable-tool rig can operate satisfactorily in all formations, but is best suited for caving, boulder, cobble or coarse gravel type formations (e.g., glacial till) or formations with large cavities above the water table (such as limestones).

- When casing is used, the casing seals formation water out of the hole, preventing down hole contamination and allowing sampling of deeper aquifers for field-measurable water quality parameters.

- Split-barrel (split-spoon) or thin-wall (Shelby) tube samples can be collected through the casing.

Disadvantages include:

- Drilling is slow compared with rotary rigs.

- The necessity of driving the casing in unconsolidated formations requires that the casing be pulled back if exposure of selected water-bearing zones is desired. This process complicates the well completion process and often increases costs. There is also a chance that the casing may become stuck in the hole.

- The relatively large diameters required (minimum of 4-inch casing) plus the cost of steel casing result in higher costs compared to rotary drilling methods where casing is not required (e.g., such use of a hollow-stem auger).

- Cable-tool rigs have largely been replaced by rotary rigs. In some parts of the U.S., availability may be difficult.

5.2.8 Jet Drilling (Washing)

Jet drilling, which should be used only for piezometer or vadose zone sampler installation, consists of pumping water or drilling mud down through a small diameter (1/2- to 2-inch) standard pipe (steel or PVC). The pipe may be fitted with a chisel bit or a special jetting screen. Formation materials dislodged by the bit and jetting action of the water are brought to the surface through the annulus around the pipe. As the pipe is jetted deeper, additional lengths of pipe may be added at the surface.

Jet percussion is a variation of the jetting method, in which the casing is driven with a drive weight. Normally, this method is used to place 2-inch-diameter casing in shallow, unconsolidated sand formations, but this method has also been used to install 3- to 4-inch-diameter casings to a depth of 200 feet.

Jetting is acceptable in very soft formations, usually for shallow sampling, and when introduction of drilling water to the formation is acceptable. Such conditions would occur during rough stratigraphic investigation or installation of piezometers for water level measurement. Advantages of this method include:

- Jetting is fast and inexpensive.
- Because of the small amount of equipment required, jetting can be accomplished in locations where access by a normal drilling rig would be very difficult. For example, it would be possible to jet down a well point in the center of a lagoon at a fraction of the cost of using a drill rig.
- Jetting numerous well points just into a shallow water table is an inexpensive method for determining the water table contours, hence flow direction.

Disadvantages include the following:

- A large amount of foreign water or drilling mud is introduced above and into the formation to be sampled.
- Jetting is usually done in very soft formations which are subject to caving. Because of this caving, it is often not possible to place a grout seal above the screen to assure that water in the well is only from the screened interval.
- The diameter of the casing is usually limited to 2 inches.
- Jetting is only possible in very soft formations that do not contain boulders or coarse gravel, and the depth limitation is shallow (about 30 feet without jet percussion equipment).
- Large quantities of water are often needed.

5.2.9 Drilling with a Hand Auger

This method is applicable wherever the formation, total depth of sampling, and the site and groundwater conditions are such as to allow hand auger drilling. Hand augering can also be considered at locations where drill rig access is not possible. All hand auger borings will be performed according to ASTM D1452-80.

Samples should be taken continuously unless otherwise specified by the project plan documents. Any required sampling is performed by rotation, pressing, or driving in accordance with the standard or approved method governing use of the particular sampling tool. Typical equipment used for sampling and advancing shallow "hand auger" holes are Iwan samplers (which are rotated) or post hole diggers (which are operated like tongs). These techniques are slow but effective where larger pieces of equipment do not have access, and where very shallow holes are desired (less than 15 feet). Surficial soils must be composed of relatively soft and non-cemented formations to allow penetration by the auger.

5.2.10 Rock Drilling and Coring

When soil borings cannot be continued using augers or rotary methods due to the hardness of the soil or when rock or large boulders are encountered, drilling and sampling can be performed using a diamond bit corer in accordance with ASTM D2113.

Drilling is done by rotating and applying downward pressure to the drill rods and drill bit. The drill bit is a circular, hollow, diamond-studded bit attached to the outer core barrel in a double-tube core barrel. The use of single-tube core barrels is not recommended, as the rotation of the barrel erodes the sample and limits its use for detailed geological evaluation. Water or air is circulated down through the drill rods and annular space between the core barrel tubes to cool the bit and remove the cuttings. The bit cuts a core out of the rock which rises into an inner barrel mounted inside the outer barrel. The inner core barrel and rock core are removed by lowering a wire line with a coupling into the drill rods, latching onto the inner barrel and withdrawing the inner barrel. A less efficient variation of this method utilizes a core barrel that cannot be removed without pulling all of the drill rods. This variation is practical only if less than 50 feet of core is required.

Core borings are made through the casing used for the soil borings. The casing must be driven and sealed into the rock formation to prevent seepage from the overburden into the hole to be cored (see Section 5.3 of this guideline). A double-tube core barrel with a diamond bit and reaming shell or equivalent should be used to recover rock cores of a size specified in the project plans. The most common core barrel diameters are listed in Attachment A.

Soft or decomposed rock should be sampled with a driven split-barrel whenever possible or cored with a Denison or Pitcher sampler.

When coring rock, including shale and claystone, the speed of the drill and the drilling pressure, amount and pressure of water, and length of run can be varied to give the maximum recovery from the rock being drilled. Should any rock formation be so soft or broken that the pieces continually fall into the hole causing unsatisfactory coring, the hole should be reamed and a flush-joint casing installed to a point below the broken formation. The size of the flush-joint casing must permit securing the core size specified. When soft or broken rock is anticipated, the length of core runs should be reduced to less than 5 feet to avoid core loss and minimize core disturbance.

Advantages of core drilling include:

- Undisturbed rock cores can be recovered for examination and/or testing.
- In formations in which the cored hole will remain open without casing, water from the rock fractures may be recovered from the well without the installation of a well screen and gravel pack.
- Formation logging is extremely accurate.
- Drill rigs are relatively small and mobile.

Disadvantages include:

- Water or air is needed for drilling.
- Coring is slower than rotary drilling (and more expensive).
- Depth to water cannot accurately be determined if water is used for drilling.
- The size of the borehole is limited.

This drilling method is useful if accurate determinations of rock lithology are desired or if open wells are to be installed into bedrock. To install larger diameter wells in coreholes, the hole must be reamed out to the proper size after boring, using air or mud rotary drilling methods.

5.2.11 Drilling & Support Vehicles

In addition to the drilling method required to accomplish the objectives of the field program, the type of vehicle carrying the drill rig and/or support equipment and its suitability for the site terrain, will often be an additional deciding factor in planning the drilling program. The types of vehicles available are extensive, and depend upon the particular drilling subcontractor's fleet. Most large drilling subcontractors will have a wide variety of vehicle and drill types suited for most drilling assignments in their particular region, while smaller drilling subcontractors will usually have a fleet of much more limited diversity. The weight, size, and means of locomotion (tires, tracks, etc.) of the drill rig must be selected to be compatible with the site terrain to assure adequate mobility between borehole locations. Such considerations also apply to necessary support vehicles used to transport water and/or drilling materials to the drill rigs at the borehole locations. When the drill rigs or support vehicles do not have adequate mobility to easily traverse the site, provisions must be made for assisting equipment, such as bulldozers, winches, timber planking, etc., to maintain adequate progress during the drilling program.

Some of the typical vehicles which are usually available for drill rigs and support equipment are:

- Totally portable drilling/sampling equipment, where all necessary components (tripods, samplers, hammers, catheads, etc.) may be hand carried to the borehole site. Drilling/sampling methods used with such equipment include:

    - Hand augers and lightweight motorized augers.
    - Retractable plug samplers--driven by hand (hammer).
    - Motorized cathead - a lightweight aluminum tripod with a small gas-engine cathead mounted on one leg, used to install small-diameter cased borings. This rig is sometimes called a "monkey on a stick."

- Skid-mounted drilling equipment containing a rotary drill or engine-driven cathead (to lift hammers and drill string), a pump, and a dismounted tripod. The skid is pushed, dragged, or winched (using the cathead drum) between boring locations.

- Small truck-mounted drilling equipment using a Jeep, stake body or other light truck (4 to 6 wheels), upon which are mounted the drill and/or a cathead, a pump, and a tripod or small drilling derrick. On some rigs, the drill and/or a cathead are driven by a power take-off from the truck, instead of by a separate engine.

- Track-mounted drilling equipment is similar to truck-mounted rigs, except that the vehicle used has wide bulldozer tracks for traversing soft ground. Sometimes a continuous-track "all terrain vehicle" is also modified for this purpose. Some types of tracked drill rigs are called "bombardier" or "weasel" rigs.

- Heavy truck-mounted drilling equipment is mounted on tandem or dual tandem trucks to transport the drill, derrick, winches, and pumps or compressors. The drill may be provided with a separate engine or may use a power take-off from the truck engine. Large augers, hydraulic rotary and reverse circulation rotary drilling equipment are usually mounted on such heavy duty trucks. For soft-ground sites, the drilling equipment is sometimes mounted on vehicles having low pressure, very wide diameter tires and capable of floating; these vehicles are called "swamp buggy" rigs.

- Marine drilling equipment is mounted on various floating equipment for drilling borings in lakes, estuaries and other bodies of water. The floating equipment varies, and is often manufactured or customized by the drilling subcontractor to suit specific drilling requirements. Typically, the range of flotation vehicles include:

  - Barrel-float rigs - a drill rig mounted on a timber platform buoyed by empty 55-gallon drums or similar flotation units.

  - Barge-mounted drill rigs.

  - Jack-up platforms - drilling equipment mounted on a floating platform having retractable legs to support the unit on the sea or lake bed when the platform is jacked up out of the water.

  - Drill ships - for deep ocean drilling.

In addition to the mobility for the drilling equipment, similar consideration must be given for equipment to support the drilling operations. Such vehicles or floating equipment are needed to transport drill water, drilling supplies and equipment, samples, drilling personnel, etc. to and/or from various boring locations.

5.2.12 Equipment Sizes

In planning subsurface exploration programs, care must be taken in specifying the various drilling components, so that they will fit properly in the boring or well.

For drilling open boreholes using rotary drilling equipment, tri-cone drill bits are employed with air, water or drilling mud to remove cuttings and cool the bit. Tri-cone bits are slightly smaller than the holes they drill (i.e., 5-7/8-inch or 7-7/8-inch bits will nominally drill 6-inch and 8-inch holes, respectively).

For obtaining split-barrel samples of a formation, samplers are commonly manufactured in sizes ranging from 2 inches to 3-1/2 inches in outside diameter. However, the most commonly used size is the 2-inch O.D., 1-3/8-inch I.D. split-barrel sampler. When this sampler is used and driven by a 140-pound (± 2-pound) hammer dropping 30 inches (± 1 inch), the procedure is called a Standard Penetration Test, and the blows per foot required to advance the sampler into the formation can be correlated to the formation's density or strength.

In planning the drilling of boreholes using hollow-stem augers or casing, in which thin-wall tube samples or diamond core drilling will be performed, refer to the various sizes and clearances provided in Attachment A of this guideline. Sizes selected must be stated in the project plan documents.

5.2.13 Estimated Drilling Progress

To estimate the anticipated rates of drilling progress for a site, the following must be considered:

- The speed of the drilling method employed.

- Applicable site conditions (e.g., terrain, mobility between borings, difficult drilling conditions in bouldery soils, rubble fill or broken rock, etc.).

- Project-imposed restrictions (e.g., drilling while wearing personal protective equipment, decontamination of drilling equipment, etc.).

Based on recent experience in drilling average soil conditions (no boulders) and taking samples at 5-foot intervals, for moderate depth (30 feet to 50 feet) boreholes (not including installation or development of wells), the following daily rates of total drilling progress may be anticipated for the following drilling methods:

Drilling Method	Average Daily Progress (linear feet)
Hollow-stem augers	75'
Solid-stem augers	50'
Mud-Rotary Drilling	100' (cuttings samples)
Rotosonic Drilling	100'-160' (continuous core)
Reverse-Circulation Rotary	100' (cuttings samples)
Skid-Rig with driven casing	30'
Rotary with driven casing	50'
Cable Tool	30'
Hand Auger	Varies
Continuous Rock Coring	50'

5.3 Prevention of Cross-Contamination

A telescoping or multiple casing technique minimizes the potential for the migration of contaminated groundwater to lower strata below a confining layer. The telescoping technique consists of drilling to a confining layer utilizing a spun casing method with a diamond cutting or augering shoe (a method similar to the rock coring method described in Section 5.2.10, except that larger casing is used) or by using a driven-casing method (see Section 5.2.6 of this guideline) and installing a specified diameter steel well casing. The operation consists of three separate steps. Initially, a drilling casing (usually of 8-inch diameter) is installed followed by installation of the well casing (6-inch-diameter is common for 2-inch wells). This well casing is driven into the confining layer to ensure a tight seal at the bottom of the hole. The well casing is sealed at the bottom with a bentonite-cement slurry. The remaining depth of the boring is drilled utilizing a narrower diameter spun or driven casing technique within the outer well casing. A smaller diameter well casing with an appropriate length of slotted screen on the lower end, is installed to the surface.

Clean sand is placed in the annulus around and to a point of about 2 feet above the screen prior to withdrawal of the drilling casing. The annular space above the screen and to a point 2 feet above the bottom of the outer well casing is sealed with a tremied cement-bentonite slurry which is pressure-grouted or displacement-grouted into the hole. The remaining casing annulus is backfilled with clean material and grouted at the surface, or it is grouted all the way to the surface.

5.4 Cleanout of Casing Prior to Sampling

The boring hole must be completely cleaned of disturbed soil, segregated coarse material and clay adhering to the inside walls of the casing. The cleaning must extend to the bottom edge of the casing and, if possible, a short distance further (1 or 2 inches) to bypass disturbed soil resulting from the advancement of the casing. Loss of wash water during cleaning should be recorded.

For disturbed samples both above and below the water table and where introduction of relatively large volumes of wash water is permissible, the cleaning operation is usually performed by washing the material out of the casing with water; however, the cleaning should never be accomplished with a strong, downward-directed jet which will disturb the underlying soil. When clean out has reached the bottom of the casing or slightly below (as specified above), the string of tools should be lifted one foot off the bottom with the water still flowing, until the wash water coming out of the casing is clear of granular soil particles. In formations where the cuttings contain gravel and other larger particles, it is often useful to repeatedly raise and lower the drill rods and wash bit while washing out the hole, to surge these large particles upward out of the hole. As a time saver, the drilling contractor may be permitted to use a split-barrel (split-spoon) sampler with the ball check valve removed as the clean-out tool, provided the material below the spoon is not disturbed and the shoe of the spoon is not damaged. However, because the ball check valve has been removed, in some formations it may be necessary to install a flap valve or spring sample retainer in the split-spoon bit, to prevent the sample from falling out as the sampler is withdrawn from the hole. The use of jet-type chopping bits is discouraged except where large boulders and cobbles or hard-cemented soils are encountered. If water markedly softens the soils above the water table, clean out should be performed dry with an auger.

For undisturbed samples below the water table, or where wash water must be minimized, clean out is usually accomplished with an appropriate diameter clean out auger. This auger has cutting blades at the bottom to carry loose material up into the auger, and up-turned water jets just above the cutting blades to carry the removed soil to the surface. In this manner, there is a minimum of disturbance at the top of the material to be sampled. If any gravel material washes down into the casing and cannot be removed by the clean out auger, a split-barrel sample can be taken to remove it; bailers and sandpumps should not be used. For undisturbed samples above the groundwater table, all operations must be performed in a dry manner.

If all of the cuttings created by drilling through the overlying formations are not cleaned from the borehole prior to sampling, some of the problems which may be encountered during sampling include:

- When sampling is attempted through the cuttings remaining in the borehole, all or part of the sampler may become filled with the cuttings. This limits the amount of sample from the underlying formation which can enter and be retained in the sampler, and also raises questions as to the validity of the sample.

- If the cuttings remaining in the borehole contain coarse gravel and/or other large particles, these may block the bit of the sampler and prevent any materials from the underlying formation from entering the sampler when the sampler is advanced.

- In cased borings, should sampling be attempted through cuttings which remain in the lower portion of the casing, these cuttings could cause the sampler to become bound into the casing, such that it becomes very difficult to either advance or retract the sampler.

- When sampler blow counts are used to estimate the density or strength of the formation being sampled, the presence of cuttings in the borehole will usually give erroneously high sample blow counts.

To confirm that all cuttings have been removed from the borehole prior to attempting sampling, it is important that the site geologist measure the "stickup" of the drill string. This is accomplished by measuring the assembled length of all drill rods and bits or samplers (the drill string) as they are lowered to the bottom of the hole, below some convenient reference point of the drill string, then measuring the height of this reference point above the ground surface. The difference of these measurements is the depth of the drill string (lower end of the bit or sampler) below the ground surface, which must then be compared with the depth of sampling required (installed depth of casing or depth of borehole drilled). If the length of drill string below grade is more than the drilled or casing depth, the borehole has been cleaned too deeply, and this deeper depth of sampling must be recorded on the log. If the length of drill string below grade is less than the drilled or casing depth, the difference represents the thickness of cuttings which remain in the borehole. In most cases, an inch or two of cuttings may be left in the borehole with little or no problem. However, if more than a few inches of cuttings are encountered, the borehole must be recleaned prior to attempting sampling.

5.5 Materials of Construction

The effects of monitoring well construction materials on specific chemical analytical parameters are described and/or referenced in SOP GH-2.8. However, there are several materials used during drilling, particularly drilling fluids and lubricants, which must be used with care to avoid compromising the representativeness of soil and ground water samples.

The use of synthetic or organic polymer slurries is not permitted at any location where soil samples for chemical analysis are to be collected. These slurry materials could be used for installation of long-term monitoring wells, but the early time data in time series collection of ground water data may then be suspect. If synthetic or organic polymer muds are proposed for use at a given site, a complete written justification including methods and procedures for their use must be provided by the site geologist and approved by the Project Manager. The specific slurry composition and the concentration of suspected contaminants for each site must be known.

For many drilling operations, potable water is an adequate lubricant for drill stem and drilling tool connections. However, there are instances, such as drilling in tight clayey formations or in loose gravels, when threaded couplings must be lubricated to avoid binding. In these instances, to be determined in the field by the judgment of the site geologist and noted in the site logbook, and only after approval by the Project Manager, a vegetable oil or silicone-based lubricant should be used. Petroleum based greases, etc. will not be permitted. Samples of lubricants used must be provided and analyzed for chemical parameters appropriate to the given site.

5.6 Subsurface Soil Samples

Subsurface soil samples are used to characterize subsurface stratigraphy. This characterization can indicate the potential for migration of chemical contaminants in the subsurface. In addition, definition of the actual migration of contaminants can be obtained through chemical analysis of the soil samples. Where the remedial activities may include in-situ treatment or excavation and removal of the contaminated soil, the depth and areal extent of contamination must be known as accurately as possible.

Engineering and physical properties of soil may also be of interest should site construction activities be planned. Soil types, grain size distribution, shear strength, compressibility, permeability, plasticity, unit weight, and moisture content are some of the physical characteristics that may be determined for soil samples.

Penetration tests are also described in this procedure. The tests can be used to estimate various physical and engineering parameters such as relative density, unconfined compressive strength, and consolidation characteristics of soils.

Surface protocols for various soil sampling techniques are discussed in SOP SA-1.3. Continuous-core soil sampling and rock coring are discussed below. The procedures described here are representative of a larger number of possible drilling and sampling techniques. The choice of techniques is based on a large number of variables such as cost, local geology, etc. The final choice of methods must be made with the assistance of drilling subcontractors familiar with the local geologic conditions. Alternative techniques must be based upon the underlying principles of quality assurance implicit in the following procedures.

The CME continuous sample tube system provides a method of sampling soil continuously during hollow-stem augering. The 5-foot sample barrel fits within the lead auger of a hollow-auger column. The sampling system can be used with a wide range of I.D. hollow-stem augers (from 3-1/4-inch to 8-1/4-inch I.D.). This method has been used to sample many different materials such as glacial drift, hard clays and shales, mine tailings, etc. This method is particularly used when SPT samples are not required and a large volume of material is needed. Also, this method is useful when a visual description of the subsurface lithology is required. Rotosonic drilling methods also provide a continuous soil sample.

5.7 Rock Sampling (Coring) (ASTM D2113-83)

Rock coring enables a detailed assessment of borehole conditions to be made, showing precisely all lithologic changes and characteristics. Because coring is an expensive drilling method, it is commonly used for shallow studies of 500 feet or less, or for specific intervals in the drill hole that require detailed logging and/or analyzing. Rock coring can, however, proceed for thousands of feet continuously, depending on the size of the drill rig, and yields better quality data than air-rotary drilling, although at a substantially reduced drilling rate. Rate of drilling varies widely, depending on the characteristics of lithologies encountered, drilling methods, depth of drilling, and condition of drilling equipment. Average output in a 10-hour day ranges from 40 to over 200 feet. Down hole geophysical logging or television camera monitoring is sometimes used to complement the data generated by coring.

Borehole diameter can be drilled to various sizes, depending on the information needed. Standard sizes of core barrels (showing core diameter) and casing are shown in Figure 1.

Core drilling is used when formations are too hard to be sampled by soil sampling methods and a continuous solid sample is desired. Usually, soil samples are used for overburden, and coring begins in sound bedrock. Casing is set into bedrock before coring begins to prevent loose material from entering the borehole, to prevent loss of drilling fluid, and to prevent cross-contamination of aquifers.

Drilling through bedrock is initiated by using a diamond-tipped core bit threaded to a drill rod (outer core barrel) with a rate of drilling determined by the downward pressure, rotation speed of drill rods, drilling fluid pressure in the borehole, and the characteristics of the rock (mineralogy, cementation, weathering).

FIGURE 1

STANDARD SIZES OF CORE BARRELS AND CASING

Coring Bit Size	Nominal*		Set Size*	
	O.D.	I.D.	O.D.	I.D.
RWT	1 5/32	3/4	1.160	0.735
EWT	1 1/2	29/32	1.470	0.905
EX, EXL, EWG, EWM	1 1/2	13/16	1.470	0.845
AWT	1 7/8	1 9/32	1.875	1.281
AX, AXL, AWG, AWM	1 7/8	1 3/16	1.875	1.185
BWT	2 3/8	1 3/4	2.345	1.750
BX, BXL, BWG, BWM	2 3/8	1 5/8	2.345	1.655
NWT	3	2 5/16	2.965	2.313
NX, NXL, NWG, NWM	3	2 1/8	2.965	2.155
HWT	3 29/32	3 3/16	3.889	3.187
HWG	3 29/32	3	3.889	3.000
2 3/4 x 3 7/8	3 7/8	2 3/4	3.840	2.690
4 x 5 1/2	5 1/2	4	5.435	3.970
6 x 7 3/4	7 3/4	6	7.655	5.970
AX Wire line __|__/	1 7/8	1	1.875	1.000
BX Wire line __|__/	2 3/8	1 7/16	2.345	1.437
NX Wire line __|__/	3	1 15/16	2.965	1.937

* All dimensions are in inches; to convert to millimeters, multiply by 25.4.

__|__/ Wire line dimensions and designations may vary according to manufacturer.

FIGURE 1
STANDARD SIZES OF CORE BARRELS AND CASING
PAGE TWO

Size Designations			Casing Coupling					Approximate Core Diameter	
Casing; Casing coupling; Casing bits; Core barrel bits	Rod; rod couplings	Casing O.D., Inches	O.D., Inches	I.D., Inches	Casing bit O.D., Inches	Core barrel bit O.D., Inches*	Drill rod O.D., Inches	Normal, Inches	Thinwall, Inches
RX	RW	1.437	1.437	1.188	1.485	1.160	1.094	—	0.735
EX	E	1.812	1.812	1.500	1.875	1.470	1.313	0.845	0.905
AX	A	2.250	2.250	1.906	2.345	1.875	1.625	1.185	1.281
BX	B	2.875	2.875	2.375	2.965	2.345	1.906	1.655	1.750
NX	N	3.500	3.500	3.000	3.615	2.965	2.375	2.155	2.313
HX	HW	4.500	4.500	3.938	4.625	3.890	3.500	3.000	3.187
RW	RW	1.437	Flush Joint	No Coupling	1.485	1.160	1.094	—	0.735
EW	EW	1.812			1.875	1.470	1.375	0.845	0.905
AW	AW	2.250			2.345	1.875	1.750	1.185	1.281
BW	BW	2.875			2.965	2.345	2.125	1.655	1.750
NW	NW	3.500			3.615	2.965	2.625	2.155	2.313
HW	HW	4.500			4.625	3.890	3.500	3.000	3.187
PW	—	5.500			5.650	—	—	—	—
SW	—	6.625			6.790	—	—	—	—
UW	—	7.625			7.800	—	—	—	—
ZW	—	8.625			8.810	—	—	—	—
—	AX _|_\	—	—	—	—	1.875	1.750	1.000	—
—	BX _|_\	—	—	—	—	2.345	2.250	1.437	—
—	NX _|_\	—	—	—	—	2.965	2.813	1.937	—

* All dimensions are in inches; to convert to millimeters, multiply by 25.4.

___|___/ Wire line dimensions and designations may vary according to manufacturer.

NOMINAL DIMENSIONS FOR DRILL CASINGS AND ACCESSORIES. (DIAMOND CORE DRILL MANUFACTURERS ASSOCIATION). 288-D-2889

5.7.1 Diamond Core Drilling

A penetration of typically less than 6 inches per 50 blows using a 140-lb. hammer dropping 30 inches with a 2-inch split-barrel sampler shall be considered an indication that soil sampling methods may not be applicable and that coring may be necessary to obtain samples.

When formations are encountered that are too hard to be sampled by soil sampling methods, the following diamond core drilling procedure may be used:

- Firmly seat a casing into the bedrock or the hard material to prevent loose materials from entering the hole and to prevent the loss of drilling fluid return. Level the surface of the rock or hard material when necessary by the use of a fishtail or other bits. If the drill hole can be retained open without the casing and if cross-contamination of aquifers in the unconsolidated materials is unlikely, leveling may be omitted.

- Begin the core drilling using a double-tube swivel-core barrel of the desired size. After drilling no more than 10 feet (3 m), remove the core barrel from the hole and take out the core. If the core blocks the flow of the drilling fluid during drilling, remove the core barrel immediately. In soft materials, a large starting size may be specified for the coring tools; where local experience indicates satisfactory core recovery or where hard, sound materials are anticipated, a smaller size or the single-tube type may be specified and longer runs may be drilled. NX/NW size coring equipment is the most commonly used size.

- When soft materials are encountered that produce less than 50 percent recovery, stop the core drilling. If soil samples are desired, secure such samples in accordance with the procedures described in ASTM Method D 1586 (Split-barrel Sampling) or in Method D 1587 (Thin-Walled Tube Sampling); sample soils per SOP SA-1.3. Resume diamond core drilling when refusal materials are again encountered.

- Since rock structures and the occurrence of seams, fissures, cavities, and broken areas are among the most important items to be detected and described, take special care to obtain and record these features. If such broken zones or cavities prevent further advance of the boring, one of the following three steps shall be taken: (1) cement the hole; (2) ream and case; or (3) case and advance with the next smaller size core barrel, as conditions warrant.

- In soft, seamy, or otherwise unsound rock, where core recovery may be difficult, M-design core barrels may be used. In hard, sound rock where a high percentage of core recovery is anticipated, the single-tube core barrel may be employed.

5.7.2 Rock Sample Preparation and Documentation

Once the rock coring has been completed and the core recovered, the rock core shall be carefully removed from the barrel, placed in a core tray (previously labeled "top" and "bottom" to avoid confusion), classified, and measured for percentage of recovery as well as the rock quality designation (RQD). Each core shall be described, classified, and logged using a uniform system as presented in SOP GH-1.5. If moisture content will be determined or if it is desirable to prevent drying (e.g., to prevent shrinkage of clay formations) or oxidation of the core, the core shall be wrapped in plastic sleeves immediately after logging. Each plastic sleeve shall be labeled with indelible ink. The boring number, run number, and the footage represented in each sleeve shall be included, as well as designating the top and bottom of the core run.

After sampling, rock cores shall be placed in the sequence of recovery in well-constructed wooden boxes provided by the drilling contractor. Rock cores from two different borings shall not be placed in the same core box unless accepted by the Project Geologist. The core boxes shall be constructed to accommodate at least 20 linear feet of core in rows of approximately 5 feet each and shall be constructed with hinged tops secured with screws, and a latch (usually a hook and eye) to keep the top securely fastened down. Wood partitions shall be placed at the end of each core run and between rows.

The depth from the surface of the boring to the top and bottom of the drill run and run number shall be marked on the wooden partitions with indelible ink. A wooden partition (wooden block) shall be placed at the end of each run with the depth of the bottom of the run written on the block. These blocks will serve to separate successive core runs and indicate depth intervals for each run. The order of placing cores shall be the same in all core boxes. Rock core shall be placed in the box so that, when the box is open, with the inside of the lid facing the observer, the top of the cored interval contained within the box is in the upper left corner of the box, and the bottom of the cored interval is in the lower right corner of the box. The top and bottom of each core obtained and its true depth shall be clearly and permanently marked on each box. The width of each row must be compatible with the core diameter to prevent lateral movement of the core in the box. Similarly, an empty space in a row shall be filled with an appropriate filler material or spacers to prevent longitudinal movement of the core in the box.

The inside and outside of the core-box lid shall be marked by indelible ink to show all pertinent data on the box's contents. At a minimum, the following information shall be included:

- Project name.
- Project number.
- Boring number.
- Run numbers.
- Footage (depths).
- Recovery.
- RQD (%).
- Box number and total number of boxes for that boring (Example: Box 5 of 7).

For easy retrieval when core boxes are stacked, the sides and ends of the box shall also be labeled and include project number, boring number, top and bottom depths of core and box number.

Prior to final closing of the core box, a photograph of the recovered core and the labeling on the inside cover shall be taken. If moisture content is not critical, the core shall be wetted and wiped clean for the photograph. (This will help to show true colors and bedding features in the cores).

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ATTACHMENT A

DRILLING EQUIPMENT SIZES

Drilling Component	Designation or Hole Size (Inches)	O.D. (Inches)	I.D. (Inches)	Coupling I.D. (Inches)
Hollow-stem augers (Ref. 7)	6 1/4	5	2 1/4	
	6 3/4	5 3/4	2 3/4	—
	7 1/4	6 1/4	3 1/4	—
	13 1/4	12	6	—
Thin Wall Tube Samplers (Ref. 7)	—	2	1 7/8	—
	—	2 1/2	2 3/8	—
	—	3	2 7/8	—
	—	3 1/2	3 3/8	—
	—	4 1/2	4 3/8	—
	—	5	4 3/4	—
Drill Rods (Ref. 7)	RW	1 3/32	23/32	13/32
	EW	1 3/8	15/16	7/16
	AW	1 3/4	1 1/4	5/8
	BW	2 1/8	1 3/4	3/4
	NW	2 5/8	2 1/4	1 3/8
	HW	3 1/2	3 1/16	2 3/8
	E	1 5/16	7/8	7/16
	A	1 5/8	1 1/8	9/16
	B	1 7/8	1 1/4	5/8
	N	2 3/8	2	1
				Wall Thickness (Inches)
Driven External Coupled Extra Strong Steel* Casing (Ref. 8)	2 1/2	2.875	2.323	0.276
	3	3.5	2.9	0.300
	3 1/2	4.0	3.364	0.318
	4	4.5	3.826	0.337
	5	5.63	4.813	0.375
	6	6.625	5.761	0.432
	8	8.625	7.625	0.500
	10	10.750	9.750	0.500
	12	12.750	11.750	0.500

* Add twice the casing wall thickness to casing O.D. to obtain the approximate O.D. of the external pipe couplings.

ATTACHMENT A
DRILLING EQUIPMENT SIZES
PAGE TWO

Drilling Component	Designation or Hole Size (Inches)	O.D. (Inches)	I.D. (Inches)	Coupling I.D. (Inches)
Flush Coupled Casing (Ref. 7)	RX	1 7/16	1 3/16	1 3/16
	EX	1 13/16	1 5/8	1 1/2
	AX	2 1/4	2	1 29/32
	BX	2 7/8	2 9/16	2 3/8
	NX	3 1/2	3 3/16	3
	HX	4 1/2	4 1/8	3 15/16
Flush Joint Casing (Ref. 7)	RW	1 7/16	1 3/16	
	EW	1 13/16	1 1/2	
	AW	2 1/4	1 29/32	
	BW	2 7/8	2 3/8	
	NW	3 1/2	3	
	HW	4 1/2	4	
	PW	5 1/2	5	
	SW	6 5/8	6	
	UW	7 5/8	7	
	ZW	8 5/8	8	
Diamond Core Barrels (Ref. 7)	EWM	1 1/2	7/8**	
	AWM	1 7/8	1 1/8**	
	BWM	2 3/8	1 5/8**	
	NWM	3	2 1/8	
	HWG	3 7/8	3	
	2 3/4 x 3 7/8	3 7/8	2 11/16	
	4 x 5 1/2	5 1/2	3 15/16	
	6 x 7 3/4	7 3/4	5 15/16	
	AQ (wireline)	1 57/64	1 1/16**	
	BQ (wireline)	2 23/64	1 7/16**	
	NQ (wireline)	2 63/64	1 7/8	
	HQ (wireline)	3 25/32	2 1/2	

** Because of the fragile nature of the core and the difficulty to identify rock details, use of small-diameter core (1 3/8") is not recommended.

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1.0 PURPOSE

The purpose of this document is to establish standard procedures and technical guidance on borehole and sample logging.

2.0 SCOPE

These procedures provide descriptions of the standard techniques for borehole and sample logging. These techniques shall be used for each boring logged to provide consistent descriptions of subsurface lithology. While experience is the only method to develop confidence and accuracy in the description of soil and rock, the field geologist/engineer can do a good job of classification by careful, thoughtful observation and by being consistent throughout the classification procedure.

3.0 GLOSSARY

None.

4.0 RESPONSIBILITIES

Site Geologist. Responsible for supervising all boring activities and assuring that each borehole is completely logged. If more than one rig is being used on site, the Site Geologist must make sure that each field geologist is properly trained in logging procedures. A brief review or training session may be necessary prior to the start up of the field program and/or upon completion of the first boring.

5.0 PROCEDURES

The classification of soil and rocks is one of the most important jobs of the field geologist/engineer. To maintain a consistent flow of information, it is imperative that the field geologist/engineer understand and accurately use the field classification system described in this SOP. This identification is based on visual examination and manual tests.

5.1 Materials Needed

When logging soil and rock samples, the geologist or engineer may be equipped with the following:

- Rock hammer
- Knife
- Camera
- Dilute hydrochloric acid (HCl)
- Ruler (marked in tenths and hundredths of feet)
- Hand Lens

5.2 Classification of Soils

All data shall be written directly on the boring log (Figure 1) or in a field notebook if more space is needed. Details on filling out the boring log are discussed in Section 5.5.

FIGURE 1

BORING LOG (EXAMPLE)

BORING LOG

Page ___ of ___

PROJECT NAME: ____________________ BORING NUMBER: ____________________
PROJECT NUMBER: ____________________ DATE: ____________________
DRILLING COMPANY: ____________________ GEOLOGIST: ____________________
DRILLING RIG: ____________________ DRILLER: ____________________

Sample No. and Type or RQD	Depth (Ft.) or Run No.	Blows / 6" or RQD (%)	Sample Recovery / Sample Length	Lithology Change (Depth/Ft.) or Screened Interval	MATERIAL DESCRIPTION: Soil Density/ Consistency or Rock Hardness	MATERIAL DESCRIPTION: Color	MATERIAL DESCRIPTION: Material Classification	U S C S *	Remarks	PID/FID Reading (ppm): Sample	PID/FID Reading (ppm): Sampler BZ	PID/FID Reading (ppm): Borehole**	PID/FID Reading (ppm): Driller BZ**

* When rock coring, enter rock brokeness.

** Include monitor reading in 6 foot intervals @ borehole. Increase reading frequency if elevated response read.

Remarks: ____________________

Drilling Area Background (ppm): [ ]

Converted to Well: Yes ______ No ______ Well I.D. #: ______

FIGURE 1 (CONTINUED)

SOIL TERMS

UNIFIED SOIL CLASSIFICATION (USCS)

COARSE-GRAINED SOILS More Than Half of Material is LARGER Than No. 200 Sieve Size				
FIELD IDENTIFICATION PROCEDURES [illegible]			GROUP SYMBOL	TYPICAL NAMES
GRAVELS [illegible]	CLEAN GRAVELS [illegible]	[illegible]	GW	[illegible]
		[illegible]	GP	[illegible]
	GRAVELS W/FINES [illegible]	[illegible]	GM	[illegible]
		[illegible]	GC	[illegible]
SANDS [illegible]	CLEAN SANDS [illegible]	[illegible]	SW	[illegible]
		[illegible]	SP	[illegible]
	SANDS W/FINES [illegible]	[illegible]	SM	[illegible]
		[illegible]	SC	[illegible]

FINE-GRAINED SOILS More Than Half of Material is SMALLER Than			
FIELD IDENTIFICATION PROCEDURES [illegible]			
[illegible]			
	DRY STRENGTH [illegible]	DILATANCY [illegible]	TOUGHNESS [illegible]
SILTS AND CLAYS [illegible]	[illegible]	[illegible]	[illegible]
	[illegible]	[illegible]	[illegible]
	[illegible]	[illegible]	[illegible]
SILTS AND CLAYS [illegible]	[illegible]	[illegible]	[illegible]
	[illegible]	[illegible]	[illegible]
	[illegible]	[illegible]	[illegible]
HIGHLY ORGANIC SOILS	[illegible]		

Boundary classifications: [illegible]

[illegible]

DENSITY OF GRANULAR SOILS	
DESIGNATION	STANDARD PENETRATION RESISTANCE BLOWS/FOOT
[illegible]	[illegible]
[illegible]	[illegible]
[illegible]	[illegible]
[illegible]	[illegible]
[illegible]	[illegible]

CONSISTENCY OF COHESIVE SOILS			
CONSISTENCY	UNC. COMPRESSIVE STRENGTH (TONS/SQ. FT.)	STANDARD PENETRATION RESISTANCE BLOWS/FOOT	
[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]

ROCK TERMS

ROCK HARDNESS (FROM CORE SAMPLES)			ROCK BROKENNESS		
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]

LEGEND

SOIL SAMPLES - TYPES	ROCK SAMPLES - TYPES	WATER LEVELS
[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]

5.2.1 USCS Classification

Soils are to be classified according to the Unified Soil Classification System (USCS). This method of classification is detailed in Figure 1 (Continued).
This method of classification identifies soil types on the basis of grain size and cohesiveness.

Fine-grained soils, or fines, are smaller than the No. 200 sieve and are of two types: silt (M) and clay (C). Some classification systems define size ranges for these soil particles, but for field classification purposes, they are identified by their respective behaviors. Organic material (O) is a common component of soil but has no size range; it is recognized by its composition. The careful study of the USCS will aid in developing the competence and consistency necessary for the classification of soils.

Coarse-grained soils shall be divided into rock fragments, sand, or gravel. The terms sand and gravel not only refer to the size of the soil particles but also to their depositional history. To insure accuracy in description, the term rock fragments shall be used to indicate angular granular materials resulting from the breakup of rock. The sharp edges typically observed indicate little or no transport from their source area, and therefore the term provides additional information in reconstructing the depositional environment of the soils encountered. When the term "rock fragments" is used it shall be followed by a size designation such as "(1/4 inchΦ-1/2 inchΦ)" or "coarse-sand size" either immediately after the entry or in the remarks column. The USCS classification would not be affected by this variation in terms.

5.2.2 Color

Soil colors shall be described utilizing a single color descriptor preceded, when necessary, by a modifier to denote variations in shade or color mixtures. A soil could therefore be referred to as "gray" or "light gray" or "blue-gray." Since color can be utilized in correlating units between sampling locations, it is important for color descriptions to be consistent from one boring to another.

Colors must be described while the sample is still moist. Soil samples shall be broken or split vertically to describe colors. Samplers tend to smear the sample surface creating color variations between the sample interior and exterior.

The term "mottled" shall be used to indicate soils irregularly marked with spots of different colors. Mottling in soils usually indicates poor aeration and lack of good drainage.

Soil Color Charts shall not be used unless specified by the project manager.

5.2.3 Relative Density and Consistency

To classify the relative density and/or consistency of a soil, the geologist is to first identify the soil type. Granular soils contain predominantly sands and gravels. They are noncohesive (particles do not adhere well when compressed). Finer-grained soils (silts and clays) are cohesive (particles will adhere together when compressed).

The density of noncohesive, granular soils is classified according to standard penetration resistances obtained from split-barrel sampling performed according to the methods detailed in Standard Operating Procedures GH-1.3 and SA-1.3. Those designations are:

Designation	Standard Penetration Resistance (Blows per Foot)
Very loose	0 to 4
Loose	5 to 10
Medium dense	11 to 30
Dense	31 to 50
Very dense	Over 50

Standard penetration resistance is the number of blows required to drive a split-barrel sampler with a 2-inch outside diameter 12 inches into the material using a 140-pound hammer falling freely through 30 inches. The sampler is driven through an 18-inch sample interval, and the number of blows is recorded for each 6-inch increment. The density designation of granular soils is obtained by adding the number of blows required to penetrate the last 12 inches of each sample interval. It is important to note that if gravel or rock fragments are broken by the sampler or if rock fragments are lodged in the tip, the resulting blow count will be erroneously high, reflecting a higher density than actually exists. This shall be noted on the log and referenced to the sample number. Granular soils are given the USCS classifications GW, GP, GM, SW, SP, SM, GC, or SC (see Figure 1).

The consistency of cohesive soils is determined by performing field tests and identifying the consistency as shown in Figure 2.

Cohesive soils are given the USCS classifications ML, MH, CL, CH, OL, or OH (see Figure 1).

The consistency of cohesive soils is determined either by blow counts, a pocket penetrometer (values listed in the table as Unconfined Compressive Strength), or by hand by determining the resistance to penetration by the thumb. The pocket penetrometer and thumb determination methods are conducted on a selected sample of the soil, preferably the lowest 0.5 foot of the sample in the split-barrel sampler. The sample shall be broken in half and the thumb or penetrometer pushed into the end of the sample to determine the consistency. Do not determine consistency by attempting to penetrate a rock fragment. If the sample is decomposed rock, it is classified as a soft decomposed rock rather than a hard soil. Consistency shall not be determined solely by blow counts. One of the other methods shall be used in conjunction with it. The designations used to describe the consistency of cohesive soils are shown in Figure 2.

5.2.4 Weight Percentages

In nature, soils are comprised of particles of varying size and shape, and are combinations of the various grain types. The following terms are useful in the description of soil:

Terms of Identifying Proportion of the Component	Defining Range of Percentages by Weight
Trace	0 - 10 percent
Some	11 - 30 percent
Adjective form of the soil type (e.g., "sandy")	31 - 50 percent

FIGURE 2

CONSISTENCY FOR COHESIVE SOILS

Consistency	Standard Penetration Resistance (Blows per Foot)	Unconfined Compressive Strength (Tons/Sq. Foot by pocket penetration)	Field Identification
Very soft	0 to 2	Less than 0.25	Easily penetrated several inches by fist
Soft	2 to 4	0.25 to 0.50	Easily penetrated several inches by thumb
Medium stiff	4 to 8	0.50 to 1.0	Can be penetrated several inches by thumb with moderate effort
Stiff	8 to 15	1.0 to 2.0	Readily indented by thumb but penetrated only with great effort
Very stiff	15 to 30	2.0 to 4.0	Readily indented by thumbnail
Hard	Over 30	More than 4.0	Indented with difficulty by thumbnail

Examples:

- Silty fine sand: 50 to 69 percent fine sand, 31 to 50 percent silt.
- Medium to coarse sand, some silt: 70 to 80 percent medium to coarse sand, 11 to 30 percent silt.
- Fine sandy silt, trace clay: 50 to 68 percent silt, 31 to 49 percent fine sand, 1 to 10 percent clay.
- Clayey silt, some coarse sand: 70 to 89 percent clayey silt, 11 to 30 percent coarse sand.

5.2.5 Moisture

Moisture content is estimated in the field according to four categories: dry, moist, wet, and saturated. In dry soil, there appears to be little or no water. Saturated samples obviously have all the water they can hold. Moist and wet classifications are somewhat subjective and often are determined by the individual's judgment. A suggested parameter for this would be calling a soil wet if rolling it in the hand or on a porous surface liberates water, i.e., dirties or muddies the surface. Whatever method is adopted for describing moisture, it is important that the method used by an individual remains consistent throughout an entire drilling job.

Laboratory tests for water content shall be performed if the natural water content is important.

5.2.6 Stratification

Stratification can only be determined after the sample barrel is opened. The stratification or bedding thickness for soil and rock is depending on grain size and composition. The classification to be used for stratification description is shown in Figure 3.

5.2.7 Texture/Fabric/Bedding

The texture/fabric/bedding of the soil shall be described. Texture is described as the relative angularity of the particles: rounded, subrounded, subangular, and angular. Fabric shall be noted as to whether the particles are flat or bulky and whether there is a particular relation between particles (i.e., all the flat particles are parallel or there is some cementation). The bedding or structure shall also be noted (e.g., stratified, lensed, nonstratified, heterogeneous varved).

5.2.8 Summary of Soil Classification

In summary, soils shall be classified in a similar manner by each geologist/engineer at a project site. The hierarchy of classification is as follows:

- Density and/or consistency
- Color
- Plasticity (Optional)
- Soil types
- Moisture content
- Stratification
- Texture, fabric, bedding
- Other distinguishing features

FIGURE 3

BEDDING THICKNESS CLASSIFICATION

Thickness (metric)	Thickness (Approximate English Equivalent)	Classification
> 1.0 meter	> 3.3'	Massive
30 cm - 1 meter	1.0' - 3.3'	Thick Bedded
10 cm - 30 cm	4" - 1.0'	Medium Bedded
3 cm - 10 cm	1" - 4"	Thin Bedded
1 cm - 3 cm	2/5" - 1"	Very Thin Bedded
3 mm - 1 cm	1/8" - 2/5"	Laminated
1 mm - 3 mm	1/32" - 1/8"	Thinly Laminated
< 1 mm	<1/32"	Micro Laminated

(Weir, 1973 and Ingram, 1954)

5.3 Classification of Rocks

Rocks are grouped into three main divisions: sedimentary, igneous and metamorphic. Sedimentary rocks are by far the predominant type exposed at the earth's surface. The following basic names are applied to the types of rocks found in sedimentary sequences:

- Sandstone - Made up predominantly of granular materials ranging between 1/16 to 2 mm in diameter.
- Siltstone - Made up of granular materials less than 1/16 to 1/256 mm in diameter. Fractures irregularly. Medium thick to thick bedded.
- Claystone - Very fine-grained rock made up of clay and silt-size materials. Fractures irregularly. Very smooth to touch. Generally has irregularly spaced pitting on surface of drilled cores.
- Shale - A fissile very fine-grained rock. Fractures along bedding planes.
- Limestone - Rock made up predominantly of calcite ($CaCO_3$). Effervesces strongly upon the application of dilute hydrochloric acid.
- Coal - Rock consisting mainly of organic remains.
- Others - Numerous other sedimentary rock types are present in lesser amounts in the stratigraphic record. The local abundance of any of these rock types is dependent upon the depositional history of the area. Conglomerate, halite, gypsum, dolomite, anhydrite, lignite, etc. are some of the rock types found in lesser amounts.

In classifying a sedimentary rock the following hierarchy shall be noted:

- Rock type
- Color
- Bedding thickness
- Hardness
- Fracturing
- Weathering
- Other characteristics

5.3.1 Rock Type

As described above, there are numerous types of sedimentary rocks. In most cases, a rock will be a combination of several grain types, therefore, a modifier such as a sandy siltstone, or a silty sandstone can be used. The modifier indicates that a significant portion of the rock type is composed of the modifier. Other modifiers can include carbonaceous, calcareous, siliceous, etc.

Grain size is the basis for the classification of clastic sedimentary rocks. Figure 4 is the Udden-Wentworth classification that will be assigned to sedimentary rocks. The individual boundaries are slightly different than the USCS subdivision for soil classification. For field determination of grain sizes, a scale can be used for the coarse grained rocks. For example, the division between siltstone and claystone may not be measurable in the field. The boundary shall be determined by use of a hand lens. If the grains cannot be seen with the naked eye but are distinguishable with a hand lens, the rock is a siltstone. If the grains are not distinguishable with a hand lens, the rock is a claystone.

FIGURE 4

GRAIN SIZE CLASSIFICATION FOR ROCKS

Particle Name	Grain Size Diameter
Cobbles	> 64 mm
Pebbles	4 - 64 mm
Granules	2 - 4 mm
Very Coarse Sand	1 - 2 mm
Coarse Sand	0.5 - 1 mm
Medium Sand	0.25 - 0.5 mm
Fine Sand	0.125 - 0.25 mm
Very Fine Sand	0.0625 - 0.125 mm
Silt	0.0039 - 0.0625 mm

After Wentworth, 1922

5.3.2 Color

The color of a rock can be determined in a similar manner as for soil samples. Rock core samples shall be classified while wet, when possible, and air cored samples shall be scraped clean of cuttings prior to color classifications.

Rock color charts shall not be used unless specified by the Project Manager.

5.3.3 Bedding Thickness

The bedding thickness designations applied to soil classification (see Figure 3) will also be used for rock classification.

5.3.4 Hardness

The hardness of a rock is a function of the compaction, cementation, and mineralogical composition of the rock. A relative scale for sedimentary rock hardness is as follows:

- Soft - Weathered, considerable erosion of core, easily gouged by screwdriver, scratched by fingernail. Soft rock crushes or deforms under pressure of a pressed hammer. This term is always used for the hardness of the saprolite (decomposed rock which occupies the zone between the lowest soil horizon and firm bedrock).

- Medium soft - Slight erosion of core, slightly gouged by screwdriver, or breaks with crumbly edges from single hammer blow.

- Medium hard - No core erosion, easily scratched by screwdriver, or breaks with sharp edges from single hammer blow.

- Hard - Requires several hammer blows to break and has sharp conchoidal breaks. Cannot be scratched with screwdriver.

Note the difference in usage here of the works "scratch" and "gouge." A scratch shall be considered a slight depression in the rock (do not mistake the scraping off of rock flour from drilling with a scratch in the rock itself), while a gouge is much deeper.

5.3.5 Fracturing

The degree of fracturing or brokenness of a rock is described by measuring the fractures or joint spacing. After eliminating drilling breaks, the average spacing is calculated and the fracturing is described by the following terms:

- Very broken (V. BR.) - Less than 2-inch spacing between fractures
- Broken (BR.) - 2-inch to 1-foot spacing between fractures
- Blocky (BL.) - 1- to 3-foot spacing between fractures
- Massive (M.) - 3 to 10-foot spacing between fractures

The structural integrity of the rock can be approximated by calculating the Rock Quality Designation (RQD) of cores recovered. The RQD is determined by adding the total lengths of all pieces exceeding 4 inches and dividing by the total length of the coring run, to obtain a percentage.

Method of Calculating RQD
(After Deere, 1964)

$$RQD\ \% = r/l \times 100$$

r = Total length of all pieces of the lithologic unit being measured, which are greater than 4 inches length, and have resulted from natural breaks. Natural breaks include slickensides, joints, compaction slicks, bedding plane partings (not caused by drilling), friable zones, etc.

l = Total length of the coring run.

5.3.6 Weathering

The degree of weathering is a significant parameter that is important in determining weathering profiles and is also useful in engineering designs. The following terms can be applied to distinguish the degree of weathering:

- Fresh - Rock shows little or no weathering effect. Fractures or joints have little or no staining and rock has a bright appearance.
- Slight - Rock has some staining which may penetrate several centimeters into the rock. Clay filling of joints may occur. Feldspar grains may show some alteration.
- Moderate - Most of the rock, with exception of quartz grains, is stained. Rock is weakened due to weathering and can be easily broken with hammer.
- Severe - All rock including quartz grains is stained. Some of the rock is weathered to the extent of becoming a soil. Rock is very weak.

5.3.7 Other Characteristics

The following items shall be included in the rock description:

- Description of contact between two rock units. These can be sharp or gradational.
- Stratification (parallel, cross stratified).
- Description of any filled cavities or vugs.
- Cementation (calcareous, siliceous, hematitic).
- Description of any joints or open fractures.
- Observation of the presence of fossils.
- Notation of joints with depth, approximate angle to horizontal, any mineral filling or coating, and degree of weathering.

All information shown on the boring logs shall be neat to the point where it can be reproduced on a copy machine for report presentation. The data shall be kept current to provide control of the drilling program and to indicate various areas requiring special consideration and sampling.

5.3.8 Additional Terms Used in the Description of Rock

The following terms are used to further identify rocks:

- Seam - Thin (12 inches or less), probably continuous layer.
- Some - Indicates significant (15 to 40 percent) amounts of the accessory material. For example, rock composed of seams of sandstone (70 percent) and shale (30 percent) would be "sandstone – some shale seams."
- Few - Indicates insignificant (0 to 15 percent) amounts of the accessory material. For example, rock composed of seam of sandstone (90 percent) and shale (10 percent) would be "sandstone – few shale seams."
- Interbedded - Used to indicate thin or very thin alternating seams of material occurring in approximately equal amounts. For example, rock composed of thin alternating seams of sandstone (50 percent) and shale (50 percent) would be "interbedded sandstone and shale."
- Interlayered - Used to indicate thick alternating seams of material occurring in approximately equal amounts.

The preceding sections describe the classification of sedimentary rocks. The following are some basic names that are applied to igneous rocks:

- Basalt - A fine-grained extrusive rock composed primarily of calcic plagioclase and pyroxene.
- Rhyolite - A fine-grained volcanic rock containing abundant quartz and orthoclase. The fine-grained equivalent of a granite.
- Granite - A coarse-grained plutonic rock consisting essentially of alkali feldspar and quartz.
- Diorite - A coarse-grained plutonic rock consisting essentially of sodic plagioclase and hornblende.
- Gabbro - A coarse-grained plutonic rock consisting of calcic plagioclase and clinopyroxene. Loosely used for any coarse-grained dark igneous rock.

The following are some basic names that are applied to metamorphic rocks:

- Slate - A very fine-grained foliated rock possessing a well developed slaty cleavage. Contains predominantly chlorite, mica, quartz, and sericite.
- Phyllite - A fine-grained foliated rock that splits into thin flaky sheets with a silky sheen on cleavage surface.
- Schist - A medium to coarse-grained foliated rock with subparallel arrangement of the micaceous minerals which dominate its composition.
- Gneiss - A coarse-grained foliated rock with bands rich in granular and platy minerals.
- Quartzite - A fine- to coarse-grained nonfoliated rock breaking across grains, consisting essentially of quartz sand with silica cement.

5.4 Abbreviations

Abbreviations may be used in the description of a rock or soil. However, they shall be kept at a minimum. Following are some of the abbreviations that may be used:

C - Coarse	Lt - Light	Yl - Yellow
Med - Medium	BR - Broken	Or - Orange
F - Fine	BL - Blocky	SS - Sandstone
V - Very	M - Massive	Sh - Shale
Sl - Slight	Br - Brown	LS - Limestone
Occ - Occasional	Bl - Black	Fgr - Fine-grained
Tr - Trace		

5.5 Boring Logs and Documentation

This section describes in more detail the procedures to be used in completing boring logs in the field. Information obtained from the preceding sections shall be used to complete the logs. A sample boring log has been provided as Figure 5.

The field geologist/engineer shall use this example as a guide in completing each boring log. Each boring log shall be fully described by the geologist/engineer as the boring is being drilled. Every sheet contains space for 25 feet of log. Information regarding classification details is provided either on the back of the boring log or on a separate sheet, for field use.

5.5.1 Soil Classification

- Identify site name, boring number, job number, etc. Elevations and water level data to be entered when surveyed data is available.

- Enter sample number (from SPT) under appropriate column. Enter depth sample was taken from (1 block = 1 foot). Fractional footages, i.e., change of lithology at 13.7 feet, shall be lined off at the proportional location between the 13- and 14-foot marks. Enter blow counts (Standard Penetration Resistance) diagonally (as shown). Standard penetration resistance is covered in Section 5.2.3.

- Determine sample recovery/sample length as shown. Measure the total length of sample recovered from the split-spoon sampler, including material in the drive shoe. Do not include cuttings or wash material that may be in the upper portion of the sample tube.

- Indicate any change in lithology by drawing a line at the appropriate depth. For example, if clayey silt was encountered from 0 to 5.5 feet and shale from 5.5 to 6.0 feet, a line shall be drawn at this increment. This information is helpful in the construction of cross-sections. As an alternative, symbols may be used to identify each change in lithology.

- The density of granular soils is obtained by adding the number of blows for the last two increments. Refer to Density of Granular Soils Chart on back of log sheet. For consistency of cohesive soils refer also to the back of log sheet - Consistency of Cohesive Soils. Enter this information under the appropriate column. Refer to Section 5.2.3.

FIGURE 5
COMPLETED BORING LOG (EXAMPLE)

BORING LOG

Page 1 of 1

PROJECT NAME: NSB- SITE
PROJECT NUMBER: 9594
DRILLING COMPANY: SOILTEST CO.
DRILLING RIG: CME- 55
BORING NUMBER: SB/MW 1
DATE: 3/8/96
GEOLOGIST: SJ CONTI
DRILLER: R. ROCK

Sample No. and Type or RQD	Depth (Ft.) or Run No.	Blows / 6" or RQD (%)	Sample Recovery / Sample Length	Lithology Change (Depth/Ft.) or Screened Interval	Soil Density/ Consistency or Rock Hardness	Color	Material Classification	USCS *	Remarks	PID/FID Reading (ppm): Sample	Sampler BZ	Borehole**	Driller BZ
S-1	0.0	7/6	1.5/2.0		M DENSE	BRN	SILTY SAND - SOME	SM	MOIST SL. ORG.	5	0	0	0
@ 0800	2.0	9/10				TO BLK	ROCK FR.: TR BRICKS		ODOR				
							(FILL)		FILL TO 4'±				
	4.0			4.0									
S-2 @		5/7	2.9/2.0		M DENSE	BRN	SILTY SAND - TR FINE	SM	MOIST - W ODOR	10	0	-	-
0810	6.0	9/8					GRAVEL		NAT. MATL. TOOK SAMPLE				
	•			7' ▽ ±					SB01-0406 FOR ANALYSIS				
	8.0			8.0									
S-3 @		6/8	1.9/2.0		DENSE	TAN BRN	FINE TO COARSE SAND	SW	WET	0	0	0	0
0820	10.0	17/16					TR. F. GRAVEL		HIT WATER = 7'±				
	12.0			12.0									
S-4 @		7/6	1.6/2.0		STIFF	GRAY	SILTY CLAY	CL	MOIST → WET	0	.5	-	-
0830	14.0	5/8											
	15.0			15.0					AUGER REF @ 15'				
				||||||	M HARD	BRN	SILTSTONE	WBR	WEATHERED				
				16					LO ∠ JNTS @ 15.5				
9/5	①		4.0/5.0						WATER STAINS @ 16.5, 17.1, 17.5	0	0	0	0
				19'					LOSING SOME				
	20.0				HARD	GRAY	SANDSTONE - SOME	BR	DRILL H2O @ 17'±				
							SILTSTONE		SET TEMP 6" CAS TO 15.5				
4.5/5.0	②		5.0/5.0						SET 2" Ø PVC SCREEN 16-25	0	0	0	0
									SAND 14-25				
	25.0			25					PELLETS 12-14				

* When rock coring, enter rock brokenness.
** Include monitor reading in 6 foot intervals @ borehole. Increase reading frequency if elevated response read.

• 1-2OZ
1-8OZ

Drilling Area Background (ppm): 0

Remarks: CME-55 RIG, 4¼" ID HSA - 9" OD ±
2" SPLIT SPOONS - 140 LB HAMMER - 30" DROP
NX CORE IN BEDROCK RUN ① = 25 min. RUN ② = 15 min

Converted to Well: Yes ✓ No ______ Well I.D. #: MW-1

- Enter color of the material in the appropriate column.
- Describe material using the USCS. Limit this column for sample description only. The predominant material is described last. If the primary soil is silt but has fines (clay) - use clayey silt. Limit soil descriptors to the following:
  - Trace: 0 - 10 percent
  - Some: 11 - 30 percent
  - And/Or: 31 - 50 percent
- Also indicate under Material Classification if the material is fill or natural soils. Indicate roots, organic material, etc.
- Enter USCS symbol - use chart on back of boring log as a guide. If the soils fall into one of two basic groups, a borderline symbol may be used with the two symbols separated by a slash. For example ML/CL or SM/SP.
- The following information shall be entered under the "Remarks" column and shall include, but is not limited by, the following:
  - Moisture - estimate moisture content using the following terms - dry, moist, wet and saturated. These terms are determined by the individual. Whatever method is used to determine moisture, be consistent throughout the log.
  - Angularity - describe angularity of coarse grained particles using the terms angular, subangular, subrounded, or rounded. Refer to ASTM D 2488 or Earth Manual for criteria for these terms.
  - Particle shape - flat, elongated, or flat and elongated.
  - Maximum particle size or dimension.
  - Water level observations.
  - Reaction with HCl - none, weak, or strong.
- Additional comments:
  - Indicate presence of mica, caving of hole, when water was encountered, difficulty in drilling, loss or gain of water.
  - Indicate odor and Photoionization Detector (PID) or Flame Ionization Detector (FID) reading if applicable.
  - Indicate any change in lithology by drawing a line through the lithology change column and indicate the depth. This will help when cross-sections are subsequently constructed.
  - At the bottom of the page indicate type of rig, drilling method, hammer size and drop, and any other useful information (i.e., borehole size, casing set, changes in drilling method).

- Vertical lines shall be drawn (as shown in Figure 5) in columns 6 to 8 from the bottom of each sample to the top of the next sample to indicate consistency of material from sample to sample, if the material is consistent. Horizontal lines shall be drawn if there is a change in lithology, then vertical lines drawn to that point.

- Indicate screened interval of well, as needed, in the lithology column. Show top and bottom of screen. Other details of well construction are provided on the well construction forms.

5.5.2 Rock Classification

- Indicate depth at which coring began by drawing a line at the appropriate depth. Indicate core run depths by drawing coring run lines (as shown) under the first and fourth columns on the log sheet. Indicate RQD, core run number, RQD percent, and core recovery under the appropriate columns.

- Indicate lithology change by drawing a line at the appropriate depth as explained in Section 5.5.1.

- Rock hardness is entered under designated column using terms as described on the back of the log or as explained earlier in this section.

- Enter color as determined while the core sample is wet; if the sample is cored by air, the core shall be scraped clean prior to describing color.

- Enter rock type based on sedimentary, igneous or metamorphic. For sedimentary rocks use terms as described in Section 5.3. Again, be consistent in classification. Use modifiers and additional terms as needed. For igneous and metamorphic rock types use terms as described in Sections 5.3.8.

- Enter brokenness of rock or degree of fracturing under the appropriate column using symbols VBR, BR, BL, or M as explained in Section 5.3.5 and as noted on the back of the Boring Log.

- The following information shall be entered under the remarks column. Items shall include but are not limited to the following:

  - Indicate depths of joints, fractures and breaks and also approximate to horizontal angle (such as high, low), i.e., 70° angle from horizontal, high angle.
  - Indicate calcareous zones, description of any cavities or vugs.
  - Indicate any loss or gain of drill water.
  - Indicate drop of drill tools or change in color of drill water.

- Remarks at the bottom of Boring Log shall include:

  - Type and size of core obtained.
  - Depth casing was set.
  - Type of rig used.

- As a final check the boring log shall include the following:

  - Vertical lines shall be drawn as explained for soil classification to indicate consistency of bedrock material.

  - If applicable, indicate screened interval in the lithology column. Show top and bottom of screen. Other details of well construction are provided on the well construction forms.

5.5.3 Classification of Soil and Rock from Drill Cuttings

The previous sections describe procedures for classifying soil and rock samples when cores are obtained. However, some drilling methods (air/mud rotary) may require classification and borehole logging based on identifying drill cuttings removed from the borehole. Such cuttings provide only general information on subsurface lithology. Some procedures that shall be followed when logging cuttings are:

- Obtain cutting samples at approximately 5-foot intervals, sieve the cuttings (if mud rotary drilling) to obtain a cleaner sample, place the sample into a small sample bottle or "zip lock" bag for future reference, and label the jar or bag (i.e. hole number, depth, date, etc.). Cuttings shall be closely examined to determine general lithology.

- Note any change in color of drilling fluid or cuttings, to estimate changes in lithology.

- Note drop or chattering of drilling tools or a change in the rate of drilling, to determine fracture locations or lithologic changes.

- Observe loss or gain of drilling fluids or air (if air rotary methods are used), to identify potential fracture zones.

- Record this and any other useful information onto the boring log as provided in Figure 1.

This logging provides a general description of subsurface lithology and adequate information can be obtained through careful observation of the drilling process. It is recommended that split-barrel and rock core sampling methods be used at selected boring locations during the field investigation to provide detailed information to supplement the less detailed data generated through borings drilled using air/mud rotary methods.

5.6 Review

Upon completion of the borings logs, copies shall be made and reviewed. Items to be reviewed include:

- Checking for consistency of all logs.
- Checking for conformance to the guideline.
- Checking to see that all information is entered in their respective columns and spaces.

6.0 REFERENCES

Unified Soil Classification System (USCS).

ASTM D2488, 1985.

Earth Manual, U.S. Department of the Interior, 1974.

7.0 RECORDS

Originals of the boring logs shall be retained in the project files.

TETRA TECH NUS, INC.	STANDARD OPERATING PROCEDURES	Number HS-1.0	Page 1 of 11
		Effective Date 03/00	Revision 1
		Applicability Tetra Tech NUS, Inc.	
		Prepared Health & Safety	
Subject UTILITY LOCATING AND EXCAVATION CLEARANCE		Approved D. Senovich DS	

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1.0 PURPOSE

Utilities such as electric service lines, natural or propane gas lines, water and sewage lines, telecommunications, and steam lines are very often in the immediate vicinity of work locations. Contact with underground or overhead utilities can have serious consequences including employee injury/fatality, property and equipment damage, substantial financial impacts, and loss of utility service to users.

The purpose of this procedure is to provide minimum requirements and technical guidelines regarding the appropriate procedures to be followed when performing subsurface and overhead utility locating services. It is the policy of Tetra Tech NUS, Inc. (TtNUS) to provide a safe and healthful work environment for the protection of our employees. The purpose of this Standard Operating Procedure (SOP) is to aid in achieving the objectives of the TtNUS Utility Locating and Clearance Policy. The TtNUS Utility Locating and Clearance Policy must be reviewed by anyone potentially involved with underground or overhead utility services.

2.0 SCOPE

This procedure applies to all TtNUS field activities where there may be potential contact with underground or overhead utilities. This procedure provides a description of the principles of operation, instrumentation, applicability, and implementability of typical methods used to determine the presence or absence of utility services. This procedure is intended to assist with work planning and scheduling, resource planning, field implementation, and subcontractor procurement. Utility locating and excavation clearance requires site-specific information prior to the development of detailed operating procedures. This guidance is not intended to provide a detailed description of methodology and instrument operation. Specialized expertise during both planning and execution of several of the geophysical methods may also be required.

3.0 GLOSSARY

Electromagnetic Induction (EMI) Survey - A geophysical exploration method whereby electromagnetic fields are induced in the ground and the resultant secondary electromagnetic fields are detected as a measure of ground conductivity.

Magnetometer – A device used for precise and sensitive measurements of magnetic fields.

Magnetic Survey – A geophysical survey method that depends on detection of magnetic anomalies caused by the presence of buried ferromagnetic objects.

Metal Detection – A geophysical survey method that is based on electromagnetic coupling caused by underground conductive objects.

Vertical Gradiometer – A magnetometer equipped with two sensors that are vertically separated by a fixed distance. It is best suited to map near surface features and is less susceptible to deep geologic features.

Ground Penetrating Radar – Ground Penetrating Radar (GPR) involves specialized radar equipment whereby a signal is sent into the ground via a transmitter. Some portion of the signal will be reflected from the subsurface material, which is then recorded with a receiver and electronically converted into a graphic picture.

4.0 RESPONSIBILITIES

Project Manager (PM)/Task Order Manager (TOM) - Responsible for ensuring that all field activities are conducted in accordance with this procedure and the TtNUS Utility Locating and Clearance Policy.

Site Manager (SM)/Field Operations Leader (FOL) - Responsible for the onsite verification that all field activities are performed in compliance with approved SOPs or as otherwise directed by the approved project plan(s).

Site Health & Safety Officer (SHSO) – Responsible to provide technical assistance and verify full compliance with this SOP and the TtNUS Utility Locating and Clearance Policy. The SHSO is also responsible for reporting any deficiencies to the Corporate Health and Safety Manager (HSM) and to the PM/TOM.

Health & Safety Manager (HSM) – Responsible for preparing, implementing, and modifying corporate health and safety policy.

Site Personnel – Responsible for understanding and implementing this SOP and the TtNUS Utility Locating and Clearance Policy.

5.0 PROCEDURES

This procedure addresses the requirements and technical procedures that must be performed to minimize the potential for contact with underground and overhead utility services. These procedures are addressed individually from a buried and overhead standpoint.

5.1 Buried Utilities

Buried utilities present a heightened concern because their location is not typically obvious by visual observation, and it is common that their presence and/or location is unknown or incorrectly known on client properties. The following procedure must be followed prior to beginning any excavation that might potentially be in the vicinity of underground utility services. In addition, the Utility Clearance Form (Attachment 3) must be completed for every location or cluster of locations where intrusive activities will occur.

Where the positive identification and de-energizing of underground utilities cannot be obtained and confirmed using the following steps, the PM/TOM is responsible for arranging for the procurement of a qualified, experienced, utility locating subcontractor who will accomplish the utility location and demarcation duties specified herein.

1. A comprehensive review must be made of any available property maps, blue lines, or as-builts prior to site activities. Interviews with local personnel familiar with the area should be performed to provide additional information concerning the location of potential underground utilities. Information regarding utility locations shall be added to project maps upon completion of this exercise.

2. A visual site inspection must be performed to compare the site plan information to actual field conditions. Any findings must be documented and the site plan/maps revised. The area(s) of proposed excavation or other subsurface activities must be marked at the site in white paint or pin flags to identify those locations of the proposed intrusive activities. The site inspection should focus on locating surface indications of potential underground utilities. Items of interest include the presence of nearby area lights, telephone service, drainage grates, fire hydrants, electrical service vaults/panels, asphalt/concrete scares and patches, and topographical depressions. Note the location of any emergency shut off switches. Any additional information regarding utility locations shall be added to project maps upon completion of this exercise and returned to the PM/TOM.

3. If the planned work is to be conducted on private property (e.g., military installations, manufacturing facilities, etc.) the FOL must identify and contact appropriate facility personnel (e.g., public works or facility engineering) before any intrusive work begins to inquire about (and comply with) property owner requirements. It is important to note that private property owners may require several days to several weeks advance notice prior to locating utilities.

4. If the work location is on public property, the state agency that performs utility clearances must be notified (see Attachment 1). State "one-call" services must be notified prior to commencing fieldwork per their requirements. Most one-call services require, by law, 48- to 72-hour advance notice prior to beginning any excavation. Such services typically assign a "ticket" number to the particular site. This ticket number must be recorded for future reference and is valid for a specific period of time, but may be extended by contacting the service again. The utility service will notify utility representatives who then mark their respective lines within the specified time frame. It should be noted that most military installations own their own utilities but may lease service and maintenance from area providers. Given this situation, "one call" systems may still be required to provide location services on military installations.

5. Utilities must be identified and their locations plainly marked using pin flags, spray paint, or other accepted means. The location of all utilities must be noted on a field sketch for future inclusion on project maps. Utility locations are to be identified using the following industry-standard color code scheme, unless the property owner or utility locator service uses a different color code:

white	excavation/subsurface investigation location
red	electrical
yellow	gas, oil, steam
orange	telephone, communications
blue	water, irrigation, slurry
green	sewer, drain

6. Where utility locations are not confirmed with a high degree of confidence through drawings, schematics, location services, etc., the work area must be thoroughly investigated prior to beginning the excavation. In these situations, utilities must be identified using such methods as passive and intrusive surveys, physical probing, or hand augering. Each method has advantages and disadvantages including complexity, applicability, and price. It also should be noted that in many states, initial excavation is required by hand to a specified depth.

7. At each location where trenching or excavating will occur using a backhoe or other heavy equipment, and where utility identifications and locations cannot be confirmed prior to groundbreaking, the soil must be probed with a hand auger or pole (tile probe) made of non-conductive material. If these efforts are not successful in clearing the excavation area of suspect utilities, hand shoveling must be performed for the perimeter of the intended excavation.

8. All utilities uncovered or undermined during excavation must be structurally supported to prevent potential damage. Unless necessary as an emergency corrective measure, TtNUS shall not make any repairs or modifications to existing utility lines without prior permission of the utility owner, property owner, and Corporate HSM. All repairs require that the line be locked-out/tagged-out prior to work.

5.2 Overhead Power Lines

If it is necessary to work within the minimum clearance distance of an overhead power line, the overhead line must be de-energized and grounded, or re-routed by the utility company or a registered electrician. If protective measures such as guarding, isolating, or insulating are provided, these precautions must be adequate to prevent employees from contacting such lines directly with any part of their body or indirectly though conductive materials, tools, or equipment.

The following table provides the required minimum clearances for working in proximity to overhead power lines.

Nominal Voltage	Minimum Clearance
0 -50 kV	10 feet, or one mast length; whichever is greater
50+ kV	10 feet plus 4 inches for every 10 kV over 50 kV or 1.5 mast lengths; whichever is greater

6.0 UNDERGROUND LOCATING TECHNIQUES

6.1 Geophysical Methods

Geophysical methods include electromagnetic induction, magnetics, and ground penetrating radar. Additional details concerning the design and implementation of electromagnetic induction, magnetics, and ground penetrating radar surveys can be found in one or more of the TtNUS SOPs included in the References (Section 8.0).

Electromagnetic Induction

Electromagnetic Induction (EMI) line locators operate either by locating a background signal or by locating a signal introduced into the utility line using a transmitter. A utility line acts like a radio antenna, producing electrons, which can be picked up with a radiofrequency receiver. Electrical current carrying conductors have a 60HZ signal associated with them. This signal occurs in all power lines regardless of voltage. Utilities in close proximity to power lines or used as grounds may also have a 60HZ signal, which can be picked up with an EM receiver. A typical example of this type of geophysical equipment is an EM-61.

EMI locators specifically designed for utility locating use a special signal that is either indirectly induced onto a utility line by placing the transmitter above the line or directly induced using an induction clamp. The clamp induces a signal on the specific utility and is the preferred method of tracing since there is little chance of the resulting signals being interfered with. A good example of this type of equipment is the Schonstedt® MAC-51B locator. The MAC-51B performs inductively traced surveys, simple magnetic locating, and traced nonmetallic surveys.

When access can be gained inside a conduit to be traced, a flexible insulated trace wire can be used. This is very useful for non-metallic conduits but is limited by the availability of gaining access inside the pipe.

Magnetics

Magnetic locators operate by detecting the relative amounts of buried ferrous metal. They are incapable of locating or identifying nonferrous utility lines but can be very useful for locating underground storage tanks (UST's), steel utility lines, and buried electrical lines. A typical example of this type of equipment is the Schonstedt® GA-52Cx locator. The GA-52Cx is capable of locating 4-inch steel pipe up to 8 feet deep.

Non-ferrous lines are often located by using a typical plumbing tool (snake) fed through the line. A signal is then introduced to the snake that is then traced.

Ground Penetrating Radar

Ground Penetrating Radar (GPR) involves specialized radar equipment whereby a signal is sent into the ground via a transmitter. Some portion of the signal will be reflected from the subsurface material, which is then recorded with a receiver and electronically converted into a graphic picture. In general, an object which is harder than the surrounding soil will reflect a stronger signal. Utilities, tunnels, UST's, and footings will reflect a stronger signal than the surrounding soil. Although this surface detection method may determine the location of a utility, this method does not specifically identify utilities (i.e., water vs. gas, electrical vs. telephone); hence, verification may be necessary using other methods. This method is somewhat limited when used in areas with clay soil types or with a high water table.

6.2 Passive Detection Surveys

Acoustic Surveys

Acoustic location methods are generally most applicable to waterlines or gas lines. A highly sensitive Acoustic Receiver listens for background sounds of water flowing (at joints, leaks, etc.) or to sounds introduced into the water main using a transducer. Acoustics may also be applicable to determine the location of plastic gas lines.

Thermal Imaging

Thermal (i.e., infrared) imaging is a passive method for detecting the heat emitted by an object. Electronics in the infrared camera convert subtle heat differentials into a visual image on the viewfinder or a monitor. The operator does not look for an exact temperature; rather they look for heat anomalies (either elevated or suppressed temperatures) characteristic of a potential utility line.

The thermal fingerprint of underground utilities results from differences in temperature between the atmosphere and the fluid present in a pipe or the heat generated by electrical resistance. In addition, infrared scanners may be capable of detecting differences in the compaction, temperature and moisture content of underground utility trenches. High-performance thermal imagery can detect temperature differences to hundredths of a degree.

6.3 Intrusive Detection Surveys

Vacuum Excavation

Vacuum excavation is used to physically expose utility services. The process involves removing the surface material over approximately a 1' x 1' area at the site location. The air-vacuum process proceeds with the simultaneous action of compressed air-jets to loosen soil and vacuum extraction of the resulting debris. This process ensures the integrity of the utility line during the excavation process, as no hammers, blades, or heavy mechanical equipment comes into contact with the utility line, eliminating the risk of damage to utilities. The process continues until the utility is uncovered. Vacuum excavation can be used at the proposed site location to excavate below the "utility window" which is usually 8 feet.

Hand-auger Surveys

When the identification and location of underground utilities cannot be positively confirmed through document reviews and/or other methods, borings must be hand-augered for all locations where there is a potential to impact buried utilities. The minimum hand-auger depth that must be reached is to be determined considering the geographical location of the work site. This approach recognizes that the placement of buried utilities is influenced by frost line depths that vary by geographical region. Attachment 2 presents frost line depths for the regions of the contiguous United States. At a minimum, hand-auger depths must be at least to the frost line depth plus two (2) feet, but never less than 4 feet below ground surface (bgs). For augering, the hole must be reamed by hand to at least the diameter of the drill rig auger or bit prior to drilling. For soil gas surveys, the survey probe shall be placed as close as possible to the cleared hand-auger. It is important to note that a post-hole digger must not be used in place of a hand-auger.

Tile Probe Surveys

For some soil types, site conditions, and excavation requirements, tile probes may be used instead of or in addition to hand-augers. Tile probes must be performed to the same depth requirements as hand-augers. Depending upon the site conditions and intended probe usage, tile probes should be made of non-conductive material such as fiberglass.

7.0 INTRUSIVE ACTIVITIES SUMMARY

The following list summarizes the activities that must be performed prior to beginning subsurface activities:

1. Map and mark all subsurface locations and excavation boundaries using white paint or markers specified by the client or property owner.

2. Notify the property owner and/or client that the locations are marked. At this point, drawings of locations or excavation boundaries shall be provided to the property owner and/or client so they may initiate (if applicable) utility clearance.

   Note: Drawings with confirmed locations should be provided to the property owner and/or client as soon as possible to reduce potential time delays.

3. Notify "One Call" service. If possible, arrange for an appointment to show the One Call representative the subsurface locations or excavation boundaries in person. This will provide a better location designation to the utilities they represent. You should have additional drawings should you need to provide plot plans to the One Call service.

4. Complete Attachment 3, Utility Clearance Form. This form should be completed for each excavation location. In situations where multiple subsurface locations exist within the close proximity of one another, one form may be used for multiple locations provided those locations are noted on the Utility Clearance Form. Upon completion, the Utility Clearance Form and revised/annotated utility location map becomes part of the project file.

8.0 REFERENCES

TtNUS Utility Locating and Clearance Policy
TtNUS SOP GH-3.1; Resistivity and Electromagnetic Induction
TtNUS SOP GH-3.2; Magnetic and Metal Detection Surveys
TtNUS SOP GH-3.4; Ground-penetrating Radar Surveys

ATTACHMENT 1
LISTING OF UNDERGROUND UTILITY CLEARANCE RESOURCES

ALABAMA
Alabama Line Location (800) 292-8525

Tucson Blue Stake Center (800) 782-5348

Alaska
Locate Call Center of Alaska Inc. (800) 478-3121

Arizona
Arizona Blue Stake Inc. (800) 782-5348

Arkansas
Arkansas One Call System Inc. (800) 482-8998

California
Underground Service Alert North (800) 227-2600

Underground Service Alert South (800) 227-2600

Colorado
Utility Notification Center of Colorado
(800) 922-1987

Connecticut
Call Before You Dig (800) 922-4455

Delaware
Miss Utility of Delmarva
(800) 282-8555

District of Columbia
Miss Utility (800) 257-7777

Florida
Call Sunshine (800) 432-4770

Georgia
Utilities Protection Center Inc.
(800) 282-7411

Idaho
Palouse Empire Underground Coordinating Council
(800) 882-1974

Utilities Underground Location Center
(800) 424-5555

Kootenai Country Utility Coordinating Council
(800) 428-4950

Shoshone County One Call (800) 398-3285

Dig Line (800) 342-1585

One Call Concepts (800) 626-4950

Illinois
Julie Inc. (800) 892-0123

Digger (Chicago Utility Alert Network)
(312) 744-7000

Indiana
Indiana Underground Plant Protection Services
(800) 382-5544

Iowa
Underground Plant Location Service Inc.
(800) 292-8989

Kansas
Kansas One-Call Center (800) 344-7233

Kentucky
Kentucky Underground Protection Inc.
(800) 752-6007

Louisiana
Louisiana One Call (800) 272-3020

Maine
Dig Safe – Maine (800) 225-4977

Maryland
Miss Utility (800) 257-777

Miss Utility of Delmarva (800) 282-8555

Massachusetts
Dig Safe – Massachusetts (800) 322-4844

Michigan
Miss Dig System (800) 482-7171

Minnesota
Gopher State One Call (800) 252-1166

Mississippi
Mississippi One-Call System Inc. (800) 227-6477

Missouri
Missouri One Call System Inc. (800) 344-7483

Montana
Utilities Underground Location Center
(800) 424-5555

Montana One Call Center (800) 551-8344

Nebraska
Diggers Hotline of Nebraska (800) 331-5666

Nevada
Underground Service Alert North (800) 227-2600

New Hampshire
Dig Safe – New Hampshire (800) 225-4977

New Jersey
New Jersey One Call (800) 272-1000

New Mexico
New Mexico One Call System Inc.
(800) 321-ALERT

Las Cruces-Dona Utility Council (505) 526-0400

New York
Underground Facilities Protection Organization
(800) 962-7962

New York City: Long Island One Call Center
(800) 272-4480

North Carolina
The North Carolina One-Call Center Inc.
(800) 632-4949

North Dakota
Utilities Underground Location Center
(800) 795-0555

Ohio
Ohio Utilities Protection Service
(800) 362-2764

Oil & Gas Producers Underground Protection Service
(800) 925-0988

Oklahoma
Call Okie (800) 522-6543

Oregon
Utilities Underground Location Center
(800) 424-5555

Douglas Utilities Coordinating Council
(503) 673-6676

Josephine Utilities Coordinating Council
(503) 476-6676

Rogue Basin Utility Coordinating Council
(503) 779-6676

Utilities Notification Center
(800) 332-2344

Pennsylvania
Pennsylvania One Call System Inc.
(800) 242-1776

Rhode Island
Dig Safe – Rhode Island (800) 225-4977

South Carolina
Palmetto Utility Protection Service Inc.
(800) 922-0983

South Dakota
South Dakota One Call (800) 781-7474

Tennessee
Tennessee One-Call System (800) 351-1111

Texas
Texas One Call System (800) 245-4545

Texas Excavation Safety System (800) 344-8377

Lone Star Notification Center (800) 669-8344

Utah
Blue Stakes Location Center (800) 662-4111

Vermont
Dig Safe – Vermont (800) 225-4977

Virginia
Miss Utility of Virginia (800) 552-7001

Miss Utility (800) 257-7777

Miss Utility of Delmarva (800) 441-8355

Washington
Utilities Underground Location Center
(800) 424-5555

Grays Harbor & Pacific County
Utility Coordinating Council
(206) 535-3550

Utilities County of Cowlitz County
(360) 425-2506

Chelan-Douglas Utilities Coordinating Council
(509) 663-6111

Upper Yakima County
Underground Utilities Council
(800) 553-4344

Inland Empire Utility Coordinating Council
(509) 456-8000

Palouse Empire Utilities Coordinating Council
(800) 822-1974

Utilities Notification Center (800) 332-2344

West Virginia
Miss Utility of West Virginia Inc. (800) 245-4848

Wisconsin
Diggers Hotline Inc. (800) 242-8511

Wyoming
West Park Utility Coordinating Council
(307) 587-4800

Call-In Dig-In Safety Council (800) 300-9811

Fremont County Utility Coordinating Council
(800) 489-8023

Central Wyoming Utilities Coordinating Council
(800) 759-8035

Southwest Wyoming One Call (307) 362-8888

Carbon County Utility
Utility Coordinating Council (307) 324-6666

Albany County Utility Coordinating Council
(307) 742-3615

Southeast Wyoming Utilities Coordinating Council
(307) 638-6666

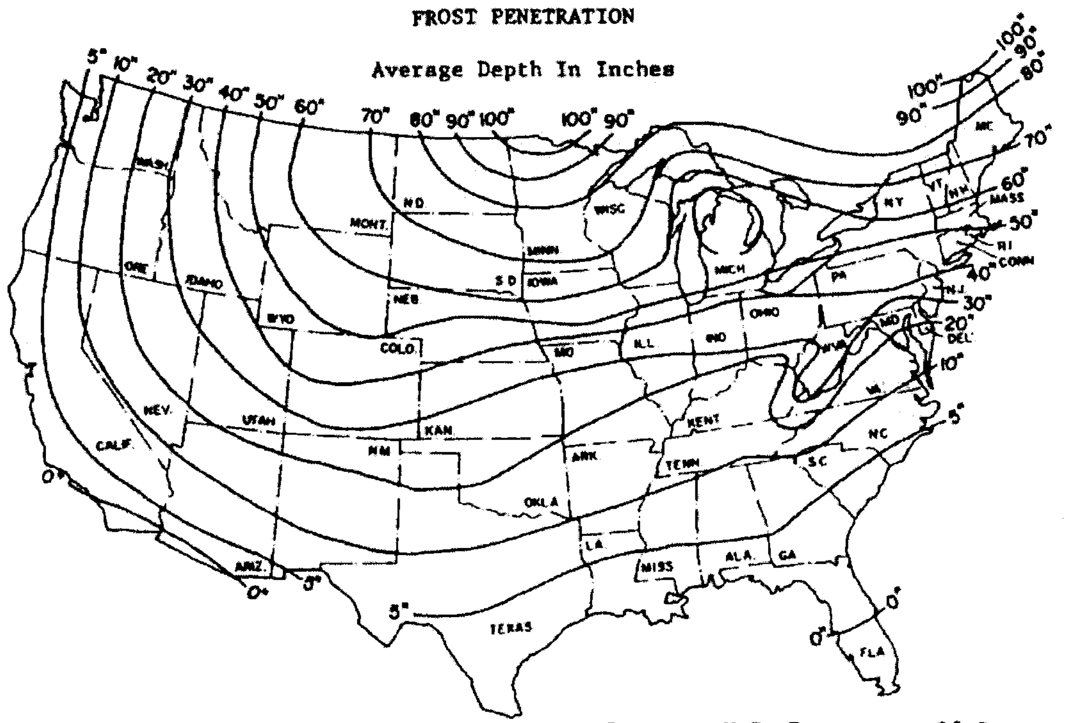
Wyoming One-Call
(800) 348-1030

Utilities Underground Location Center
(800) 454-5555

Converse County Utility Coordination Council
(800) 562-5561

ATTACHMENT 2

FROST LINE PENETRATION DEPTHS BY GEOGRAPHIC LOCATION



Courtesy U.S. Department Of Commerce

ATTACHMENT 3
UTILITY CLEARANCE FORM

Client: ____________ Project Name: ____________

Project No.: ____________ Completed By: ____________

Location Name: ____________ Work Date: ____________

Excavation Method/Overhead Equipment: ____________

			Circle One
1.	Underground Utilities		Circle One
	a)	Review of existing maps?	yes no N/A
	b)	Interview local personnel?	yes no N/A
	c)	Site visit and inspection?	yes no N/A
	d)	Excavation areas marked in the field?	yes no N/A
	e)	Utilities located in the field?	yes no N/A
	f)	Located utilities marked/added to site maps?	yes no N/A
	g)	Client contact notified Name ____________ Telephone: ____________ Date: ____________	yes no N/A
	g)	State One-Call agency called? Caller: ____________ Ticket Number: ____________ Date: ____________	yes no N/A
	h)	Geophysical survey performed? Survey performed by: ____________ Method: ____________ Date: ____________	yes no N/A
	i)	Hand augering performed? Augering completed by: ____________ Total depth: ____________ feet Date: ______	yes no N/A
	j)	Trench/excavation probed? Probing completed by: ____________ Depth/frequency: ____________ Date: ____________	yes no N/A
2.	Overhead Utilities		Present Absent
	a)	Determination of nominal voltage	yes no N/A
	b)	Marked on site maps	yes no N/A
	c)	Necessary to lockout/insulate/re-route	yes no N/A
	d)	Document procedures used to lockout/insulate/re-route	yes no N/A
	e)	Minimum acceptable clearance (SOP Section 5.2): ____________	

3. Notes:

____

____

____

Approval:

____________________________ ____________

Site Manager/Field Operations Leader Date

c: PM/Project File
Program File

TETRA TECH NUS, INC.	STANDARD OPERATING PROCEDURES	Number HS-2.0	Page 1 of 12
		Effective Date 06/99	Revision 0
		Applicability Tetra Tech NUS, Inc.	
		Prepared Health & Safety	
Subject UNEXPLODED ORDNANCE AND CHEMICAL WARFARE AGENTS ACTIVITIES		Approved D. Senovich	

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1.0 GENERAL

This Standard Operating Procedure (SOP) was prepared as outlined in references (a) and (b) above, for conducting field activities requiring unexploded ordnance (UXO) and chemical warfare agent (CWA) support under the Comprehensive Long-term Environmental Action Navy (CLEAN) contract. All personnel conducting operations under this SOP must read and understand applicable parts of references (a) through (j) prior to commencing any work described within this SOP. The work plan, health and safety plan, and other referenced SOPs submitted for the purpose of accomplishing work covered by this SOP are to be considered supporting documents to this SOP.

2.0 PURPOSE

This SOP is generic in nature and applies to all operations involving UXOs and/or CWAs support during field operations at various U.S. Navy installations throughout the United States under the CLEAN contract. It provides procedural requirements for any activity involving UXO and CWA. It provides detailed procedures for the location, identification, documentation, and emergency actions on UXO/CWA activities.

3.0 APPLICABILITY

This SOP applies to all personnel performing activities associated with UXOs and CWAs. This includes personnel of the prime contractor as well as personnel of any subcontractor. This SOP also applies to persons who may visit the site during the conduct of UXO/CWA activities. Compliance is mandatory for all Tetra Tech NUS, Inc. (TtNUS) personnel, subcontractors, and visitors to the site where UXO/CWA activities are in progress.

4.0 RESPONSIBILITIES

The TtNUS Project Manager is directly responsible for seeing that all applicable rules and regulations are complied with, and that all necessary safety precautions are taken to conduct operations in accordance with this SOP.

It is the responsibility of the Project Manager to ensure that all personnel conducting field activities in accordance with this SOP have the proper training (including hazard control briefings) and, if required, the proper certifications for the job being performed. The onsite TtNUS Health and Safety Officer will assume these responsibilities in the absence of the Project Manager.

5.0 LOCATIONS OF OPERATIONS

The field activities to be conducted during support of the CLEAN contracts can be performed at a variety of locations throughout the United States. Wherever the installation is located, a detailed site description, discussions of known and/or suspected contamination sources, and results of previous studies will be provided to field personnel.

If available, the initial evaluation, consisting of preliminary risk assessments (including discussions of probable contaminants, transport pathways, identification of potential receptors, and preliminary evaluation of human health and environmental concerns), preliminary identification and evaluation of remedial action alternatives, and preliminary identification of applicable or relevant and appropriate requirements (ARARs) will also be made available to field personnel conducting activities at the installation.

6.0 PERSONNEL QUALIFICATIONS AND REQUIREMENTS

6.1 Personnel Qualifications: Qualifications for those personnel actively involved in UXO/CWA operations shall be as follows:

a. UXO personnel shall be graduates of the U.S. Naval Explosive Ordnance Disposal (EOD) School, Indian Head, Maryland.

b. The lead UXO Supervisor for the operation will have been awarded the Master EOD Badge and have served at least 15 years in military EOD assignments, of which more than 10 years were in a supervisory position.

c. UXO personnel must meet the requirements as stated in the Site Health and Safety Plan, consistent with OSHA 29 CFR 1910.120, paragraph (e).

6.2 Personnel Requirements: During any activity where the possibility that UXOs and/or CWAs may be encountered (no matter how remote), the following requirements will be met:

a. One EOD-qualified technician will be required to support each field team engaged in operations in areas that might contain UXOs/CWAs.

b. One EOD-qualified person will be present at the site during all activities to provide UXO/CWA support in the event their services are required.

7.0 PERSONNEL LIMITS

The activities to be conducted under the CLEAN contract will not normally be conducted in areas requiring maximum personnel limitations. Work will not be permitted unless at least two persons are present in the work area. The provisions of 29 CFR 1910.120 concerning personnel qualifications and requirements will be followed while working on site. Any personnel limitation requirements that may be in force by the Installation Safety office will be adhered to at all times.

During all hazardous operations related to searching or screening for UXO or any hazardous UXO/explosive related service, the "buddy system" (29 CFR 1910.120, paragraph (d) (3)) must be used, with one of these persons being a qualified and approved TtNUS EOD technician.

8.0 MATERIAL LIMITS

Explosive materials will not be used during the operations covered by this SOP. Bulk liquids to be used for the decontamination of equipment will be in 2-gallon containers or less. Material Safety Data Sheets (MSDSs) will be kept on file in the Installation Fire Department and at the TtNUS Command Post.

9.0 SAFETY REQUIREMENTS

9.1 Reference Safety Requirements: The safety requirements that apply to the UXO/CWA operations covered under this SOP are:

a. NAVSWCINST 5100.6; Subj: Occupational Safety and Health Program.

b. NSWCDDINST 5104.1; Subj: Control of Emissions (EMCON) Causing Hazards of Electromagnetic Radiation to Ordnance (HERO).

c. OSHA 29 CFR 1910-120 and 1910.134.

d. NRC 10 CFR, Part 19, 20, and 40.

e. NAVSEA SO420-AA-RAD-010, dated 01 October 1991.

9.2 Specific Safety Requirements: The specific safety requirements for UXO/CWA operations are as follows:

a. All operations will be suspended if so ordered by the Installations Range Control.

b. If UXO/CWA or suspected UXO/CWA is encountered, all operations in the affected area will cease, the affected area will be evaluated, and notification will be made in accordance with Section 11.0 of this SOP.

c. TtNUS UXO technicians (EOD-qualified) will be present during UXO-related activities.

d. Installation approved communications equipment (two-way radios) will be onsite during any operation. HERO restrictions will comply with Reference 9.1 b. above.

e. Standard work practices as outlined in the site work plan will apply.

10.0 PERSONAL PROTECTIVE EQUIPMENT (PPE)

The following PPE will be worn by personnel on site. Items marked with an asterisk (*) will be available and will be used, if necessary, as determined by the TtNUS Site Safety Officer.

a. Safety glasses

b. Safety shoes (and protective overboots/or steel-toe rubber boots*)

c. Cotton clothing (with protective coveralls*)

d. Gloves (type to be determined by TtNUS Site Safety Officer)

e. Respiratory protection equipment* (29 CFR 1910.134)

f. Hearing protection*

g. Hard hats*

Additional equipment may be required on a site-specific basis. Equipment will be selected by the Site Safety Officer (SSO) and the Project Manager in accordance with the Work Plan and appendices.

11.0 EMERGENCY RESPONSE AND CONTINGENCY PLANS

11.1 Emergency Contacts: In the event of an emergency, notification will be made to the following in the order presented or in the order dictated by the installation:

a. Emergency Fire and Medical Assistance

b. Installation Safety Office

c. Installation EOD Office

d. Installation Environmental Office

e. TtNUS Site Supervisor (Field Operations Leader)

f. TtNUS Project Manager

Most activities to be performed during field work should not be conducted within buildings. In the event of an emergency, all site personnel will be evacuated to a predetermined location away from the work place. Emergency Response Planning will follow in accordance with 29 CFR 1910.38(a). TtNUS will utilize the Installations Base Fire Protection and Emergency Services in emergencies or potential emergencies.

11.2 Contingency Plans: The following contingency plans will be implemented:

a. Pre-Planning - Upon arrival at the base, the TtNUS Field Operations Leader and/or Site Safety Officer will meet with the Base Fire Protection Department, Base Security Personnel, and Emergency Services to notify them what activities are to be undertaken and where. All site personnel will be required to follow base emergency procedures and will rely on base services to handle emergency calls when needed. Medical services will be provided by the base if available or off site by local medical services.

Hand-held radios will be available at the work site for communications between field teams and Range Control.

b. Emergency Escape Procedures and Assignments - Upon notification of a site emergency that requires evacuation, all site personnel will proceed to predetermined locations based on emergency location and wind directions. If personnel cannot reach these locations without danger to their lives or health, and alternate meeting place will be designated during the daily hazard control briefing. Personnel will be trained to remain at the refuge location until directed to resume work, or leave the site.

c. Procedure to Account for Site Personnel - The site work force will be small enough that accounting for personnel will not be a problem. Accounting for personnel will be the Field Operations Leader's responsibility. This will be accomplished by taking a roll call using the site log book.

d. Rescue and Medical Duties - A physician-approved first aid kit, an ANSI-approved eye wash station, and a Class ABC fire extinguisher will be readily available on site. Site personnel will not be authorized to participate in emergency rescue operations.

e. Activation of Emergency Response Procedures - Should any emergency occur which requires the support of outside services, the appropriate contacts will be made by the Field Operations Leader. A list of the appropriate contacts will be posted at the Command Post. Hand-held radios will be the primary means of communications.

f. Airborne Chemical Release Contingency Plan -

(1) Chemical Release Monitoring - every member of the site team will be responsible for observing and reporting any gross chemical releases or conditions that could lead to releases. Air monitoring will be performed as described in the site work plans and the site health and safety plan.

(2) Response to Measured Airborne Chemical Releases - the readings on monitoring instrumentation will be compared to the action levels specified in the work plans and the site health and safety plan for the purpose of protecting the health and safety of onsite personnel. If the concentrations shown on the instruments suggest that the hazardous materials can exceed the following levels at the perimeter of neighboring residential or commercial property, the TtNUS Field Operations Leader and/or the Site Safety Officer will notify the base fire department.

Parameter	Action Level	Note:
Total Organic Vapors	50 ppm	SUGGESTED LEVELS ONLY
Flammable Vapors	10% of the Lower Explosive Limit (LEL)	

(3) Response to Sudden Airborne Chemical Releases - if a field operation onsite results in a release of a concentrated vapor from a pressurized container (which will normally result in a visible plume), personnel will leave the area for the predetermined-upwind assembly point quickly, but without panic. TtNUS Field Operations Leader and/or the Site Safety Officer will notify the base fire department as soon as possible. The potential for such an event to occur during planned activities is not considered to be significant.

g. Liquid Release Monitoring - Every member of the site team will be responsible for observing and reporting any liquid chemical releases or conditions that could lead to a release. If field operations on site result in a release of liquid chemicals in the absence of vapors, field personnel will attempt to contain the liquid by means of berms constructed with available equipment. If the work team cannot control the spill, they will leave the area for the assembly point quickly, but without panic. The TtNUS Field Operations Leader and/or the Site Safety Officer will notify the base fir department. This is not considered to be a significant event during operations, however, in the unlikely instance that it should occur, field personnel may effect defensive efforts, providing that such a response does not appear to present a chemical overexposure or other personal health or safety concern.

12.0 SAFETY POINTS OF CONTACT

a. Installation Safety Management Branch

b. Installation Ordnance Officer and/or EOD Officer

c. Installation Radiation Officer

d. Installation Environmental Office

13.0 TOOLS AND EQUIPMENT

Major items of equipment and instrumentation that may be required for UXO/CWA operations covered by this SOP are presented below by category:

13.1 Protective Equipment

a. Respiratory Protective Equipment (APR or SCBA)

b. Dermal (chemical resistant) protective equipment

c. Other items (hard hats, safety glasses, etc.)

13.2 Air Monitoring Equipment

a. Explosive/O_2 Meter (Combustible Gas Indicator)

b. Direct reading Organic Vapor Analyzer (PID or FID)

c. Radiation Survey Meters and TLD Badges

13.3 Geophysical/hydrology/Survey Instrumentation

a. Magnetometer (G-856 AG)

b. Electromagnetic Terrain Conductivity Meter (EM-31)

c. Water Level Indicator/Recorder

d. Survey equipment (transit, tripod, etc.) as required

e. pH/Temperature/Conductivity Meter for water samples

13.4 UXO Support Equipment

a. GA-72CV Magnetic Locator (passive instrument) will be used for UXO surface survey during UXO activities. The GA-72CV detects the magnetic field of any ferromagnetic object.

b. MG-220 Magnetic Gradiometer (Down-Hole Magnetometer) will be used to conduct downhole UXO checks. The MG-220 detects the magnetic field of any ferromagnetic object as it is lowered into a borehole.

c. Marking tape, pin flags, stakes

13.5 CWA Support Equipment

a. Chemical Agent Identification Kits (M18A2 Kit)

b. ICADs (Individual Chemical Agent Detector)

13.6 Decontamination Equipment

As required by the level of protection for each site. See Site Health and Safety Plan.

13.7 Hand Tools

As may be required.

13.8 Miscellaneous

As may be required.

14.0 ENVIRONMENTAL CONCERNS

The field operations covered by this SOP will be performed in such a manner as to minimize the effects of pollution of air, water, or land and to control noise and dust within reasonable limits.

Every effort will be made to:

a. Protect the land areas and to preserve them in their existing condition.

b. Protect water resources, including measures for run-off or run-off controls if applicable.

c. Implement sediment control measures, where warranted. These measures will also be implemented to control erosion.

Usually, field operations will generate solid and liquid waste requiring onsite handling and possible offsite disposal. The major types of waste to be generated, their environmental concerns, and their handling and disposition are summarized below:

a. Personnel and equipment decontamination fluid containers will be disposed off site following a thorough decontamination. Liquid waste will be included with the well purging and development fluids.

b. PPE will be double-bagged and will be the responsibility of TtNUS to dispose of according to applicable regulations. Disposal will be off site.

It is not anticipated that any chemical releases will occur during the field activities.

The MSDSs for chemicals being brought onto the installation for use in field operations will be located at the Fire Department and at the TtNUS Field Command Post.

15.0 UXO/CWA PROCEDURES FOR FIELD OPERATIONS

15.1 General - field procedure for work on the CLEAN contract can include any or all of the following tasks:

a. Initial entry into suspect areas for

b. Surface and subsurface sampling,

c. Monitoring well installation,

d. Exploratory trenching,

e. Geophysical surveys, and

f. Other miscellaneous operations.

15.2 Initial entry - initial entry into suspect areas require an EOD-qualified technician with a magnetometer (GA-72CV) to screen a path into the area. The screened area is marked with lanes using either pin flags or marking tape. Suspect items on the surface and subsurface magnetic anomalies will be marked, usually with a different color tape or pin flag, and will be avoided by team members. The site where the work is to be conducted will be thoroughly screened for UXO/CWA contamination prior to any work commencing. All personnel will stay within the cleared areas and not venture out into areas not screened. If an area that has magnetic anomalies cannot be avoided, the EOD-qualified technician will hand excavate down to the anomaly to check to see if a hazard exists. If the excavation reveals a hazard, the emergency notification procedures in paragraph 11.0 will apply.

15.3 Sampling - sampling will be conducted in accordance with established protocols and methodologies. Site specific sampling requirements will be presented in the work plans and in the Fieldwork Standard Operating Procedure.

Sites potentially contaminated with UXO/CWA will be screened by EOD-qualified technicians prior to sampling. A magnetometer (GA-72CV) will be used to screen entry into a suspect area as in paragraph 15.2 above. Lanes will be marked and suspect items and subsurface anomalies will be identified and avoided. The immediate sampling area will be surface screened for the sampling team.

Prior to any subsurface intrusive sampling, another check with a magnetometer needs to be accomplished. The GA-72CV Magnetic Locator can be used for collecting subsurface samples not greater than 0.5 feet. If excavation of a bore hole or hand auguring hole is to exceed this depth than the MG-220 Magnetic Gradiometer (downhole magnetometer) should be utilized and a reading taken at every two feet of depth.

If an anomaly is detected then the location will be marked and avoided and the sampling location relocated to a clean area. If the sampling location cannot be relocated then the EOD-qualified technician will hand excavate down to the anomaly to determine if it is hazardous. If it is not hazardous, the object will be set aside and the sampling event will continue. If the object has been determined to be hazardous or suspect, the sampling team will move out of the area and the emergency procedures listed in paragraph 11.0 will be implemented.

15.4 Monitoring Well Installation - the area within a 50-foot radius of the borehole and the off-road access path will be screened with the GA-72CV magnetometer and be cleared of all metal objects found. Once this is accomplished, the area should be clear of all UXO and the area around the borehole site will be marked using colored marking tape and/or pin flags. Heavy equipment such as front-end loaders, backhoes, and bulldozers will not be used to develop or establish drill sites. The following action will be followed:

a. The GA-72CV magnetometer will be used directly over the borehole site to check for buried items down to 0.5 feet. After a surface check, the EOD-qualified technician will hand auger down to a depth of two feet and check down the hole using the MG-220 magnetometer.

b. Once the hand auguring hole has been cleared,the drill rig will be positioned over the proposed borehole. Drilling will commence to a depth four feet, the drill auger will be removed from the borehole, the drill crew chief and UXO personnel will make observations of the soil from the core barrel and the soil removed from the hole by hand auger (if needed). The drilling log and lithologic log will be maintained in accordance with standard practices, noting any metal objects that may be found.

c. The drilling derrick will be secured and the drill rig moved to a position at least 20 feet from the borehole.

d. The borehole will be checked again with the MG-220 magnetometer.

e. If UXO or magnetic anomaly is present, the borehole will be abandoned and another location selected. The new borehole should be at least six feet from the original borehole. If an UXO or anomaly is not detected and the clearance is given, the drill rig shall be positioned back over the borehole, and drilling will proceed to the next depth (6 feet).

f. Repeat above steps, at intervals of 2 feet, until a depth of 10 feet is reached. At the 10 foot interval, a magnetometer reading shall be taken with the MG-220 set on the maximum sensitivity. The instrument will detect larger objects, approximately 100 lbs., that would be expected at this depth depending on density from 4 to 8 feet.

g. After reaching the depth of 10 feet, the above steps will be repeated at intervals of 4 feet, until the desired depth is reached.

15.5 Exploratory Trenching and Excavation - at times, exploratory trenching will be utilized to determine the lateral extent of a landfill, burial pit, or subsurface geophysical anomaly. Trenching and excavation to uncover a subsurface area will be conducted using a backhoe, an excavator, or sometimes a front-end loader. The following procedures will be utilized to conduct these operations:

a. The surface of the area to be trenched or excavated will first be swept with the GA-72CV magnetometer. Anomalies will be hand excavated to determine if hazardous.

b. No more than 0.5 feet of surface soil will then be removed from the area of concern.

c. The heavy equipment will be removed at least 20 feet away from the area, and the area will be checked with the MG-220 magnetometer. If the area is a trench, the entire length of the trench will be checked with the MG-220 and the excavation can continue two feet at a time. If the area is a wide open area, it can once again be checked with the GA-72CV, but only 0.5 feet of soil removal can be excavated at a time.

d. Anomalies will continue to be uncovered by hand excavation until the desired results are obtained and the trench/area is abandoned and refilled.

e. Excavation will continue another 2 feet if using the MG-220 or 0.5 feet if using the GA-

72CV magnetometer. Once again after the proper depth of soil is excavated the heavy equipment is removed from the area (>20 feet) and the area is rechecked with the magnetometer.

f. The above procedures are followed until the desired depth is reached and/or the desired results are obtained.

Once the area or trench has been cleared, excavation can continue to the proper depth before the equipment is again moved away (at least 20 feet) and the area/trench

15.6 Geophysical Surveys - two instruments will be used to conduct geophysical surveys under the CLEAN contract. The EG & G Geometrics magnetometer (G-856 AG) and a Geonics Terrain Conductivity Meter (EM-31). The magnetometer is a passive instrument, and the EM-31 is a active instrument and is commonly used to measure subsurface terrain conductivity. This information can be used for geophysical surveys, as well as for locating voids, discontinuities in soil structures such as boundaries of disposal pits and buried conducting objects.. An Ordnance Safety Analysis of the Geonics Model EM-31-D, Non-Contacting Terrain Conductivity Meter was conducted by the Naval Surface Warfare Center at the request of TtNUS in April 1993. The analysis concluded, in summary, that the "Geonics EM-31-D poses no ordnance safety hazard when operated in the normal survey mode, where the device is held at hip height." However, the Geonics EM-31-D should not be used with the boom on the ground if ordnance is "present".

When using the magnetometer or the EM-31-D, an EOD-qualified technician will conduct a surface sweep of the area to be surveyed to ensure that no surface ordnance or other hazards exist. The magnetometer is a passive instrument, therefore, no special ordnance safety precautions are required.

The following procedure will be used to ensure the safe operation of the EM-31-D during the geophysical survey:

a. The instrument will be turned on and calibrated off site.

b. Background readings will be taken off site and recorded in the field logbook.

c. The instrument will be turned off and taken to the first survey point.

d. The instrument will be placed on a stand or held at waist height (at least 1 meter off ground), turned on, and readings taken and recorded.

e. After all readings have been taken at the survey point, the instrument will be turned off, removed from the stand, and taken to the next survey point.

f. Steps c. and d. above will be repeated until all points have been surveyed.

g. The instrument will be turned off and taken off site, turned on, and background readings again taken.

h. The geophysical survey is now complete.

15.7 Miscellaneous Operations - due to the potential of UXO/CWA material being encountered during field activities, UXO support will be provided at all site locations. UXO support will be provided for any and all field activities that are in areas suspected to contain UXO and/or CWA. These areas also include those areas covered with water and creeks, canals, etc..

16.0 HAZARD CONTROL BRIEF

A Health and Safety Hazard Control Briefing will be conducted prior to the start of onsite activities. The briefing will be detailed and will cover the information contained in the SOP and the Health and Safety Plan. Refresher briefings will be conducted as necessary for specific or unique activities. New personnel assigned to the project will receive an in-depth briefing prior to starting work. The following information will be given during the briefing:

a. Overview of Task to be Performed

b. Overview of Hazards

- Unexploded Ordnance Hazards
- Chemical Warfare Agents
- Physical Hazards

c. Overview of Standard Work Practices

d. Overview of Training Requirements

e. Overview of Emergency Response Actions

f. Location of MSDSs

17.0 SECURITY

There are no special security requirements. Field activities under the CLEAN contract are unclassified and normal security measures apply in accordance with references (e) and (i). TtNUS personnel and their subcontractors will check in with the installation's security office and be badged for entry into the work areas.

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1.0 PURPOSE

This procedure discusses the methods used to collect surface, near surface, and subsurface soil samples. Additionally, it describes the method for sampling of test pits and trenches to determine subsurface soil and rock conditions, and recover small-volume or bulk samples.

2.0 SCOPE

This procedure is applicable to the collection of surface, near surface and subsurface soils for laboratory testing, which are exposed through hand digging, hand augering, drilling, or machine excavating at hazardous substance sites.

3.0 GLOSSARY

Composite Sample - A composite sample exists as a combination of more than one sample at various locations and/or depths and times, which is homogenized and treated as one sample. This type of sample is usually collected when determination of an average waste concentration for a specific area is required. Composite samples are not to be collected for volatile organics analysis.

Grab Sample - One sample collected at one location and at one specific time.

Non-Volatile Sample - A non-volatile sample includes all other chemical parameters (e.g., semivolatiles, pesticides/PCBs, metals, etc.) and those engineering parameters that do not require undisturbed soil for their analysis.

Hand Auger - A sampling device used to extract soil from the ground in a relatively undisturbed form.

Thin-Walled Tube Sampler - A thin-walled metal tube (also called a Shelby tube) used to recover relatively undisturbed soil samples. These tubes are available in various sizes, ranging from 2 to 5 inches outside diameter (OD) and from 18 to 54 inches in length.

Split-Barrel Sampler - A steel tube, split in half lengthwise, with the halves held together by threaded collars at either end of the tube. Also called a split-spoon sampler, this device can be driven into resistant materials using a drive weight mounted in the drilling string. A standard split-barrel sampler is typically available in two common lengths, providing either 20-inch or 26-inch longitudinal clearance for obtaining 18-inch or 24-inch-long samples, respectively. These split-barrel samplers commonly range in size from 2-inch OD to 3-1/2 inch OD. The larger sizes are commonly used when a larger volume of sample material is required.

Test Pit and Trench - Open, shallow excavations, typically rectangular (if a test pit) or longitudinal (if a trench), excavated to determine the shallow subsurface conditions for engineering, geological, and soil chemistry exploration and/or sampling purposes. These pits are excavated manually or by machine (e.g., backhoe, clamshell, trencher excavator, or bulldozer).

Confined Space - As stipulated in 29 CFR 1910.146, a confined space means a space that: 1) is large enough and so configured that an employee can bodily enter and perform assigned work; 2) has limited or restricted means for entry or exit (for example tanks, vessels, silos, storage bins, hoppers, vaults, and pits, and excavations are spaces that may have limited means of entry.); and 3) is not designed for continuous employee occupancy. TtNUS considers all confined space as permit-required confined spaces.

4.0 RESPONSIBILITIES

Project Manager - The Project Manager is responsible for determining sampling objectives, as well as, the field procedures used in the collection of soil samples. Additionally, in consultation with other project personnel (geologist, hydrogeologist, etc.), the Project Manager establishes the need for test pits or trenches, and determines their approximate locations and dimensions.

Site Safety Officer (SSO) - The SSO (or a qualified designee) is responsible for providing the technical support necessary to implement the project Health and Safety Plan. This will include (but not be limited to) performing air quality monitoring during sampling, boring and excavation activities, and to ensure that workers and offsite (downwind) individuals are not exposed to hazardous levels of airborne contaminants. The SSO/designee may also be required to advise the FOL on other safety-related matters regarding boring, excavation and sampling, such as mitigative measures to address potential hazards from unstable trench walls, puncturing of drums or other hazardous objects, etc.

Field Operations Leader (FOL) - The FOL is responsible for finalizing the location of surface, near surface, and subsurface (hand and machine borings, test pits/trenches) soil samples. He/she is ultimately responsible for the sampling and backfilling of boreholes, test pits and trenches, and for adherence to OSHA regulations during these operations.

Project Geologist/Sampler - The project geologist/sampler is responsible for the proper acquisition of soil samples and the completion of all required paperwork (i.e., sample log sheets, field notebook, boring logs, test pit logs, container labels, custody seals, and chain-of-custody forms).

Competent Person - A Competent Person, as defined in 29 CFR 1929.650 of Subpart P - Excavations, means one who is capable of identifying existing and predictable hazards in the surroundings, or working conditions which are unsanitary, hazardous, or dangerous to employees, and who has authorization to take prompt corrective measures to eliminate them.

5.0 PROCEDURES

5.1 Overview

Soil sampling is an important adjunct to groundwater monitoring. Sampling of the soil horizons above the groundwater table can detect contaminants before they have migrated into the water table, and can establish the amount of contamination sorbed on aquifer solids that have the potential of contributing to groundwater contamination.

Soil types can vary considerably on a hazardous waste site. These variations, along with vegetation, can affect the rate of contaminant migration through the soil. It is important, therefore, that a detailed record be maintained during the sampling operations, particularly noting the location, depth, and such characteristics as grain size, color, and odor. Subsurface conditions are often stable on a daily basis and may demonstrate only slight seasonal variation especially with respect to temperature, available oxygen and light penetration. Changes in any of these conditions can radically alter the rate of chemical reactions or the associated microbiological community, thus further altering specific site conditions. As a result, samples must be kept at their at-depth temperature or lower, protected from direct light, sealed tightly in approved glass containers, and be analyzed as soon as possible.

The physical properties of the soil, its grain size, cohesiveness, associated moisture, and such factors as depth to bedrock and water table, will limit the depth from which samples can be collected and the method required to collect them. Often this information on soil properties can be obtained from published soil surveys available through the U.S. Geological Surveys and other government or farm agencies. It is the intent of this procedure to present the most commonly employed soil sampling methods used at hazardous waste sites.

5.2 Soil Sample Collection

5.2.1 Procedure for Collecting Soil Samples for Volatile Organic Compounds

The above described traditional sampling techniques, used for the collection of soil samples for volatile organic analysis, have recently been evaluated by the scientific community and determined to be ineffective in producing accurate results (biased low) due to the loss of volatile organics in the sampling stages and microbial degradation of aromatic volatiles. One of the newly adopted sampling procedures for collecting soil samples includes the field preservation of samples with methanol or sodium bisulfate to minimize volatilization and biodegradation. These preservation methods may be performed either in the field or laboratory, depending on the sampling methodology employed.

Soil samples to be preserved by the laboratory are currently being performed using method SW-846, 5035. Laboratories are currently performing low level analyses (sodium bisulfate preservation) and high level analyses (methanol preservation) depending on the end users needs.

It should be noted that a major disadvantage of the methanol preservation method is that the laboratory reporting limits will be higher than conventional testing. The reporting levels using the new method for most analytes are 0.5 µg/g for GC/MS and 0.05 µg/g for GC methods.

The alternative preservation method for collecting soil samples is with sodium bisulfate. This method is more complex to perform in the field and therefore is not preferred for field crews. It should also be noted that currently, not all laboratories have the capabilities to perform this analysis. The advantage to this method is that the reporting limits (0.001 µg/g for GC/PID or GC/ELCD, or 0.010 for GC/MS) are lower than those described above.

The following procedures outline the necessary steps for collecting soil samples to be preserved at the laboratory, and for collecting soil samples to be preserved in the field with methanol or sodium bisulfate.

5.2.1.1 Soil Samples to be Preserved at the Laboratory

Soil samples collected for volatile organics that are to be preserved at the laboratory will be obtained using a hermetically sealed sample vial such as an EnCore™ sampler. Each sample will be obtained using a reusable sampling handle provided with the EnCore™ sampler. The sample is collected by pushing the EnCore™ sampler directly into the soil, ensuring that the sampler is packed tight with soil, leaving zero headspace. Using this type of sampling device eliminates the need for field preservation and the shipping restrictions associated with preservatives.

Once the sample is collected, it should be placed on ice immediately and shipped to the laboratory within 48 hours (following the chain-of-custody and documentation procedures outlined in SOP SA-6.1). Samples must be preserved by the laboratory within 48 hours of sample collection.

If the lower detection limits are necessary, an option would be to collect several EnCore™ samplers at a given sample location. Send all samplers to the laboratory and the laboratory can perform the required preservation and analyses.

5.2.1.2 Soil Samples to be Preserved in the Field

Soil samples preserved in the field may be prepared for analyses using both the low-level (sodium bisulfate preservation) method and medium-level (methanol preservation) method.

Methanol Preservation (Medium Level):

Soil samples to be preserved in the field with methanol will utilize 40-60 mL glass vials with septum lids. Each sample bottle will be filled with 25 mL of demonstrated analyte-free purge and trap grade methanol. Bottles may be prespiked with methanol in the laboratory or prepared in the field.

Soil will be collected with the use of a decontaminated (or disposable), small-diameter coring device such as a disposable tube/plunger-type syringe with the tip cut off. The outside diameter of the coring device must be smaller than the inside diameter of the sample bottle neck.

A small electronic balance or manual scale will be necessary for measuring the volume of soil to be added to the methanol preserved sample bottle. Calibration of the scale should be performed prior to use and intermittently throughout the day according to the manufacturers requirements.

The sample should be collected by pulling the plunger back and inserting the syringe into the soil to be sampled. The top several inches of soil should be removed before collecting the sample. Approximately 10 grams $\pm$2g (8-12 grams) of soil should be collected. The sample should be weighed and adjusted until obtaining the required amount of sample. The sample weight should be recorded to the nearest 0.01 gram in the field logbook and/or sample log sheet. The soil should then be extruded into the methanol preserved sample bottle taking care not to contact the sample container with the syringe. The threads of the bottle and cap must be free of soil particles.

After capping the bottle, swirl the sample (do not shake) in the methanol and break up the soil such that all of the soil is covered with methanol. Place the sample on ice immediately and prepare for shipment to the laboratory as described in SOP SA-6.1.

Sodium Bisulfate Preservation (Low Level):

Samples to be preserved using the sodium bisulfate method are to be prepared as follows:

Add 1 gram of sodium bisulfate to 5 mL of laboratory grade deionized water in a 40-60 mL glass vial with septum lid. Bottles may be prespiked in the laboratory or prepared in the field. The soil sample should be collected in a manner as described above and added to the sample container. The sample should be weighed to nearest 0.01 gram as described above and recorded in field logbook or sample log sheet.

Care should be taken when adding the soil to the sodium bisulfate solution. A chemical reaction of soils containing carbonates (limestone) may cause the sample to effervesce or the vial to possibly explode.

When preparing samples using the sodium bisulfate preservation method, duplicate samples must be collected using the methanol preservation method on a one for one sample basis. The reason for this is because it is necessary for the laboratory to perform both the low level and medium level analyses. Place the sample on ice immediately and prepare for shipment to the laboratory as described in SOP SA-6.1.

If the lower detection limits are necessary, an option to field preserving with sodium bisulfate would be to collect 3 EnCore™ samplers at a given sample location. Send all samplers to the laboratory and the laboratory can perform the required preservation and analyses.

5.2.2 Procedure for Collecting Non-Volatile Soil Samples

Non-volatile soil samples may be collected as either grab or composite samples. The non-volatile soil sample is thoroughly mixed in a stainless steel or disposable, inert plastic tray, using a stainless steel trowel or other approved tool, then transferred into the appropriate sample container(s). Head space is permitted in a non-volatile soil sample container to allow for sample expansion.

5.2.3 Procedure for Collecting Undisturbed Soil Samples (ASTM D1587-83)

When it is necessary to acquire undisturbed samples of soil for purposes of engineering parameter analysis (e.g., permeability), a thin-walled, seamless tube sampler (Shelby tube) will be employed. The following method will be used:

1. Remove all surface debris (e.g., vegetation, roots, twigs, etc.) from the specific sampling location and drill and clean out the borehole to the sampling depth, being careful to minimize the chance for disturbance of the material to be sampled. In saturated material, withdraw the drill bit slowly to prevent loosening of the soil around the borehole and to maintain the water level in the hole at or above groundwater level.

2. The use of bottom discharge bits or jetting through an open-tube sampler to clean out the borehole shall not be allowed. Use of any side-discharge bits is permitted.

3. A stationary piston-type sampler may be required to limit sample disturbance and aid in retaining the sample. Either the hydraulically operated or control rod activated-type of stationary piston sampler may be used. Prior to inserting the tube sampler into the borehole, check to ensure that the sampler head contains a check valve. The check valve is necessary to keep water in the rods from pushing the sample out the tube sampler during sample withdrawal and to maintain a suction within the tube to help retain the sample.

4. To minimize chemical reaction between the sample and the sampling tube, brass tubes may be required, especially if the tube is stored for an extended time prior to testing. While steel tubes coated with shellac are less expensive than brass, they're more reactive, and shall only be used when the sample will be tested within a few days after sampling or if chemical reaction is not anticipated. With the sampling tube resting on the bottom of the hole and the water level in the boring at groundwater level or above, push the tube into the soil by a continuous and rapid motion, without impacting or twisting. In no case shall the tube be pushed farther than the length provided for the soil sample. Allow about 3 inches in the tube for cuttings and sludge.

5. Upon removal of the sampling tube from the hole, measure the length of sample in the tube and also the length penetrated. Remove disturbed material in the upper end of the tube and measure the length of sample again. After removing at least an inch of soil from the lower end and after inserting an impervious disk, seal both ends of the tube with at least a 1/2-inch thickness of wax applied in a way that will prevent the wax from entering the sample. Clean filler must be placed in voids at either end of the tube prior to sealing with wax. Place plastic caps on the ends of the sample tube, tape the caps in place, and dip the ends in wax.

6. Affix label(s) to the tube as required and record sample number, depth, penetration, and recovery length on the label. Mark the "up" direction on the side of the tube with indelible ink, and mark the end of the sample. Complete Chain-of-Custody and other required forms (see SOP SA-6.3). Do not allow tubes to freeze, and store the samples vertically with the same orientation they had in the

ground, (i.e., top of sample is up) in a cool place out of the sun at all times. Ship samples protected with suitable resilient packing material to reduce shock, vibration, and disturbance.

Thin-walled undisturbed tube samplers are restricted in their usage by the consistency of the soil to be sampled. Often, very loose and/or wet samples cannot be retrieved by the samplers, and soils with a consistency in excess of very stiff cannot be penetrated by the sampler. Devices such as Dennison or Pitcher core samplers can be used to obtain undisturbed samples of stiff soils. Using these devices normally increases sampling costs, and therefore their use shall be weighed against the need for acquiring an undisturbed sample.

5.3 Surface Soil Sampling

The simplest, most direct method of collecting surface soil samples (most commonly collected to a depth of 6 inches) for subsequent analysis is by use of a stainless steel trowel. Surface soils are considered 0-12 inches bgs.

In general, the following equipment is necessary for obtaining surface soil samples:

- Stainless steel or pre-cleaned disposable trowel.
- Real-time air monitoring instrument (e.g., PID, FID, etc.).
- Latex gloves.
- Required Personal Protective Equipment (PPE).
- Required paperwork.
- Required decontamination equipment.
- Required sample container(s).
- Wooden stakes or pin flags.
- Sealable polyethylene bags (i.e., Ziploc® baggies).
- Heavy duty cooler.
- Ice (if required) double-bagged in sealable polyethylene bags.
- Chain-of-custody records and custody seals.

When acquiring surface soil samples, the following procedure shall be used:

1. Carefully remove vegetation, roots, twigs, litter, etc., to expose an adequate soil surface area to accommodate sample volume requirements.

2. Using a decontaminated stainless steel trowel, follow the procedure cited in Section 5.2.1 for collecting a volatile soil sample. Surface soil samples for volatile organic analysis should be collected from 6-12 inches bgs only.

3. Thoroughly mix (in-situ) a sufficient amount of soil to fill the remaining sample containers and transfer the sample into those containers utilizing the same stainless steel trowel employed above. Cap and securely tighten all sample containers.

4. Affix a sample label to each container. Be sure to fill out each label carefully and clearly, addressing all the categories described in SOP SA-6.3.

5. Proceed with the handling and processing of each sample container as described in SOP SA-6.2.

5.4 Near-Surface Soil Sampling

Collection of samples from near the surface (depth of 6-18 inches) can be accomplished with tools such as shovels and stainless steel or pre-cleaned disposable trowels.

The following equipment is necessary to collect near surface soil samples:

- Clean shovel.
- The equipment listed under Section 5.3 of this procedure.
- Hand auger.

To obtain near-surface soil samples, the following protocol shall be observed:

1. With a clean shovel, make a series of vertical cuts to the depth required in the soil to form a square approximately 1 foot by 1 foot.

2. Lever out the formed plug and scrape the bottom of the freshly dug hole with a decontaminated stainless steel or pre-cleaned disposable trowel to remove any loose soil.

3. Follow steps 2 through 5 listed under Section 5.3 of this procedure.

5.5 Subsurface Soil Sampling With a Hand Auger

A hand augering system generally consists of a variety of all stainless steel bucket bits (i.e., cylinders 6-1/2" long, and 2-3/4", 3-1/4", and 4" in diameter), a series of extension rods (available in 2', 3', 4' and 5' lengths), and a cross handle. A larger diameter bucket bit is commonly used to bore a hole to the desired sampling depth and then withdrawn. In turn, the larger diameter bit is replaced with a smaller diameter bit, lowered down the hole, and slowly turned into the soil at the completion depth (approximately 6"). The apparatus is then withdrawn and the soil sample collected.

The hand auger can be used in a wide variety of soil conditions. It can be used to sample soil both from the surface, or to depths in excess of 12 feet. However, the presence of rock layers and the collapse of the borehole normally contribute to its limiting factors.

To accomplish soil sampling using a hand augering system, the following equipment is required:

- Complete hand auger assembly (variety of bucket bit sizes).
- Stainless steel mixing bowls.
- The equipment listed under Section 5.3 of this procedure.

To obtain soil samples using a hand auger, the following procedure shall be followed:

1. Attach a properly decontaminated bucket bit to a clean extension rod and further attach the cross handle to the extension rod.

2. Clear the area to be sampled of any surface debris (vegetation, twigs, rocks, litter, etc.).

3. Begin augering (periodically removing accumulated soils from the bucket bit) and add additional rod extensions as necessary. Also, note (in a field notebook or on standardized data sheets) any changes in the color, texture or odor of the soil.

4. After reaching the desired depth, slowly and carefully withdraw the apparatus from the borehole.

5. Remove the soiled bucket bit from the rod extension and replace it with another properly decontaminated bucket bit. The bucket bit used for sampling is commonly smaller in diameter than the bucket bit employed to initiate the borehole.

6. Carefully lower the apparatus down the borehole. Care must be taken to avoid scraping the borehole sides.

7. Slowly turn the apparatus until the bucket bit is advanced approximately 6 inches.

8. Discard the top of the core (approximately 1"), which represents any loose material collected by the bucket bit before penetrating the sample material.

9. Fill volatile sample container(s), using a properly decontaminated stainless steel trowel, with sample material directly from the bucket bit. Refer to Section 5.2.1 of this procedure.

10. Utilizing the above trowel, remove the remaining sample material from the bucket bit and place into a properly decontaminated stainless steel mixing bowl and thoroughly homogenize the sample material prior to filling the remaining sample containers. Refer to Section 5.2.2 of this procedure.

11. Follow steps 4 and 5 listed under Section 5.3 of this procedure.

5.6 Subsurface Soil Sampling With a Split-Barrel Sampler (ASTM D1586-84)

Split-barrel (split-spoon) samplers consist of a heavy carbon steel or stainless steel sampling tube that can be split into two equal halves to reveal the soil sample (see Attachment A). A drive head is attached to the upper end of the tube and serves as a point of attachment for the drill rod. A removable tapered nosepiece/drive shoe attaches to the lower end of the tube and facilitates cutting. A basket-like sample retainer can be fitted to the lower end of the split tube to hold loose, dry soil samples in the tube when the sampler is removed from the drill hole. This split-barrel sampler is made to be attached to a drill rod and forced into the ground by means of a 140-lb. or larger casing driver.

Split-barrel samplers are used to collect soil samples from a wide variety of soil types and from depths greater than those attainable with other soil sampling equipment.

The following equipment is used for obtaining split-barrel samples:

- Drilling equipment (provided by subcontractor).
- Split-barrel samplers (O.D. 2 inches, I.D. 1-3/8 inches, either 20 inches or 26 inches long); Larger O.D. samplers are available if a larger volume of sample is needed.
- Drive weight assembly, 140-lb. weight, driving head and guide permitting free fall of 30 inches.
- Stainless steel mixing bowls.
- Equipment listed under Section 5.3 of this procedure.

The following steps shall be followed to obtain split-barrel samples:

1. Remove the drive head and nosepiece, and open the sampler to reveal the soil sample. Immediately scan the sample core with a real-time air monitoring instrument (e.g., FID, PID, etc.). Carefully separate the soil core, with a decontaminated stainless steel knife or trowel, at about 6-inch intervals while scanning the center of the core for elevated readings. Also scan stained soil, soil lenses, and anomalies (if present), and record readings.

2. Collect the volatile sample from the center of the core where elevated readings occurred. If no elevated readings where encountered the sample material should still be collected from the core's center (this area represents the least disturbed area with minimal atmospheric contact). Refer to Section 5.2.1 of this procedure.

3. Using the same trowel, remove remaining sample material from the split-barrel sampler (except for the small portion of disturbed soil usually found at the top of the core sample) and place the soil into a decontaminated stainless steel mixing bowl. Thoroughly homogenize the sample material prior to filling the remaining sample containers. Refer to Section 5.2.2 of this procedure.

4. Follow steps 4 and 5 listed under Section 5.3 of this procedure.

5.7 Subsurface Sol Sampling Using Direct Push Technology

Subsurface soil samples can be collected to depths of 40+ feet using direct push technology (DPT). DPT equipment, responsibilities, and procedures are described in SOP SA-2.5.

5.8 Excavation and Sampling of Test Pits and Trenches

5.8.1 Applicability

This subsection presents routine test pit or trench excavation techniques and specialized techniques that are applicable under certain conditions.

During the excavation of trenches or pits at hazardous waste sites, several health and safety concerns arise which control the method of excavation. No personnel shall enter any test pit or excavation except as a last resort, and then only under direct supervision of a Competent Person (as defined in 29 CFR 1929.650 of Subpart P - Excavations). Whenever possible, all required chemical and lithological samples should be collected using the excavator bucket or other remote sampling apparatus. If entrance is still required, all test pits or excavations must be stabilized by bracing the pit sides using specifically designed wooden or steel support structures. Personnel entering the excavation may be exposed to toxic or explosive gases and oxygen-deficient environments. Any entry may constitute a Confined Space and must be done in conformance with all applicable regulations. In these cases, substantial air monitoring is required before entry, and appropriate respiratory gear and protective clothing is mandatory. There must be at least two persons present at the immediate site before entry by one of the investigators. The reader shall refer to OSHA regulations 29 CFR 1926, 29 CFR 1910.120, 29 CFR 1910.134, AND 29 CFR 1910.146.

Excavations are generally not practical where a depth of more than about 15 feet is desired, and they are usually limited to a few feet below the water table. In some cases, a pumping system may be required to control water levels within the pit, providing that pumped water can be adequately stored or disposed. If data on soils at depths greater than 15 feet are required, the data are usually obtained through test borings instead of test pits.

In addition, hazardous wastes may be brought to the surface by excavation equipment. This material, whether removed from the site or returned to the subsurface, must be properly handled according to any and all applicable federal, state, and local regulations.

5.8.2 Test Pit and Trench Excavation

These procedures describe the methods for excavating and logging test pits and trenches excavated to determine subsurface soil and rock conditions. Test pit operations shall be logged and documented as described in SOP SA-6.3.

Test pits and trenches may be excavated by hand or by power equipment to permit detailed description of the nature and contamination of the in-situ materials. The size of the excavation will depend primarily on the following:

- The purpose and extent of the exploration.
- The space required for efficient excavation.
- The chemicals of concern.
- The economics and efficiency of available equipment.

Test pits normally have a cross section that is 4 to 10 feet square; test trenches are usually 3 to 6 feet wide and may be extended for any length required to reveal conditions along a specific line. The following table, which is based on equipment efficiencies, gives a rough guide for design consideration:

Equipment	Typical Widths, in Feet
Trenching machine	2
Backhoe	2-6
Track dozer	10
Track loader	10
Excavator	10
Scraper	20

The lateral limits of excavation of trenches and the position of test pits shall be carefully marked on area base maps. If precise positioning is required to indicate the location of highly hazardous waste materials, nearby utilities, or dangerous conditions, the limits of the excavation shall be surveyed. Also, if precise determination of the depth of buried materials is needed for design or environmental assessment purposes, the elevation of the ground surface at the test pit or trench location shall also be determined by survey. If the test pit/trench will not be surveyed immediately, it shall be backfilled and its position identified with stakes placed in the ground at the margin of the excavation for later surveying.

The construction of test pits and trenches shall be planned and designed in advance as much as possible. However, field conditions may necessitate revisions to the initial plans. The final depth and construction method shall be determined by the field geologist. The actual layout of each test pit, temporary staging area, and spoils pile will be predicated based on site conditions and wind direction at the time the test pit is made. Prior to excavation, the area can be surveyed by magnetometer or metal detector to identify the presence of underground utilities or drums.

As mentioned previously, no personnel shall enter any test pit or excavation except as a last resort, and then only under direct supervision of a Competent Person. If entrance is still required, Occupational Safety and Health Administration (OSHA) requirements must be met (e.g., walls must be braced with wooden or steel braces, ladders must be in the hole at all times, and a temporary guardrail must be placed along the surface of the hole before entry). It is emphasized that the project data needs should be structured such that required samples can be collected without requiring entrance into the excavation. For example, samples of leachate, groundwater, or sidewall soils can be taken with telescoping poles, etc.

Dewatering may be required to assure the stability of the side walls, to prevent the bottom of the pit from heaving, and to keep the excavation dry. This is an important consideration for excavations in cohesionless material below the groundwater table. Liquids removed as a result of dewatering operations must be handled as potentially contaminated materials. Procedures for the collection and disposal of such materials should be discussed in the site-specific project plans.

5.8.3 Sampling In Test Pits and Trenches

5.8.3.1 General

Test pits and trenches are usually logged as they are excavated. Records of each test pit/trench will be made as described in SOP SA-6.3. These records include plan and profile sketches of the test pit/trench showing materials encountered, their depth and distribution in the pit/trench, and sample locations. These records also include safety and sample screening information.

Entry of test pits by personnel is extremely dangerous, shall be avoided unless absolutely necessary, and can occur only after all applicable Health and Safety and OSHA requirements have been met.

The final depth and type of samples obtained from each test pit will be determined at the time the test pit is excavated. Sufficient samples are usually obtained and analyzed to quantify contaminant distribution as a function of depth for each test pit. Additional samples of each waste phase and any fluids encountered in each test pit may also be collected.

In some cases, samples of soil may be extracted from the test pit for reasons other than waste sampling and chemical analysis, for instance, to obtain geotechnical information. Such information would include soil types, stratigraphy, strength, etc., and could therefore entail the collection of disturbed (grab or bulk) or relatively undisturbed (hand-carved or pushed/driven) samples, which can be tested for geotechnical properties. The purposes of such explorations are very similar to those of shallow exploratory or test borings, but often test pits offer a faster, more cost-effective method of sampling than installing borings.

5.8.3.2 Sampling Equipment

The following equipment is needed for obtaining samples for chemical or geotechnical analysis from test pits and trenches:

- Backhoe or other excavating machinery.
- Shovels, picks and hand augers, stainless steel trowels.
- Sample container - bucket with locking lid for large samples; appropriate bottleware for chemical or geotechnical analysis samples.
- Polyethylene bags for enclosing sample containers; buckets.

- Remote sampler consisting of 10-foot sections of steel conduit (1-inch-diameter), hose clamps and right angle adapter for conduit (see Attachment B).

5.8.3.3 Sampling Methods

The methods discussed in this section refer to test pit sampling from grade level. If test pit entry is required, see Section 5.7.3.4.

- Excavate trench or pit in several depth increments. After each increment, the operator will wait while the sampler inspects the test pit from grade level to decide if conditions are appropriate for sampling. (Monitoring of volatiles by the SSO will also be used to evaluate the need for sampling.) Practical depth increments range from 2 to 4 feet.
- The backhoe operator, who will have the best view of the test pit, will immediately cease digging if:
- Any fluid phase or groundwater seepage is encountered in the test pit.
- Any drums, other potential waste containers, obstructions or utility lines are encountered.
- Distinct changes of material are encountered.

This action is necessary to permit proper sampling of the test pit and to prevent a breach of safety protocol. Depending upon the conditions encountered, it may be required to excavate more slowly and carefully with the backhoe.

For obtaining test pit samples from grade level, the following procedure shall be followed:

- Remove loose material to the greatest extent possible with backhoe.
- Secure walls of pit if necessary. (There is seldom any need to enter a pit or trench which would justify the expense of shoring the walls. All observations and samples should be taken from the ground surface.)
- Samples of the test pit material are to be obtained either directly from the backhoe bucket or from the material once it has been deposited on the ground. The sampler or Field Operations Leader directs the backhoe operator to remove material from the selected depth or location within the test pit/trench. The bucket is brought to the surface and moved away from the pit. The sampler and/or SSO then approaches the bucket and monitors its contents with a photoionization or flame ionization detector. The sample is collected from the center of the bucket or pile and placed in sample containers using a decontaminated stainless steel trowel or spatula.
- If a composite sample is desired, several depths or locations within the pit/trench are selected and a bucket is filled from each area. It is preferable to send individual sample bottles filled from each bucket to the laboratory for compositing under the more controlled laboratory conditions. However, if compositing in the field is required, each sample container shall be filled from materials that have been transferred into a mixing bucket and homogenized. Note that homogenization/compositing is not applicable for samples to be subjected to volatile organic analysis.
- Using the remote sampler shown in Attachment B, samples can be taken at the desired depth from the side wall or bottom of the pit. The face of the pit/trench shall first be scraped (using a long-

handled shovel or hoe) to remove the smeared zone that has contacted the backhoe bucket. The sample shall then be collected directly into the sample jar, by scraping with the jar edge, eliminating the need to utilize samplers and minimizing the likelihood of cross-contamination. The sample jar is then capped, removed from the assembly, and packaged for shipment.

- Complete documentation as described in SOP SA-6.3.

5.8.3.4 In-Pit Sampling

Under rare conditions, personnel may be required to enter the test pit/trench. This is necessary only when soil conditions preclude obtaining suitable samples from the backhoe bucket (e.g., excessive mixing of soils or wastes within the test pit/trench) or when samples from relatively small discrete zones within the test pit are required. This approach may also be necessary to sample any seepage occurring at discrete levels or zones in the test pit that are not accessible with remote samplers.

In general, personnel shall sample and log pits and trenches from the ground surface, except as provided for by the following criteria:

- There is no practical alternative means of obtaining such data.

- The Site Safety Officer and Competent Person determines that such action can be accomplished without breaching site safety protocol. This determination will be based on actual monitoring of the pit/trench after it is dug (including, at a minimum, measurements of volatile organics, explosive gases and available oxygen).

- A Company-designated Competent Person determines that the pit/trench is stable or is made stable (by grading the sidewalls or using shoring) prior to entrance of any personnel. OSHA requirements must be strictly observed.

If these conditions are satisfied, one person will enter the pit/trench. On potentially hazardous waste sites, this individual will be dressed in safety gear as required by the conditions in the pit, usually Level B. He/she will be affixed to a safety rope and continuously monitored while in the pit.

A second individual will be fully dressed in protective clothing including a self-contained breathing device and on standby during all pit entry operations. The individual entering the pit will remain therein for as brief a period as practical, commensurate with performance of his/her work. After removing the smeared zone, samples shall be obtained with a decontaminated trowel or spoon. As an added precaution, it is advisable to keep the backhoe bucket in the test pit when personnel are working below grade. Such personnel can either stand in or near the bucket while performing sample operations. In the event of a cave-in they can either be lifted clear in the bucket, or at least climb up on the backhoe arm to reach safety.

5.8.3.5 Geotechnical Sampling

In addition to the equipment described in Section 5.7.3.2, the following equipment is needed for geotechnical sampling:

- Soil sampling equipment, similar to that used in shallow drilled boring (i.e., open tube samplers), which can be pushed or driven into the floor of the test pit.

- Suitable driving (i.e., a sledge hammer) or pushing (i.e., the backhoe bucket) equipment which is used to advance the sampler into the soil.

- Knives, spatulas, and other suitable devices for trimming hand-carved samples.

- Suitable containers (bags, jars, tubes, boxes, etc.), labels, wax, etc. for holding and safely transporting collected soil samples.

- Geotechnical equipment (pocket penetrometer, torvane, etc.) for field testing collected soil samples for classification and strength properties.

Disturbed grab or bulk geotechnical soil samples may be collected for most soils in the same manner as comparable soil samples for chemical analysis. These collected samples may be stored in jars or plastic-lined sacks (larger samples), which will preserve their moisture content. Smaller samples of this type are usually tested for their index properties to aid in soil identification and classification, while larger bulk samples are usually required to perform compaction tests.

Relatively undisturbed samples are usually extracted in cohesive soils using open tube samplers, and such samples are then tested in a geotechnical laboratory for their strength, permeability and/or compressibility. The techniques for extracting and preserving such samples are similar to those used in performing Shelby tube sampling in borings, except that the sampler is advanced by hand or backhoe, rather than by a drill rig. Also, the sampler may be extracted from the test pit by excavation around the sampler when it is difficult to pull it out of the ground. If this excavation requires entry of the test pit, the requirements described in Section 5.7.3.4 of this procedure must be followed. The open tube sampler shall be pushed or driven <u>vertically</u> into the floor or steps excavated in the test pit at the desired sampling elevations. Extracting tube samples horizontally from the walls of the test pit is not appropriate, because the sample will not have the correct orientation.

A sledge hammer or the backhoe may be used to drive or push the sampler or tube into the ground. Place a piece of wood over the top of the sampler or sampling tube to prevent damage during driving/pushing of the sample. Pushing the sampler with a constant thrust is always preferable to driving it with repeated blows, thus minimizing disturbance to the sample. If the sample cannot be extracted by rotating it at least two revolutions (to shear off the sample at the bottom), hand-excavate to remove the soil from around the sides of the sampler. If hand-excavation requires entry of the test pit, the requirements in Section 5.7.3.4 of this procedure must be followed. Prepare, label, pack and transport the sample in the required manner, as described in SOP SA-6.3.

5.8.4 Backfilling of Trenches and Test Pits

All test pits and excavations must be either backfilled, covered, or otherwise protected at the end of each day. No excavations shall remain open during non-working hours unless adequately covered or otherwise protected.

Before backfilling, the onsite crew shall photograph all significant features exposed by the test pit and trench and shall include in the photograph a scale to show dimensions. Photographs of test pits shall be marked to include site number, test pit number, depth, description of feature, and date of photograph. In addition, a geologic description of each photograph shall be entered in the site logbook. All photographs shall be indexed and maintained as part of the project file for future reference.

After inspection, backfill material shall be returned to the pit under the direction of the FOL.

If a low permeability layer is penetrated (resulting in groundwater flow from an upper contaminated flow zone into a lower uncontaminated flow zone), backfill material must represent original conditions or be impermeable. Backfill could consist of a soil-bentonite mix prepared in a proportion specified by the FOL (representing a permeability equal to or less than original conditions). Backfill can be covered by "clean" soil and graded to the original land contour. Revegetation of the disturbed area may also be required.

5.9 Records

The appropriate sample log sheet (see SOP SA-6.3; Field Documentation) must be completed by the site geologist/sampler. All soil sampling locations must be documented by tying in the location of two or more nearby permanent landmarks (building, telephone pole, fence, etc.) and shall be noted on the appropriate sample log sheet, site map, or field notebook. Surveying may also be necessary, depending on the project requirements.

Test pit logs (see SOP SA-6.3; Field Documentation) shall contain a sketch of pit conditions. In addition, at least one photograph with a scale for comparison shall be taken of each pit. Included in the photograph shall be a card showing the test pit number. Boreholes, test pits and trenches shall be logged by the field geologist in accordance with SOP GH-1.5.

Other data to be recorded in the field logbook include the following:

- Name and location of job.
- Date of boring and excavation.
- Approximate surface elevation.
- Total depth of boring and excavation.
- Dimensions of pit.
- Method of sample acquisition.
- Type and size of samples.
- Soil and rock descriptions.
- Photographs.
- Groundwater levels.
- Organic gas or methane levels.
- Other pertinent information, such as waste material encountered.

6.0 REFERENCES

American Society for Testing and Materials, 1987. ASTM Standards D1587-83 and D1586-84. ASTM Annual Book of Standards. ASTM. Philadelphia, Pennsylvania. Volume 4.08.

NUS Corporation, 1986. Hazardous Material Handling Training Manual.

NUS Corporation and CH2M Hill, August, 1987. Compendium of Field Operation Methods. Prepared for the U.S. EPA.

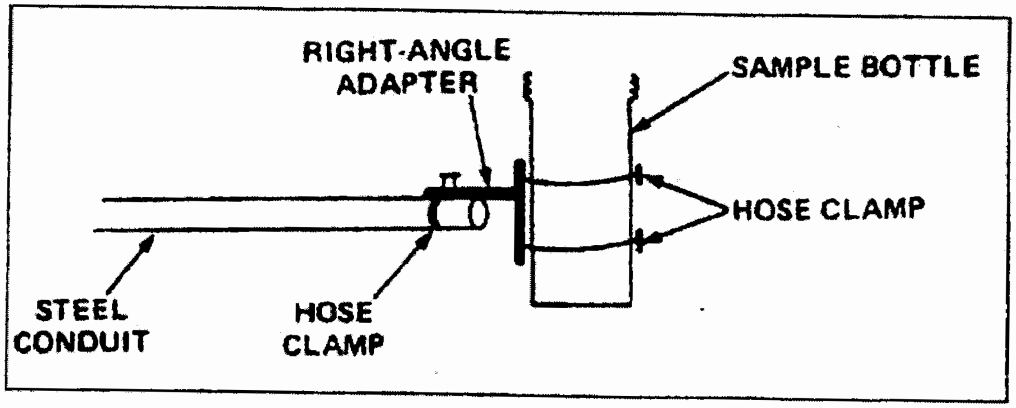
OSHA, Excavation, Trenching and Shoring 29 CFR 1926.650-653.

OSHA, Confined Space Entry 29 CFR 1910.146.

A = 1.0 to 2.0 in. (25 to 50 mm)
B = 18.0 to 30.0 in. (0.457 to 0.762 m)
C = 1.375 ± 0.005 in. (34.93 ± 0.13 mm)
D = 1.50 ± 0.05 − 0.00 in. (38.1 ± 1.3 − 0.0 mm)
E = 0.10 ± 0.02 in. (2.54 ± 0.25 mm)
F = 2.00 ± 0.05 − 0.00 in. (50.8 ± 1.3 − 0.0 mm)
G = 16.0° to 23.0°

The 1½ in. (38 mm) inside diameter split barrel may be used with a 16-gage wall thickness split liner. The penetrating end of the drive shoe may be slightly rounded. Metal or plastic retainers may be used to retain soil samples.

ATTACHMENT B
REMOTE SAMPLE HOLDER FOR TEST PIT/TRENCH SAMPLING



TETRA TECH NUS, INC.	STANDARD OPERATING PROCEDURES	Number SA-6.1	Page 1 of 24
		Effective Date 03/00	Revision 1
		Applicability Tetra Tech NUS, Inc.	
		Prepared Earth Sciences Department	
Subject NON-RADIOLOGICAL SAMPLE HANDLING		Approved D. Senovich	

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1.0 PURPOSE

The purpose of this Standard Operating Procedure (SOP) is to provide information on sample preservation, packaging, and shipping procedures to be used in handling environmental samples submitted for chemical constituent, biological, or geotechnical analysis. Sample chain-of-custody procedures and other aspects of field documentation are addressed in SOP SA-6.3. Sample identification is addressed in SOP CT-04.

2.0 SCOPE

This procedure:

- Describes the appropriate containers to be used for samples depending on the analyses to be performed, and the steps necessary to preserve the samples when shipped off site for chemical analysis.
- Provides instruction for sample packaging and shipping in accordance with current U.S. Department of Transportation (DOT) and International Air Transportation Association (IATA) regulations. IATA regulates transportation of hazardous materials by air (which is the mode of transportation used for shipping nearly all samples derived during TtNUS projects).

3.0 GLOSSARY

Hazardous Material - A substance or material which has been determined by the Secretary of Transportation to be capable of posing an unreasonable risk to health, safety, and property when transported in commerce, and which has been so designated. Under 49 CFR, the term includes hazardous substances, hazardous wastes, marine pollutants, and elevated temperature materials, as well as materials designated as hazardous under the provisions of §172.101 and §172.102 and materials that meet the defining criteria for hazard classes and divisions in Part 173. With slight modifications, IATA has adopted DOT "hazardous materials" as IATA "Dangerous Goods."

Hazardous Waste - Any substance listed in 40 CFR, Subpart D (y261.30 et seq.), or otherwise characterized as ignitable, corrosive, reactive, or toxic (as defined by Toxicity Characteristic Leaching Procedure, TCLP, analysis) as specified under 40 CFR, Subpart C (y261.20 et seq.), that would be subject to manifest requirements specified in 40 CFR 262. Such substances are defined and regulated by EPA.

Marking - A descriptive name, identification number, instructions, cautions, weight, specification or UN marks, or combination thereof required on outer packaging of hazardous materials.

n.o.i - Not otherwise indicated (may be used interchangeably with n.o.s.).

n.o.s. - Not otherwise specified.

ORM - Other regulated material (see DOT 49 CFR 173.144).

Packaging - A receptacle and any other components or materials necessary for compliance with the minimum packaging requirements of 49 CFR 174, including containers (other than freight containers or overpacks), portable tanks, cargo tanks, tank cars, and multi-unit tank-car tanks to perform a containment function in conformance with the minimum packaging requirements of 49 CFR 173.24(a) & (b).

Placard - Color-coded, pictorial sign which depicts the hazard class symbol and name and which is placed on the side of a vehicle transporting certain hazardous materials.

Common Preservatives:

- Hydrochloric Acid - HCl
- Sulfuric Acid - H_2SO_4
- Nitric Acid - HNO_3
- Sodium Hydroxide - NaOH

Other Preservatives

- Zinc Acetate
- Sodium Thiosulfate - $Na_2S_2O_3$

Normality (N) - Concentration of a solution expressed as equivalent per liter, an equivalent being the amount of a substance containing 1 gram-atom of replaceable hydrogen or its equivalent.

Reportable Quantity (RQ) - For the purposes of this SOP, means the quantity specified in column 3 of the Appendix to DOT 49 CFR §172.101 for any material identified in column 1 of the appendix. A spill greater than the amount specified must be reported to the National Response Center.

Sample - A sample is physical evidence collected from a facility or the environment, which is representative of conditions at the location and time of collection.

4.0 RESPONSIBILITIES

Field Operations Leader - Directly responsible for the bottling, preservation, labeling, packaging, shipping, and custody of samples up to and including release to the shipper.

Field Samplers - Responsible for initiating the Chain-of-Custody Record (per SOP SA-6.3), implementing the packaging and shipping requirements, and maintaining custody of samples until they are relinquished to another custodian or to the shipper.

5.0 PROCEDURES

Sample identification, labeling, documentation, and chain-of-custody are addressed by SOP SA-6.3.

5.1 Sample Containers

Different types of chemicals react differently with sample containers made of various materials. For example, trace metals adsorb more strongly to glass than to plastic, whereas many organic chemicals may dissolve various types of plastic containers. Attachments A and B show proper containers (as well as other information) per 40 CFR 136. In general, the sample container shall allow approximately 5-10 percent air space ("ullage") to allow for expansion/vaporization if the sample warms during transport. However, for collection of volatile organic compounds, head space shall be omitted. The analytical laboratory will generally provide certified-clean containers for samples to be analyzed for chemical constituents. Shelby tubes or other sample containers are generally provided by the driller for samples requiring geotechnical analysis. Sufficient lead time shall be allowed for a delivery of sample container orders. Therefore, it is critical to use the correct container to maintain the integrity of the sample prior to analysis.

Once opened, the container must be used at once for storage of a particular sample. Unused but opened containers are to be considered contaminated and must be discarded. Because of the potential for introduction of contamination, they cannot be reclosed and saved for later use. Likewise, any unused containers which appear contaminated upon receipt, or which are found to have loose caps or a missing Teflon liner (if required for the container), shall be discarded.

5.2 Sample Preservation

Many water and soil samples are unstable and therefore require preservation to prevent changes in either the concentration or the physical condition of the constituent(s) requiring analysis. Although complete and irreversible preservation of samples is not possible, preservation does retard the chemical and biological changes that inevitably take place after the sample is collected. Preservation techniques are usually limited to pH control, chemical addition(s), and refrigeration/ freezing (certain biological samples only).

5.2.1 Overview

The preservation techniques to be used for various analytes are listed in Attachments A and B. Reagents required for sample preservation will either be added to the sample containers by the laboratory prior to their shipment to the field or be added in the field (in a clean environment). Only high purity reagents shall be used for preservation. In general, aqueous samples of low-concentration organics (or soil samples of low- or medium-concentration organics) are cooled to 4°C. Medium-concentration aqueous samples, high-hazard organic samples, and some gas samples are typically not preserved. Low-concentration aqueous samples for metals are acidified with HNO_3, whereas medium-concentration and high-hazard aqueous metal samples are not preserved. Low- or medium-concentration soil samples for metals are cooled to 4°C, whereas high-hazard samples are not cooled.

The following subsections describe the procedures for preparing and adding chemical preservatives. Attachments A and B indicate the specific analytes which require these preservatives.

5.2.2 Preparation and Addition of Reagents

Addition of the following acids or bases may be specified for sample preservation; these reagents shall be analytical reagent (AR) grade or purer and shall be diluted to the required concentration with deionized water before field sampling commences. To avoid uncontrolled reactions, be sure to Add Acid to water (not vice versa). A dilutions guide is provided below.

Acid/Base	Dilution	Concentration	Estimated Amount Required for Preservation
Hydrochloric Acid (HCl)	1 part concentrated HCl: 1 part double-distilled, deionized water	6N	5-10 mL
Sulfuric Acid (H_2SO_4)	1 part concentrated H_2SO_4: 1 part double-distilled, deionized water	18N	2 - 5 mL
Nitric Acid (HNO_3)	Undiluted concentrated HNO_3	16N	2 - 5 mL
Sodium Hydroxide (NaOH)	400 grams solid NaOH dissolved in 870 mL double-distilled, deionized water; yields 1 liter of solution	10N	2 mL

The amounts required for preservation shown in the above table assumes proper preparation of the preservative and addition of the preservative to one liter of aqueous sample. This assumes that the sample is initially at pH 7, is poorly buffered, and does not contain particulate matter; as these conditions vary, more preservative may be required. Consequently, the final sample pH must be checked using narrow-range pH paper, as described in the generalized procedure detailed below:

- Pour off 5-10 mL of sample into a dedicated, clean container. Use some of this sample to check the initial sample pH using wide range (0-14) pH paper. Never dip the pH paper into the sample; always apply a drop of sample to the pH paper using a clean stirring rod or pipette.
- Add about one-half of the estimated preservative required to the original sample bottle. Cap and invert gently several times to mix. Check pH (as described above) using medium range pH paper (pH 0-6 or pH 7.5-14, as applicable).
- Cap sample bottle and seal securely.

Additional considerations are discussed below:

- To test if ascorbic acid must be used to remove oxidizing agents present in the sample before it can be properly preserved, place a drop of sample on KI-starch paper. A blue color indicates the need for ascorbic acid addition.

  If required, add a few crystals of ascorbic acid to the sample and retest with the KI-starch paper. Repeat until a drop of sample produces no color on the KI-starch paper. Then add an additional 0.6 grams of ascorbic acid per each liter of sample volume.

  Continue with proper base preservation of the sample as described above.

- Samples for sulfide analysis must be treated by the addition of 4 drops (0.2 mL) of 2N zinc acetate solution per 100 ml of sample.

  The 2N zinc acetate solution is made by dissolving 220 grams of zinc acetate in 870 mL of double-distilled, deionized water to make 1 liter of solution.

  The sample pH is then raised to 9 using the NaOH preservative.

- Sodium thiosulfate must be added to remove residual chlorine from a sample. To test the sample for residual chlorine use a field test kit specially made for this purpose.

  If residual chlorine is present, add 0.08 grams of sodium thiosulfate per liter of sample to remove the residual chlorine.

  Continue with proper acidification of the sample as described above.

For biological samples, 10% buffered formalin or isopropanol may also be required for preservation. Questions regarding preservation requirements should be resolved through communication with the laboratory <u>before</u> sampling begins.

5.3 Field Filtration

At times, field-filtration may be required to provide for the analysis of dissolved chemical constituents. Field-filtration must be performed <u>prior to</u> the preservation of samples as described above. General procedures for field filtration are described below:

- The sample shall be filtered through a non-metallic, 0.45-micron membrane filter, immediately after collection. The filtration system shall consist of dedicated filter canister, dedicated tubing, and a peristaltic pump with pressure or vacuum pumping squeeze action (since the sample is filtered by mechanical peristalsis, the sample travels only through the tubing).

- To perform filtration, thread the tubing through the peristaltic pump head. Attach the filter canister to the discharge end of the silicon tubing (note flow direction arrow); attach the aqueous sample container to the intake end of the silicon tubing. Turn the peristaltic pump on and perform filtration. Run approximately 100 ml of sample through the filter prior to sample collection.

- Continue by preserving the filtrate (contained in the filter canister), as applicable and generally described above.

5.4 Sample Packaging and Shipping

Samples collected for shipment from a site shall be classified as either environmental or hazardous material samples. Samples from drums containing materials other than Investigative Derived Waste (IDW) and samples obtained from waste piles or bulk storage tanks are generally shipped as hazardous materials. A distinction must be made between the two types of samples in order to:

- Determine appropriate procedures for transportation of samples (if there is any doubt, a sample shall be considered hazardous and shipped accordingly.)

- Protect the health and safety of transport and laboratory personnel receiving the samples (special precautions are used by the shipper and at laboratories when hazardous materials are received.)

Detailed procedures for packaging environmental and hazardous material samples are outlined in the remainder of this section.

5.4.1 Environmental Samples

Environmental samples are packaged as follows:

- Place properly identified sample container, with lid securely fastened, in a plastic bag (e.g. Ziploc baggie), and seal the bag.

- Place sample in a cooler constructed of sturdy material which has been lined with a large, plastic (e.g. "garbage" bag). Drain plugs on coolers must be taped shut.

- Pack with enough noncombustible, absorbent, cushioning materials such as vermiculite (shoulders of bottles must be iced if required) to minimize the possibility of the container breaking.

- If cooling is required (see Attachments A and B), double-bag ice in Ziploc baggies and place around sample container shoulders, and on top of absorbent packing material (minimum of 8 pounds of ice for a medium-size cooler).

- Seal (i.e., tape or tie top in knot) large liner bag.

- The original (top, signed copy) and extra carbonless copies of the COC form shall be placed inside a large Ziploc-type bag and taped inside the lid of the shipping cooler. If multiple coolers are sent but are included on one COC form, the COC form should be sent with the first cooler. The COC form should then state how many coolers are included with that shipment.

- Close and seal outside of cooler as described in SOP SA-6.3. Signed custody seals must be used.

Coolers must be marked as containing "Environmental Samples." The appropriate side of the container must be marked "This End Up" and arrows placed appropriately. No DOT marking or labeling is required; there are no DOT restrictions on mode of transportation.

5.4.2 Hazardous Material Samples

Samples not determined to be environmental samples, or samples known or expected to contain hazardous materials, must be considered hazardous material samples and transported according to the requirements listed below.

NOTE: Packaging and shipping of hazardous materials can only be performed by personnel who have participated in the TtNUS training course "Shipping Hazardous Materials" (or equivalent training approved by Health Sciences).

5.4.2.1 Known Substances

If the substance in the sample is known or can be identified, package, mark, label, and ship according to the specific instructions for that material (if it is listed) in the DOT Hazardous Materials Table (49 CFR 172.101) or the IATA List of Dangerous Goods Table (IATA Dangerous Goods Regulations). DOT Guide for shippers can be found in Attachment D of this document.

To determine the proper shipping name, use the following steps to help locate the shipping name on the Hazardous Materials Table, DOT 49 CFR 172.101.

1. Look first for the chemical or technical name of the material, for example, ethyl alcohol. Note that many chemicals have more than one technical name, for example, perchloroethylene (not listed in 172.101) is listed as tetrachloroethylene (listed 172.101). It may be useful to consult Health Sciences or a chemist for all possible technical names a material can have. If your material is not listed by its technical name, then . . .

2. Look for the chemical family name. For example, pentyl alcohol is not listed but the chemical family name is: alcohol, n.o.s. (not otherwise specified). If the chemical family name is not listed, then . . .

3. Look for a generic name based on end use. For example, Paint, n.o.s. If a generic name based on end use is not listed, then . . .

4. Look for a generic family name based on end use, for example, drugs, n.o.s. or cosmetics, n.o.s. Finally, if your material is not listed by a generic family name but you suspect or know the material is hazardous because it meets the definition of one or more hazardous classes, then . . .

5. You will have to use the general hazard class for a proper shipping name. For example, Flammable Liquid, n.o.s, or Oxidizer, n.o.s.

If you have any doubt regarding the proper shipping name, contact Health Sciences in Pittsburgh, Pennsylvania for assistance.

5.4.2.2 Unknown Substances

For samples of hazardous substances that are not listed on the Hazardous Materials Table, or are of unknown content, the shipper is required to:

1. Determine that the substance is not forbidden for shipment. Items forbidden include explosives (solid and liquid), substances liable to produce a dangerous evolution of heat or gas, and listed "unusual" compounds (which TtNUS fortunately does not typically handle). If the substance is in any way atypical of routine shipments, contact Health Sciences for further information on determining if the substance is forbidden.

2. Classify the substance by assessing whether it is anticipated to exhibit any unusual physical properties as defined by DOT (flammability, explosivity, etc.). If the substance has more than one hazard, follow the hazardous materials classification scheme identified in Attachment C of this SOP.

3. Use the generic or "n.o.s." proper shipping name that most accurately describes the article or substance. There are two types of general proper shipping names:

   - Generic, e.g., Alcohols, n.o.s. *
   - Hazard description, e.g., Flammable liquid, n.o.s.*

   Generic or n.o.s. proper shipping names marked with an "*" require the addition of the technical name in parenthesis () immediately following the proper shipping name. For example, most of our instrument calibration gases are not listed by name and must be declared under the most accurately descriptive name, which is "Compressed Gas, n.o.s. (Mixture Nitrogen and Oxygen)".

The correct shipping classification for an unknown sample is therefore selected through a process of elimination as described above (and detailed in 49 CFR 172.101(c)(11). By using the provisions in this paragraph, the proper shipping name and description will be determined. A step-by-step guide is provided by the DOT and can be found in Attachment D of this SOP. Again, if you have any doubt regarding the proper shipping name, contact Health Sciences for assistance.

5.4.3 Packaging and Shipping of Samples Classified as Flammable Liquid (or Solid)

5.4.3.1 Packaging

Applying the word "flammable" to a sample does not necessarily mean that it is in fact flammable. The word prescribes the class of packaging according to DOT regulations and classification schemes. The DOT defines flammable liquids as substances with a flash point less than 140°F (60°C). For shipping purposes, liquids with a flash point exceeding 95°F (35°C) need not be considered as flammable liquids if they are miscible solutions and have a water content of more than 90% by weight. For solutions classified as flammable liquids:

1. Containerize sample as required (see Attachments A and B). To prevent leakage, fill container no more than 90 percent full. Seal lid with teflon tape or wire.

2. Complete sample label and attach securely to sample container.

3. Seal container and place in 2-mil-thick (or thicker) polyethylene bag (e.g., Ziploc baggie), one sample per bag. Position sample identification label so that it can be read through bag. Seal bag.

4. For soil jars, place sealed bag inside metal can (available from laboratory or laboratory supplier) and cushion it with enough noncombustible, absorbent material (for example, vermiculite or diatomaceous earth) between the bottom and sides of the can and bag to prevent breakage and absorb leakage. Pack one bag per can. Use clips, tape, or other positive means to hold can lid securely, tightly and permanently. Mark can as indicated in Paragraph 1 of Section 5.3.4.2, below. Single 1-gallon bottles do not need to be placed in metal cans.

5. Place one or more metal cans (or a single 1-gallon bottle) into a strong outside container, such as a metal picnic cooler or a DOT-approved fiberboard box. Surround cans (or bottle) with noncombustible, absorbent cushioning materials for stability during transport. The absorbent material should be able to absorb the entire contents of the container. Mark container as indicated in Paragraph 2 below.

5.4.3.2 Marking/Labeling

1. Use abbreviations only where specified. Place the following information, either hand-printed or in label form, on the metal can (or 1-gallon bottle):

   - Laboratory name and address.
   - Proper shipping name from the hazardous materials table (DOT Regulation CFR 49 172.101). Example: "Flammable Liquid, n.o.s. (with the technical name in parentheses).

2. Determine packing group. The packing group must be included on the shipping papers in the description section. Packaging groups are classified as follows:

Group I.	Most Hazardous
Group II.	Medium Hazard
Group III.	Least Hazardous

   The packing group will be listed in the hazardous materials table, column 5.

3. Place the following information on outside shipping container per the instructions provided in the "Shipping Hazardous Materials" course:

   - Proper shipping name
   - UN or NA number
   - Proper label(s)
   - Addressee and sender

For flammable liquids, the following are the proper labels to be placed on the outside shipping container:

- DOT "Flammable liquid" label
- Package orientation label (arrows pointing upward) on at least two opposite sides of the package
- "Cargo Aircraft Only" label if shipping more than 30L of flammable liquids in the package.

5.4.3.3 Shipping Papers

Principally because of limitations in sample holding times, TtNUS almost exclusively uses air transportation to ship hazardous materials and other environmental samples. The "Dangerous Goods Airbill" is the shipping paper used to document the information associated with the shipment. As identified previously, only personnel who have participated in "Shipping Hazardous Materials" training (or equivalent course) are authorized to prepare hazardous materials for shipment - including preparation of associated shipping papers. Included in this training are instructions on what specific information is to be provided on the Airbill for hazardous materials typically shipped by TtNUS. Refer to the training course Student Manual or contact Health Sciences for this information.

The properly executed Chain-of-Custody Report must be included in the container. Use custody seals.

Using the Airbill of our common carrier (i.e., Federal Express) as an example, the following instructions apply to the information to be provided under "Transport Details", "Nature and Quantity of Dangerous Goods", and other associated fields.

a) Transport Details

- Select "Passenger and Cargo" or "Cargo Aircraft Only" (This is based on the type and quantity of dangerous goods you are shipping). X-out the non-applicable selection.
- Airport of Departure - Enter the full name of the airport or city of departure.
- Airport of Destination - Enter the full name of the airport or city of destination.

b) Shipment Type – Delete the option that does not apply (Non-Radioactive/Radioactive)

c) Nature and Quantity of Dangerous Goods

1. Dangerous Goods Identification

   - Proper Shipping Name - List the proper shipping name (this is the name as it appears on the List of Dangerous Goods Table and NOT the product or trade name), and if applicable, the technical name in parenthesis.
   - Class or Division - List the class or division number and, if applicable, compatibility group.
   - UN or ID No - List the UN or I.D. number, preceded with "UN" or "I.D." This selection may change when shipping in accordance with 49 CFR regulations that permit the shipment under NA (North American Continental Shipments) designations for certain substances.
   - Packing Group – List the appropriate packing group, if applicable. This is the level of anticipated hazard of the shipment. It does not apply for all shipments. When no information is available, leave the space blank.
   - Subsidiary Risk – List the class or division number of the subsidiary risk, if applicable. The subsidiary risk is any additional hazard beyond the most significant (or primary) hazard. This information is obtained from the List of Dangerous Goods Table.

2. Quantity and Type of Packaging – List the number of packages, the type of package, and the net quantity in each package. The type of packaging you are shipping the hazardous material in is presented first, followed by the amount (Kg, L, etc.). For example, "1 fiberboard box X 2 Kg". When no outer packaging is identified, the packaging selected must provide limited protection of the inner packaging by securing and cushioning during shipment. NOTE: Always use the package that the hazardous material was shipped to the site in. If it is not available, contact the Health Sciences Department in Pittsburgh for further instruction.

3. Packing Instructions – Enter the Packing Instruction number. These instructions are provided in Section 5 of the IATA Dangerous Goods Regulations. They provide the exact type of packaging required by the industry for various hazard classes. When no addition packaging considerations are given, the shipper may use their best judgment for the shipment of an identified substance and/or article.

4. Authorization – List the words " Limited Quantity," if applicable; list any special provision(s) or approval(s) if applicable. This section provides for exceptions to this transportation regulation and the conditions for those exceptions.

d) Additional handling Information - Enter any required special handling information.

e) Prepared for Air Transport according to: Check the ICAO/IATA box.

f) Emergency Telephone Number - Enter the 24-hour emergency contact number. This number is required of all US Origin or Destination Shipments. List the number for InfoTRAC (1-800-535-5053). InfoTRAC is a company retained by TtNUS to provide 24-Hour Emergency Hotline service for dangerous goods shipment. This company has MSDSs for the substances routinely shipped by TtNUS. They provide information to FedEx or any other emergency responders, should situations arise with one of our shipments. In addition, they have telephone numbers of certain Tetra Tech NUS Health Science Department personnel in the Pittsburgh Office in the event of an emergency.

g) Name/Title of the Signatory - Enter name and job title (Field Operations Leader, Geologist, Health & Safety Specialist, etc.)

h) Place and date - Enter the city and date of shipment

i) Signature - Sign the form (must be a complete signature). All alterations must be signed with the same signature used to sign the declaration.

5.4.3.4 Transportation

1. The majority of unknown hazardous substance samples will be classified as flammable liquids. The samples will be transported by rented or common carrier truck, railroad, or express overnight package services. Do not transport samples on any passenger-carrying air transport system, even if the system has cargo-only aircraft. DOT regulations permit regular airline cargo-only aircraft, but difficulties with most suggest avoiding them. Instead, ship by airline carriers that carry only cargo. If unsure of what mode of transportation to use, consult Health Sciences.1

2. For transport by government-owned vehicle, including aircraft, DOT regulations do not apply. However, procedures described above, with the exception of execution of the bill of lading with certification, shall still be followed.

3. Use the hazardous materials shipping check list (Attachment E) as a guidance to ensure that all sample-handling requirements are satisfied.

4. In some cases, various materials may react if they break during shipment. To determine if you are shipping such materials, refer to the DOT compatibility chart in Attachment F.

5.5 Shipment of Lithium Batteries

Monitoring well data are analyzed using either the Hermit SE 1000 or the Hermit SE 2000 environmental data logger. These instruments are typically powered by lithium batteries in sufficient quantity to make the unit subject to hazardous material shipping requirements. The DOT determined that lithium batteries are to be shipped using the following information:

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1 Note: If you are unsure as how to ship the sample (hazardous or environmental sample), contact Health Sciences so that a decision can be made as to the proper shipping practices. The DOT and IATA penalties for improper shipment of a hazardous material are stringent and may include a prison term for intentional violations.

- Product Designation
  - Hermit SE 1000
  - Hermit SE 2000

- Proper Shipping Name
  - Lithium batteries, contained in equipment, UN3091

- UN No - UN-3091

- Classification or Division
  - Class 9

Shipment of equipment containing lithium batteries must be accompanied by shipping papers completed as indicated in Attachment G. The instrument will be shipped by Federal Express as a Hazardous Material. Place the instrument in the same container in which it was received. This container or case is a DOT-approved shipping container. For Federal Express procedures to ship hazardous materials, call 1-800-238-5355, extension 922-1666. In most cases, the return shipping papers and DOT labels will be shipped to you from the company warehouse or the vendor. An example of the types of labels used for shipment and the wording are shown in Attachment G. These labels will be attached to the outside container and include all the information noted under Section 5.4.3.2. Instead of the Flammable Liquid information, however, the following will be presented with the following wording:

- Lithium Batteries Contained in Equipment
  - UN-3091

- DOT Miscellaneous Hazardous Materials (Class 9) label

- "Cargo Aircraft Only" label

6.0 REFERENCES

American Public Health Association, 1981. Standard Methods for the Examination of Water and Wastewater, 15th Edition. APHA, Washington, D.C.

International Air Transport Association (latest issue). Dangerous Goods Regulations, Montreal, Quebec, Canada.

U.S. Department of Transportation (latest issue). Hazardous Materials Regulations, 49 CFR 171-177.

U.S. EPA, 1984. "Guidelines Establishing Test Procedures for the Analysis of Pollutants under Clean Water Act." Federal Register, Volume 49 (209), October 26, 1984, p. 43234.

U.S. EPA, 1979. Methods for Chemical Analysis of Water and Wastes. EPA-600/4-79-020, U.S. EPA-EMSL, Cincinnati, Ohio.

ATTACHMENT A

GENERAL SAMPLE CONTAINER AND PRESERVATION REQUIREMENTS

Sample Type and Concentration			Container[1]	Sample Size	Preservation[2]	Holding Time[2]
WATER						
Organics (GC&GC/MS)	VOC	Low	Borosilicate glass	2 x 40 mL	Cool to 4°C HCl to ≤ 2	14 days[3]
	Extractables SVOCs and pesticide/PCBs)	(Low	Amber glass	2x2 L or 4x1 L	Cool to 4°C	7 days to extraction; 40 days after extraction
	Extractables SVOCs and pesticide/PCBs)	(Medium	Amber glass	2x2 L or 4x1 L	None	7 days to extraction; 40 days after extraction
Inorganics	Metals	Low	High-density polyethylene	1 L	HNO_3 to pH ≤2	6 months (Hg-28 days)
		Medium	Wide-mouth glass	16 oz.	None	6 months
	Cyanide	Low	High-density polyethylene	1 L	NaOH to pH>12	14 days
	Cyanide	Medium	Wide-mouth glass	16 oz.	None	14 days
Organic/ Inorganic	High Hazard		Wide-mouth glass	8 oz.	None	14 days
SOIL						
Organics (GC&GC/MS)	VOC		Wide-mouth glass with teflon liner	2 x 4 oz.	Cool to 4°C	14 days
	Extractables SVOCs and pesticides/PCBs)	(Low	Wide-mouth glass	8 oz.	Cool to 4°C	14 days to extraction; 40 days after extraction
	Extractables SVOCs and pesticides/PCBs)	(Medium	Wide-mouth glass	8 oz.	Cool to 4°C	14 days to extraction; 40 days after extraction
Inorganics	Low/Medium		Wide-mouth glass	8 oz.	Cool to 4°C	6 months (Hg - 28 days) Cyanide (14 days)
Organic/Inorganic	High Hazard		Wide-mouth glass	8 oz.	None	NA
Dioxin/Furan	All		Wide-mouth glass	4 oz.	None	7 days until extraction; 40 days after extraction
TCLP	All		Wide-mouth glass	8 oz.	None	7 days until preparation; analysis as per fraction
AIR						
Volatile Organics	Low/Medium		Charcoal tube – 7 cm long, 6 mm OD, 4 mm ID	100 L air	Cool to 4°C	5 days recommended

1 All glass containers should have Teflon cap liners or septa.
2 See Attachment E. Preservation and maximum holding time allowances per 40 CFR 136.

ATTACHMENT B

ADDITIONAL REQUIRED CONTAINERS, PRESERVATION TECHNIQUES, AND HOLDING TIMES

Parameter Number/Name	Container[1]	Preservation[2][3]	Maximum Holding Time[4]
INORGANIC TESTS:			
Acidity	P, G	Cool, 4°C	14 days
Alkalinity	P, G	Cool, 4°C	14 days
Ammonia - Nitrogen	P, G	Cool, 4°C; H_2SO_4 to pH 2	28 days
Biochemical Oxygen Demand (BOD)	P, G	Cool, 4°C	48 hours
Bromide	P, G	None required	28 days
Chemical Oxygen Demand (COD)	P, G	Cool, 4°C; H_2SO_4 to pH 2	28 days
Chloride	P, G	None required	28 days
Chlorine, Total Residual	P, G	None required	Analyze immediately
Color	P, G	Cool, 4°C	48 hours
Cyanide, Total and Amenable to Chlorination	P, G	Cool, 4°C; NaOH to pH 12; 0.6 g ascorbic acid[5]	14 days[6]
Fluoride	P	None required	28 days
Hardness	P, G	HNO_3 to pH 2; H_2SO_4 to pH 2	6 months
Total Kjeldahl and Organic Nitrogen	P, G	Cool, 4°C; H_2SO_4 to pH 2	28 days
Nitrate - Nitrogen	P, G	None required	48 hours
Nitrate-Nitrite - Nitrogen	P, G	Cool, 4°C; H_2SO_4 to pH 2	28 days
Nitrite - Nitrogen	P, G	Cool, 4°C	48 hours
Oil & Grease	G	Cool, 4°C; H_2SO_4 to pH 2	28 days
Total Organic Carbon (TOC)	P, G	Cool, 4°C; HCl or H_2SO_4 to pH 2	28 days
Orthophosphate	P, G	Filter immediately; Cool, 4°C	48 hours
Oxygen, Dissolved-Probe	G Bottle & top	None required	Analyze immediately
Oxygen, Dissolved-Winkler	G Bottle & top	Fix on site and store in dark	8 hours
Phenols	G	Cool, 4°C; H_2SO_4 to pH 2	28 days
Phosphorus, Total	P, G	Cool, 4°C; H_2SO_4 to pH 2	28 days
Residue, Total	P, G	Cool, 4°C	7 days
Residue, Filterable (TDS)	P, G	Cool, 4°C	7 days
Residue, Nonfilterable (TSS)	P, G	Cool, 4°C	7 days
Residue, Settleable	P, G	Cool, 4°C	48 hours
Residue, Volatile (Ash Content)	P, G	Cool, 4°C	7 days
Silica	P	Cool, 4°C	28 days
Specific Conductance	P, G	Cool, 4°C	28 days
Sulfate	P, G	Cool, 4°C	28 days

ATTACHMENT B
ADDITIONAL REQUIRED CONTAINERS, PRESERVATION TECHNIQUES, AND HOLDING TIMES
PAGE TWO

Parameter Number/Name	Container[1]	Preservation[2][3]	Maximum Holding Time[4]
INORGANIC TESTS (Cont'd):			
Sulfide	P, G	Cool, 4°C; add zinc acetate plus sodium hydroxide to pH 9	7 days
Sulfite	P, G	None required	Analyze immediately
Turbidity	P, G	Cool, 4°C	48 hours
METALS:[7]			
Chromium VI (Hexachrome)	P, G	Cool, 4°C	24 hours
Mercury (Hg)	P, G	HNO_3 to pH 2	28 days
Metals, except Chromium VI and Mercury	P, G	HNO_3 to pH 2	6 months
ORGANIC TESTS:[8]			
Purgeable Halocarbons	G, Teflon-lined septum	Cool, 4°C; 0.008% $Na_2S_2O_3$[5]	14 days
Purgeable Aromatic Hydrocarbons	G, Teflon-lined septum	Cool, 4°C; 0.008% $Na_2S_2O_3$[5] HCl to pH 2 [9]	14 days
Acrolein and Acrylonitrile	G, Teflon-lined septum	Cool, 4°C; 0.008% $Na_2S_2O_3$[5] adjust pH to 4-5 [10]	14 days
Phenols[11]	G, Teflon-lined cap	Cool, 4°C; 0.008% $Na_2S_2O_3$[5]	7 days until extraction; 40 days after extraction
Benzidines[11],[12]	G, Teflon-lined cap	Cool, 4°C; 0.008% $Na_2S_2O_3$[5]	7 days until extraction[13]
Phthalate esters[11]	G, Teflon-lined cap	Cool, 4°C	7 days until extraction; 40 days after extraction
Nitrosamines[11],[14]	G, Teflon-lined cap	Cool, 4°C; store in dark; 0.008% $Na_2S_2O_3$[5]	7 days until extraction; 40 days after extraction
PCBs[11]	G, Teflon-lined cap	Cool, 4°C	7 days until extraction; 40 days after extraction
Nitroaromatics & Isophorone[11]	G, Teflon-lined cap	Cool, 4°C; 0.008% $Na_2S_2O_3$[5]; store in dark	7 days until extraction; 40 days after extraction
Polynuclear Aromatic Hydrocarbons (PAHs)[11],[14]	G, Teflon-lined cap	Cool, 4°C; 0.008% $Na_2S_2O_3$[5]; store in dark	7 days until extraction; 40 days after extraction
Haloethers[11]	G, Teflon-lined cap	Cool, 4°C; 0.008% $Na_2S_2O_3$[5]	7 days until extraction; 40 days after extraction
Dioxin/Furan (TCDD/TCDF)[11]	G, Teflon-lined cap	Cool, 4°C; 0.008% $Na_2S_2O_3$[5]	7 days until extraction; 40 days after extraction

ATTACHMENT B
ADDITIONAL REQUIRED CONTAINERS, PRESERVATION TECHNIQUES, AND HOLDING TIMES
PAGE THREE

(1) Polyethylene (P): generally 500 ml or Glass (G): generally 1L.
(2) Sample preservation should be performed immediately upon sample collection. For composite chemical samples each aliquot should be preserved at the time of collection. When use of an automated sampler makes it impossible to preserve each aliquot, then chemical samples may be preserved by maintaining at 4°C until compositing and sample splitting is completed.
(3) When any sample is to be shipped by common carrier or sent through the United States Mail, it must comply with the Department of Transportation Hazardous Materials Regulations (49 CFR Part 172).
(4) Samples should be analyzed as soon as possible after collection. The times listed are the maximum times that samples may be held before analysis and still be considered valid. Samples may be held for longer periods only if the permittee, or monitoring laboratory, has data on file to show that the specific types of samples under study are stable for the longer periods, and has received a variance from the Regional Administrator.
(5) Should only be used in the presence of residual chlorine.
(6) Maximum holding time is 24 hours when sulfide is present. Optionally, all samples may be tested with lead acetate paper before pH adjustments are made to determine if sulfide is present. If sulfide is present, it can be removed by the addition of cadmium nitrate powder until a negative spot test is obtained. The sample is filtered and then NaOH is added to pH 12.
(7) Samples should be filtered immediately on site before adding preservative for dissolved metals.
(8) Guidance applies to samples to be analyzed by GC, LC, or GC/MS for specific compounds.
(9) Sample receiving no pH adjustment must be analyzed within 7 days of sampling.
(10) The pH adjustment is not required if acrolein will not be measured. Samples for acrolein receiving no pH adjustment must be analyzed within 3 days of sampling.
(11) When the extractable analytes of concern fall within a single chemical category, the specified preservative and maximum holding times should be observed for optimum safeguard of sample integrity. When the analytes of concern fall within two or more chemical categories, the sample may be preserved by cooling to 4°C, reducing residual chlorine with 0.008% sodium thiosulfate, storing in the dark, and adjusting the pH to 6-9; samples preserved in this manner may be held for 7 days before extraction and for 40 days after extraction. Exceptions to this optional preservation and holding time procedure are noted in footnote 5 (re: the requirement for thiosulfate reduction of residual chlorine) and footnotes 12, 13 (re: the analysis of benzidine).
(12) If 1,2-diphenylthydrazine is likely to be present, adjust the pH of the sample to 4.0±0.2 to prevent rearrangement to benzidine.
(13) Extracts may be stored up to 7 days before analysis if storage is conducted under an inert (oxidant-free) atmosphere.
(14) For the analysis of diphenylnitrosamine, add 0.008% $Na_2S_2O_3$ and adjust pH to 7-10 with NaOH within 24 hours of sampling.
(15) The pH adjustment may be performed upon receipt at the laboratory and may be omitted if the samples are extracted within 72 hours of collection. For the analysis of aldrin, add 0.008% $Na_2S_2O_3$.

ATTACHMENT C

DOT HAZARDOUS MATERIAL CLASSIFICATION (49 CFR 173.2a)

1. Radioactive material (except a limited quantity)
2. Division 2.3, Poisonous Gases
3. Division 2.1, Flammable Gas
4. Division 2.2, Nonflammable gas
5. Division 6.1, Poisonous Liquids, Packing Group 1 (poison by inhalation only)
6. Division 4.2, Pyrophoric Material
7. Division 4.1, Self-Reactive Material
8. Class 3, Flammable Liquids*
9. Class 8, Corrosive Material
10. Division 4.1, Flammable Solid*
11. Division 4.2, Spontaneously Combustible Materials*
12. Division 4.3, Dangerous When Wet Materials*
13. Division 5.1, Oxidizers*
14. Division 6.1, Poisonous Liquids or Solids (other than Packing Group 1)*
15. Combustible liquid
16. Class 9, Miscellaneous Hazardous Materials

* If a material has or meets the criteria for more than one hazard class, use the precedence of hazardous table on the following page for Classes 3 and 8 and Divisions 4.1, 4.2, 4.3, 5.1, and 6.1. The following table ranks those materials that meet the definition of Classes 3 and 8 and Divisions 4.1, 4.2, 4.3, 5.1, and 6.1.

ATTACHMENT C (Continued)

DOT HAZARDOUS MATERIAL CLASSIFICATION
(49 CFR 173.2a)

Class	Packing Group	4.2	4.3	5.1 I[(a)]	5.1 II[(a)]	5.1 III[(a)]	6.1 I (Dermal)	6.1 I (Oral)	6.1 II	6.1 III	8 I (Liquid)	8 I (Solid)	8 II (Liquid)	8 II (Solid)	8 III (Liquid)	8 III (Solid)
3	I						3	3	3	3	3	(c)	3	(c)	3	(c)
3	II						3	3	3	3	8	(c)	3	(c)	3	(c)
3	III						6.1	6.1	6.1	3[(d)]	8	(c)	8	(c)	3	(c)
4.1	II[b]	4.2	4.3	5.1	4.1	4.1	6.1	6.1	4.1	4.1	(c)	8	(c)	4.1	(c)	4.1
4.1	III[b]	4.2	4.3	5.1	4.1	4.1	6.1	6.1	6.1	4.1	(c)	8	(c)	8	(c)	4.1
4.2	II		4.3	5.1	4.2	4.2	6.1	6.1	4.2	4.2	(c)	8	(c)	4.2	(c)	4.2
4.2	III		4.3	5.1	4.2	4.2	6.1	6.1	6.1	4.2	(c)	8	(c)	8	(c)	4.2
4.3	I			5.1	4.3	4.3	6.1	4.3	4.3	4.3	4.3	4.3	4.3	4.3	4.3	4.3
4.3	II			5.1	4.3	4.3	6.1	4.3	4.3	4.3	8	8	8	4.3	4.3	4.3
4.3	III			5.1	4.3	4.3	6.1	6.1	6.1	4.3	8	8	8	8	4.3	4.3
5.1	I[a]						5.1	5.1	5.1	5.1	5.1	5.1	5.1	5.1	5.1	5.1
5.1	II[a]						6.1	5.1	5.1	5.1	8	8	8	5.1	5.1	5.1
5.1	III[a]						6.1	6.1	6.1	5.1	8	8	8	8	5.1	5.1
6.1	I, Dermal										8	6.1	6.1	6.1	6.1	6.1
6.1	I, Oral										8	6.1	6.1	6.1	6.1	6.1
6.1	II, Inhalation										8	6.1	6.1	6.1	6.1	6.1
6.1	II, Dermal										8	6.1	8	6.1	6.1	6.1
6.1	II, Oral										8	8	8	6.1	6.1	6.1
6.1	III										8	8	8	8	8	8

(a) There are at present no established criteria for determining Packing Groups for liquids in Division 5.1. At present, the degree of hazard is to be assessed by analogy with listed substances, allocating the substances to Packing Group I, Great; Group II, Medium; or Group III, Minor Danger.

(b) Substances of Division 4.1 other than self-reactive substances.

(c) Denotes an impossible combination.

(d) For pesticides only, where a material has the hazards of Class 3, Packing Group III, and Division 6.1, Packing Group III, the primary hazard is Division 6.1, Packing Group III.

ATTACHMENT D

GUIDE FOR HAZARDOUS MATERIALS SHIPPERS

USE OF GUIDE - This guide is presented as an aid to shippers of hazardous materials. It does not contain or refer to all of the DOT requirements for shipping hazardous materials. For specific details, refer to all of the DOT requirements for shipping hazardous materials, as provided in the Code of Federal Regulations (CFR), Title 49, Transportation, Parts 100-199.

The following is offered as a step-by-step procedure to aid in compliance with the applicable DOT regulations.

STEP 1 - DETERMINE THE PROPER SHIPPING NAME. The shipper must determine the proper shipping name of the materials as listed in the Hazardous Materials Table, 49 CFR 172.101, Column (2).

STEP 2 - DETERMINE THE HAZARD CLASS OR CLASSES.

a. Refer to the Table, 49 CFR 172.101, Column (3), and locate the hazard class of the material.
b. If more than one class is shown for the proper shipping name, determine the proper class by definition.
c. If the materials have more than one hazard, classify the material based on the order of hazards in 49 CFR 173.2.

STEP 3 - SELECT THE PROPER IDENTIFICATION NUMBERS.

a. Refer to the Table, 49 CFR 172.101, Column (3a), and select the Identification Number (ID) that corresponds to the proper shipping name and hazard class.
b. Enter the ID number(s) on the shipping papers and display them, as required, on packagings, placards and/or orange panels.

STEP 4 - DETERMINE THE MODE(S) OF TRANSPORT TO ULTIMATE DESTINATION.

a. As a shipper, you must assure yourself that the shipment complies with various modal requirements.
b. The modal requirements may affect the following: (1) Packaging; (2) Quantity per Package; (3) Marking; (4) Labeling; (5) Shipping Papers; and (6) Certification.

STEP 5 - SELECT THE PROPER LABEL(S) AND APPLY AS REQUIRED.

a. Refer to the Table, 49 CFR 172.101, Column (4) for required labels.
b. For details on labeling refer to (1) Additional Labels, 49 CFR 172.402; (2) Placement of Labels, 49 CFR 172.406; (3) Packagings (Mixed or Consolidated), 49 CFR 172.404(a) and (h); (4) Packages Containing Samples, 49 CFR 172.402(h); (5) Radioactive Materials, 49 CFR 172.403; and (6) Authorized Label Modifications, 49 CFR 172.405.

STEP 6 - DETERMINE AND SELECT THE PROPER PACKAGES.

a. Refer to the Table, 49 CFR 172.101, Column (5a) for exceptions and Column (5b) for specification packagings. Consider the following when selecting an authorized package: Quantity per Package; Cushioning Material, if required; Proper Closure and Reinforcement; Proper Pressure; Outage; etc., as required.
b. If packaged by a prior shipper, make sure the packaging is correct and in proper condition for transportation.

ATTACHMENT D (Continued)
GUIDE FOR HAZARDOUS MATERIALS SHIPPERS

STEP 7 - MARK THE PACKAGING (INCLUDING OVERPACKS).

a. Apply the required markings (49 CFR 172.300); Proper shipping name and ID number, when required (49 CFR 172.301); Name and address of Consignee or Consignor (49 CFR 172.306).
b. For details and other required markings, see 49 CFR 172.300 through 172.338.

STEP 8 - PREPARE THE SHIPPING PAPERS.

a. The basic requirements for preparing shipping papers include Proper Shipping Name; Hazard Class; ID Number; Total Quantity; Shipper's Certification; and Emergency Response Telephone Number.
b. Make all entries on the shipping papers using the information required and in proper sequence (49 CFR 172.202).

STEP 9 - CERTIFICATION.

a. Each shipper must certify by printing (manually or mechanically) on the shipping papers that the materials being offered for shipment are properly classified, described, packaged, marked and labeled, and in proper condition for transportation according to the applicable DOT Regulations (49 CFR 172.202).

STEP 10 - LOADING, BLOCKING, AND BRACING. When hazardous materials are loaded into the transport vehicle or freight container, each package must be loaded, blocked, and braced in accordance with the requirements for mode of transport.

a. If the shipper loads the freight container or transport vehicle, the shipper is responsible for the proper loading, blocking, and bracing of the materials.
b. If the carrier does the loading, the carrier is responsible.

STEP 11 - DETERMINE THE PROPER PLACARD(S). Each person who offers hazardous materials for transportation must determine that the placarding requirements have been met.

a. For Highway, unless the vehicle is already correctly placarded, the shipper must provide the required placard(s) and required ID number(s) (49 CFR 172.506).
b. For Rail, if loaded by the shipper, the shipper must placard the rail car if placards are required (49 CFR 172.508).
c. For Air and Water shipments, the shipper has the responsibility to apply the proper placards.

STEP 12 - HAZARDOUS WASTE/HAZARDOUS SUBSTANCE.

a. If the material is classed as a hazardous waste or hazardous substance, most of the above steps will be applicable.
b. Pertinent Environmental Protection Agency regulations are found in the Code of Federal Regulations, Title 40, Part 262.

As a final check and before offering the shipment for transportation, visually inspect the shipment. The shipper should ensure that emergency response information is on the vehicle for transportation of hazardous materials.

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Revised March 1995.

ATTACHMENT E

HAZARDOUS MATERIALS SHIPPING CHECK LIST

PACKAGING

1. Check DOT 173.24 for appropriate type of package for hazardous substance.
2. Check for container integrity, especially the closure.
3. Check for sufficient absorbent material in package.
4. Check for sample tags and log sheets for each sample and for chain-of-custody record.

SHIPPING PAPERS

1. Check that entries contain only approved DOT abbreviations.
2. Check that entries are in English.
3. Check that hazardous material entries are specially marked to differentiate them from any nonhazardous materials being sent using same shipping paper.
4. Be careful that all hazardous classes are shown for multiclass materials.
5. Check total amounts by weight, quantity, or other measures used.
6. Check that any limited-quantity exemptions are so designated on the shipping paper.
7. Check that certification is signed by shipper.
8. Make certain driver signs for shipment.

RCRA MANIFEST

1. Check that approved state/federal manifests are prepared.
2. Check that transporter has the following: valid EPA identification number, valid driver's license, valid vehicle registration, insurance protection, and proper DOT labels for materials being shipped.
3. Check that destination address is correct.
4. Check that driver knows where shipment is going.
5. Check that the driver is aware of emergency procedures for spills and accidents.
6. Make certain driver signs for shipment.
7. Make certain one copy of executed manifest and shipping document is retained by shipper.

ATTACHMENT F
DOT SEGREGATION AND SEPARATON CHART

Class or Division	Notes	1.1-1.2	1.3	1.4	1.5	1.6	2.1	2.2	2.3 gas Zone A*	2.3 gas Zone B*	3	4.1	4.2	4.3	5.1	5.2	6.1 liquids PG-I Zone A*	7	8 liquids only
Explosives... 1.1 and 1.2	A	*	*	*	*	*	X	X	X	X	X	X	X	X	X	X	X	X	X
Explosives............... 1.3		*	*	*	*	*	X		X	X	X		X	X	X	X	X		X
Explosives............... 1.4		*	*	*	*	*	O		O	O	O		O				O		O
Very insensitive explosives 1.5	A	*	*	*	*	*	X	X	X	X	X	X	X	X	X	X	X	X	X
Extremely insensitive explosives 1.6		*	*	*	*	*													
Flammable gases 2.1		X	X	O	X				X	O							O	O	
Non-toxic, non-flammable gases 2.2		X			X														
Poisonous gas - Zone A** 2.3		X	X	O	X		X				X	X	X	X	X	X			X
Poisonous gas - Zone B** 2.3		X	X	O	X		O				O	O	O	O	O	O			O
Flammable liquids....... 3		X	X	O	X				X	O					O		X		
Flammable solids..... 4.1		X			X				X	O							X		O
Spontaneously combustible materials 4.2		X	X	O	X				X	O							X		X
Dangerous-when-wet materials 4.3		X	X		X				X	O							X		O
Oxidizers 5.1	A	X	X		X				X	O	O						X		O
Organic peroxides.... 5.2		X	X		X				X	O							X		O
Poisonous liquids PG I - Zone A** 6.1		X	X	O	X		O				X	X	X	X	X	X			X
Radioactive materials . 7		X			X		O												
Corrosive liquids 8		X	X	O	X				X	O		O	X	O	O	O	X		

No entry means that the materials are compatible (have no restrictions).

X These materials may not be loaded, transported, or stored together in the same vehicle or facility.
O The materials may not be loaded, transported, or stored together in the same vehicle or facility unless they are separated for 4 feet on all sides.
* Check the explosives compatibility chart in 49 CFR 179.848(f).
A Ammonium nitrate fertilizers may be stored with Division 1.1 materials.
** Denotes inhalation hazardous for poisons; consult field team leader or project manager if you encounter a material in this class before shipment.

ATTACHMENT G
LITHIUM BATTERY SHIPPING PAPERS

3224637861

Two completed and signed copies of this Declaration must be handed to the operator.

WARNING

Failure to comply in all respects with the applicable Dangerous Goods Regulations may be in breach of the applicable law, subject to legal penalties. This Declaration must not, in any circumstances, be completed and/or signed by a consolidator, a forwarder or an IATA cargo agent.

TRANSPORT DETAILS

This shipment is within the limitations prescribed for: *(delete non-applicable)*

~~PASSENGER AND CARGO AIRCRAFT~~ | CARGO AIRCRAFT ONLY

Airport of Departure

Airport of Destination: 19CYS

Shipment type: *(delete non-applicable)*

NON-RADIOACTIVE | ~~RADIOACTIVE~~

NATURE AND QUANTITY OF DANGEROUS GOODS

Dangerous Goods Identification						
Proper Shipping Name	Class or Division	UN or ID No.	Subsidiary Risk	Quantity and type of packing	Packing Inst.	Authorization
LITHIUM BATTERIES CONTAINED IN EQUIPMENT	9	UN3091		1 PLASTIC BOX X 55 GRAMS	912 II	PER CA-9206009

Additional Handling Information

1 HERMIT SERIES DATALOGGER X 55 GRAMS (11 GRAMS/CELL)

I hereby declare that the contents of this consignment are fully and accurately described above by proper shipping name and are classified, packed, marked, and labeled, and are in all respects in the proper condition for transport by air according to the applicable International and National Government Regulations.

Name/Title of Signatory

Place and Date

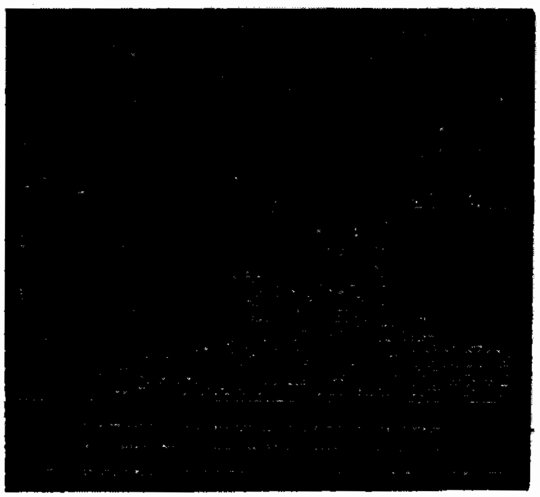
Signature *(see warning above)*

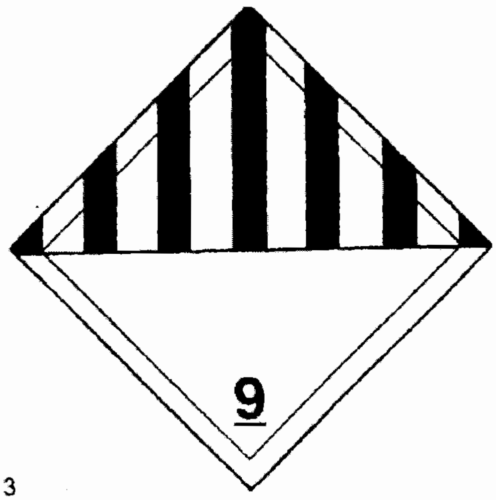
Emergency Telephone Number (Required for US Origin or Destination Shipments)

800-535-5053

IF ACCEPTABLE FOR PASSENGER AIRCRAFT, THIS SHIPMENT CONTAINS RADIOACTIVE MATERIAL INTENDED FOR USE IN, OR INCIDENT TO, RESEARCH, MEDICAL DIAGNOSIS, OR TREATMENT.

ATTACHMENT G (CONTINUED)
LITHIUM BATTERY SHIPPING PAPERS





3

LITHIUM BATTERIES CONTAINED IN EQUIPMENT.
UN-3091.
SHIPPED UNDER CA-9206009

TETRA TECH NUS, INC.	STANDARD OPERATING PROCEDURES	Number SA-6.3	Page 1 of 37
		Effective Date 01/00	Revision 1
		Applicability Tetra Tech NUS, Inc.	
		Prepared Earth Sciences Department	
Subject FIELD DOCUMENTATION		Approved D. Senovich	

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1.0 PURPOSE

The purpose of this Standard Operating Procedure (SOP) is to identify and designate the field data record forms, logs and reports generally initiated and maintained for documenting Tetra Tech NUS field activities.

2.0 SCOPE

Documents presented within this procedure (or equivalents) shall be used for all Tetra Tech NUS field activities, as applicable. Other or additional documents may be required by specific client contracts or project planning documents.

3.0 GLOSSARY

None

4.0 RESPONSIBILITIES

Project Manager (PM) - The Project Manager is responsible for obtaining hardbound, controlled-distribution logbooks (from the appropriate source), as needed. In addition, the Project Manager is responsible for placing all field documentation used in site activities (i.e., records, field reports, sample data sheets, field notebooks, and the site logbook) in the project's central file upon the completion of field work.

Field Operations Leader (FOL) - The Field Operations Leader is responsible for ensuring that the site logbook, notebooks, and all appropriate and current forms and field reports illustrated in this guideline (and any additional forms required by the contract) are correctly used, accurately filled out, and completed in the required time-frame.

5.0 PROCEDURES

5.1 Site Logbook

5.1.1 General

The site logbook is a hard-bound, paginated, controlled-distribution record book in which all major onsite activities are documented. At a minimum, the following activities/events shall be recorded or referenced (daily) in the site logbook:

- All field personnel present
- Arrival/departure of site visitors
- Arrival/departure of equipment
- Start and/or completion of borehole, trench, monitoring well installation, etc.
- Daily onsite activities performed each day
- Sample pickup information
- Health and Safety issues (level of protection observed, etc.)
- Weather conditions

A site logbook shall be maintained for each project. The site logbook shall be initiated at the start of the first onsite activity (e.g., site visit or initial reconnaissance survey). Entries are to be made for every day that onsite activities take place which involve Tetra Tech NUS or subcontractor personnel. Upon completion of the fieldwork, the site logbook must become part of the project's central file.

The following information must be recorded on the cover of each site logbook:

- Project name
- Tetra Tech NUS project number
- Sequential book number
- Start date
- End date

Information recorded daily in the site logbook need not be duplicated in other field notebooks (see Section 5.2), but must summarize the contents of these other notebooks and refer to specific page locations in these notebooks for detailed information (where applicable). An example of a typical site logbook entry is shown in Attachment A.

If measurements are made at any location, the measurements and equipment used must either be recorded in the site logbook or reference must be made to the field notebook in which the measurements are recorded (see Attachment A).

All logbook, notebook, and log sheet entries shall be made in indelible ink (black pen is preferred). No erasures are permitted. If an incorrect entry is made, the data shall be crossed out with a single strike mark, and initialed and dated. At the completion of entries by any individual, the logbook pages used must be signed and dated. The site logbook must also be signed by the Field Operations Leader at the end of each day.

5.1.2 Photographs

When movies, slides, or photographs are taken of a site or any monitoring location, they must be numbered sequentially to correspond to logbook/notebook entries. The name of the photographer, date, time, site location, site description, and weather conditions must be entered in the logbook/notebook as the photographs are taken. A series entry may be used for rapid-sequence photographs. The photographer is not required to record the aperture settings and shutter speeds for photographs taken within the normal automatic exposure range. However, special lenses, films, filters, and other image-enhancement techniques must be noted in the logbook/notebook. If possible, such techniques shall be avoided, since they can adversely affect the accuracy of photographs. Chain-of-custody procedures depend upon the subject matter, type of film, and the processing it requires. Film used for aerial photography, confidential information, or criminal investigation require chain-of-custody procedures. Once processed, the slides of photographic prints shall be consecutively numbered and labeled according to the logbook/notebook descriptions. The site photographs and associated negatives must be docketed into the project's central file.

5.2 Field Notebooks

Key field team personnel may maintain a separate dedicated field notebook to document the pertinent field activities conducted directly under their supervision. For example, on large projects with multiple investigative sites and varying operating conditions, the Health and Safety Officer may elect to maintain a separate field notebook. Where several drill rigs are in operation simultaneously, each site geologist assigned to oversee a rig must maintain a field notebook.

5.3 Sample Forms

A summary of the forms illustrated in this procedure is shown as the listing of Attachments in the Table of Contents for this SOP. Forms may be altered or revised for project-specific needs contingent upon client approval. Care must be taken to ensure that all essential information can be documented. Guidelines for completing these forms can be found in the related sampling SOP.

5.3.1 Sample Collection, Labeling, Shipment, Request for Analysis, and Field Test Results

5.3.1.1 Sample Log Sheet

Sample Log Sheets are used to record specified types of data while sampling. Attachments B-1 to B-4 are examples of Sample Log Sheets. The data recorded on these sheets are useful in describing the waste source and sample as well as pointing out any problems, difficulties, or irregularities encountered during sampling. A log sheet must be completed for each sample obtained, including field quality control (QC) samples.

5.3.1.2 Sample Label

A typical sample label is illustrated in Attachment B-5. Adhesive labels must be completed and applied to every sample container. Sample labels can usually be obtained from the appropriate Program source electronically generated in-house, or are supplied from the laboratory subcontractor.

5.3.1.3 Chain-of-Custody Record Form

The Chain-of-Custody (COC) Record is a multi-part form that is initiated as samples are acquired and accompanies a sample (or group of samples) as they are transferred from person to person. This form must be used for any samples collected for chemical or geotechnical analysis whether the analyses are performed on site or off site. One carbonless copy of the completed COC form is retained by the field crew, one copy is sent to the Project Manager, while the original is sent to the laboratory. The original (top, signed copy) of the COC form shall be placed inside a large Ziploc-type bag and taped inside the lid of the shipping cooler. If multiple coolers are sent but are included on one COC form, the COC form should be sent with the first cooler. The COC form should then state how many coolers are included with that shipment. An example of a Chain-of-Custody Record form is provided as Attachment B-6. Once the samples are received at the laboratory, the sample cooler and contents are checked and any problems are noted on the enclosed COC form (any discrepancies between the sample labels and COC form and any other problems that are noted are resolved through communication between the laboratory point-of-contact and the Tetra Tech NUS Project Manager). The COC form is signed and copied. The laboratory will retain the copy while the original becomes part of the samples' corresponding analytical data package.

5.3.1.4 Chain-of-Custody Seal

Attachment B-7 is an example of a custody seal. The Custody seal is an adhesive-backed label. It is part of a chain-of-custody process and is used to prevent tampering with samples after they have been collected in the field and sealed in coolers for transport to the laboratory. The COC seals are signed and dated by the samplers and affixed across the opening edges of each cooler containing environmental samples. COC seals may be available from the laboratory; these seals may also be purchased from a supplier.

5.3.1.5 Field Analytical Log Sheets for Geochemical Parameters

Field Analytical Log Sheets (Attachment B-8) are used to record geochemical and/or natural attenuation field test results. Attachments B-8 (3-page form) should be used when applicable.

5.3.2 Hydrogeological and Geotechnical Forms

5.3.2.1 Groundwater Level Measurement Sheet

A groundwater level measurement sheet, shown in Attachment C-1 must be filled out for each round of water level measurements made at a site.

5.3.2.2 Data Sheet for Pumping Test

During the performance of a pumping test (or an in-situ hydraulic conductivity test), a large amount of data must be recorded, often within a short time period. The pumping test data sheet (Attachment C-2) facilitates this task by standardizing the data collection format, and allowing the time interval for collection to be laid out in advance.

5.3.2.3 Packer Test Report Form

A packer test report form shown in Attachment C-3 must be completed for each well upon which a packer test is conducted.

5.3.2.4 Summary Log of Boring

During the progress of each boring, a log of the materials encountered, operation and driving of casing, and location of samples must be kept. The Summary Log of Boring, or Boring Log, (Attachment C-4) is used for this purpose and must be completed for each soil boring performed. In addition, if volatile organics are monitored on cores, samples, cuttings from the borehole, or breathing zone, (using a PID or FID), these results must be entered on the boring log at the appropriate depth. The "Remarks" column can be used to subsequently enter the laboratory sample number, the concentration of key analytical results, or other pertinent information. This feature allows direct comparison of contaminant concentrations with soil characteristics.

5.3.2.5 Monitoring Well Construction Details Form

A Monitoring Well Construction Details Form must be completed for every monitoring well, piezometer, or temporary well point installed. This form contains specific information on length and type of well riser pipe and screen, backfill, filter pack, annular seal and grout characteristics, and surface seal characteristics. This information is important in evaluating the performance of the monitoring well, particularly in areas where water levels show temporal variation, or where there are multiple (immiscible) phases of contaminants. Depending on the type of monitoring well (in overburden or bedrock), different forms are used (see Attachments C-5 through C-9). Similar forms are used for flush-mount well completions.

5.3.2.6 Test Pit Log

When a test pit or trench is constructed for investigative or sampling purposes, a Test Pit Log (Attachment C-10) must be filled out by the responsible field geologist or sampling technician.

5.3.2.7 Miscellaneous Monitoring Well Forms

Monitoring Well Materials Certificate of Conformance (Attachment C-11) should be used as the project directs to document all materials utilized during each monitoring well installation.

The Monitoring Well Development Record (Attachment C-12) should be used as the project directs to document all well development activities.

5.3.3 Equipment Calibration and Maintenance Form

The calibration or standardization of monitoring, measuring or test equipment is necessary to assure the proper operation and response of the equipment, to document the accuracy, precision or sensitivity of the measurement, and determine if correction should be applied to the readings. Some items of equipment require frequent calibration, others infrequent. Some are calibrated by the manufacturer, others by the user.

Each instrument requiring calibration has its own Equipment Calibration Log (Attachment D) which documents that the manufacturer's instructions were followed for calibration of the equipment, including frequency and type of standard or calibration device. An Equipment Calibration Log must be maintained for each electronic measuring device used in the field; entries must be made for each day the equipment is used.

5.4 Field Reports

The primary means of recording onsite activities is the site logbook. Other field notebooks may also be maintained. These logbooks and notebooks (and supporting forms) contain detailed information required for data interpretation or documentation, but are not easily useful for tracking and reporting of progress. Furthermore, the field logbook/notebooks remain onsite for extended periods of time and are thus not accessible for timely review by project management.

5.4.1 Daily Activities Report

To provide timely oversight of onsite contractors, Daily Activities Reports are completed and submitted as described below.

5.4.1.1 Description

The Daily Activities Report (DAR) documents the activities and progress for each day's field work. This report must be filled out on a daily basis whenever there are drilling, test pitting, well construction, or other related activities occurring which involve subcontractor personnel. These sheets summarize the work performed and form the basis of payment to subcontractors (Attachment E is an example of a Daily Activities Report).

5.4.1.2 Responsibilities

It is the responsibility of the rig geologist to complete the DAR and obtain the driller's signature acknowledging that the times and quantities of material entered are correct.

5.4.1.3 Submittal and Approval

At the end of the shift, the rig geologist must submit the Daily Activities Report to the Field Operations Leader (FOL) for review and filing. The Daily Activities Report is not a formal report and thus requires no further approval. The DAR reports are retained by the FOL for use in preparing the site logbook and in preparing weekly status reports for submission to the Project Manager.

5.4.2 Weekly Status Reports

To facilitate timely review by project management, photocopies of logbook/notebook entries may be made for internal use.

It should be noted that in addition to the summaries described herein, other summary reports may also be contractually required. Attachment F is an example of a Field Trip Summary Report form.

6.0 ATTACHMENTS

Attachment A	TYPICAL SITE LOGBOOK ENTRY
Attachment B-1	EXAMPLE GROUNDWATER SAMPLE LOG SHEET
Attachment B-2	EXAMPLE SURFACE WATER SAMPLE LOG SHEET
Attachment B-3	EXAMPLE SOIL/SEDIMENT SAMPLE LOG SHEET
Attachment B-4	CONTAINER SAMPLE LOG SHEET FORM
Attachment B-5	SAMPLE LABEL
Attachment B-6	CHAIN-OF-CUSTODY RECORD FORM
Attachment B-7	CHAIN-OF-CUSTODY SEAL
Attachment B-8	FIELD ANALYTICAL LOG SHEET
Attachment C-1	EXAMPLE GROUNDWATER LEVEL MEASUREMENT SHEET
Attachment C-2	EXAMPLE PUMPING TEST DATA SHEET
Attachment C-3	PACKER TEST REPORT FORM
Attachment C-4	EXAMPLE BORING LOG
Attachment C-5	EXAMPLE OVERBURDEN MONITORING WELL SHEET
Attachment C-5A	EXAMPLE OVERBURDEN MONITORING WELL SHEET (FLUSHMOUNT)
Attachment C-6	EXAMPLE CONFINING LAYER MONITORING WELL SHEET
Attachment C-7	EXAMPLE BEDROCK MONITORING WELL SHEET - OPEN HOLE WELL
Attachment C-8	EXAMPLE BEDROCK MONITORING WELL SHEET - WELL INSTALLED IN BEDROCK
Attachment C-9	EXAMPLE BEDROCK MONITORING WELL SHEET - WELL INSTALLED IN BEDROCK (FLUSHMOUNT)
Attachment C-10	EXAMPLE TEST PIT LOG
Attachment C-11	MONITORING WELL MATERIALS CERTIFICATE OF CONFORMANCE
Attachment C-12	MONITORING WELL DEVELOPMENT RECORD
Attachment D	EXAMPLE EQUIPMENT CALIBRATION LOG
Attachment E	EXAMPLE DAILY ACTIVITIES RECORD
Attachment F	FIELD TRIP SUMMARY REPORT

ATTACHMENT A
TYPICAL SITE LOGBOOK ENTRY

START TIME: ______________________ DATE: ______________________

SITE LEADER: ______________________
PERSONNEL:

TtNUS	DRILLER	SITE VISITORS
________	________	________
________	________	________
________	________	________

WEATHER: Clear, 68°F, 2-5 mph wind from SE

ACTIVITIES:

1. Steam jenney and fire hoses were set up.
2. Drilling activities at well ____ resumes. Rig geologist was ______________. See Geologist's Notebook, No. 1, page 29-30, for details of drilling activity. Sample No. 123-21-S4 collected; see sample logbook, page 42. Drilling activities completed at 11:50 and a 4-inch stainless steel well installed. See Geologist's Notebook, No. 1, page 31, and well construction details for well ______.
3. Drilling rig No. 2 steam-cleaned at decontamination pit. Then set up at location of well _______.
4. Well ______ drilled. Rig geologist was ____________________. See Geologist's Notebook, No. 2, page ____ for details of drilling activities. Sample numbers 123-22-S1, 123-22-S2, and 123-22-S3 collected; see sample logbook, pages 43, 44, and 45.
5. Well _____ was developed. Seven 55-gallon drums were filled in the flushing stage. The well was then pumped using the pitcher pump for 1 hour. At the end of the hour, water pumped from well was "sand free."
6. EPA remedial project manger arrives on site at 14:25 hours.
7. Large dump truck arrives at 14:45 and is steam-cleaned. Backhoe and dump truck set up over test pit _________.
8. Test pit _______ dug with cuttings placed in dump truck. Rig geologist was ______________. See Geologist's Notebook, No. 1, page 32, for details of test pit activities. Test pit subsequently filled. No samples taken for chemical analysis. Due to shallow groundwater table, filling in of test pit ___ resulted in a very soft and wet area. A mound was developed and the area roped off.
9. Express carrier picked up samples (see Sample Logbook, pages 42 through 45) at 17:50 hours. Site activities terminated at 18:22 hours. All personnel off site, gate locked.

____

Field Operations Leader

ATTACHMENT B-1

Tetra Tech NUS, Inc.

GROUNDWATER SAMPLE LOG SHEET

Page___ of ___

Project Site Name: ______________ Sample ID No.: ______________
Project No.: ______________ Sample Location: ______________
Sampled By: ______________
[] Domestic Well Data C.O.C. No.: ______________
[] Monitoring Well Data Type of Sample:
[] Other Well Type: ______________ [] Low Concentration
[] QA Sample Type: ______________ [] High Concentration

SAMPLING DATA:								
Date:	Color	pH	S.C.	Temp.	Turbidity	DO	Salinity	Other
Time:	(Visual)	(S.U.)	(mS/cm)	(°C)	(NTU)	(mg/l)	(%)	
Method:								
PURGE DATA:								
Date:	Volume	pH	S.C.	Temp.	Turbidity	DO	Salinity	Other
Method:								
Monitor Reading (ppm):								
Well Casing Diameter & Material								
Type:								
Total Well Depth (TD):								
Static Water Level (WL):								
One Casing Volume(gal/L):								
Start Purge (hrs):								
End Purge (hrs):								
Total Purge Time (min):								
Total Vol. Purged (gal/L):								

SAMPLE COLLECTION INFORMATION:

Analysis	Preservative	Container Requirements	Collected

OBSERVATIONS / NOTES:

Circle if Applicable:		Signature(s):
MS/MSD	Duplicate ID No.:	

ATTACHMENT B-2

Tetra Tech NUS, Inc. **SURFACE WATER SAMPLE LOG SHEET**

Page___ of ___

Project Site Name: ______________
Project No.: ______________

[] Stream
[] Spring
[] Pond
[] Lake
[] Other: ______________
[] QA Sample Type: ______________

Sample ID No.: ______________
Sample Location: ______________
Sampled By: ______________
C.O.C. No.: ______________

Type of Sample:
[] Low Concentration
[] High Concentration

SAMPLING DATA:

Date:	Color	pH	S.C.	Temp.	Turbidity	DO	Salinity	Other
Time:	(Visual)	(S.U.)	(mS/cm)	(°C)	(NTU)	(mg/l)	(%)	
Depth:								
Method:								

SAMPLE COLLECTION INFORMATION:

Analysis	Preservative	Container Requirements	Collected

OBSERVATIONS / NOTES:	**MAP:**

Circle if Applicable:		**Signature(s):**
MS/MSD	Duplicate ID No.:	

ATTACHMENT B-3

Tetra Tech NUS, Inc.

SOIL & SEDIMENT SAMPLE LOG SHEET

Page___ of ___

Project Site Name: ______________
Project No.: ______________

[] Surface Soil
[] Subsurface Soil
[] Sediment
[] Other: ______________
[] QA Sample Type: ______________

Sample ID No.: ______________
Sample Location: ______________
Sampled By: ______________
C.O.C. No.: ______________

Type of Sample:
[] Low Concentration
[] High Concentration

GRAB SAMPLE DATA:

	Depth Interval	Color	Description (Sand, Silt, Clay, Moisture, etc.)
Date:			
Time:			
Method:			
Monitor Reading (ppm):			

COMPOSITE SAMPLE DATA:

Date:	Time	Depth Interval	Color	Description (Sand, Silt, Clay, Moisture, etc.)
Method:				
Monitor Readings (Range in ppm):				

SAMPLE COLLECTION INFORMATION:

Analysis	Container Requirements	Collected	Other

OBSERVATIONS / NOTES:

MAP:

Circle if Applicable:

MS/MSD	Duplicate ID No.:

Signature(s):

ATTACHMENT B-4

Tetra Tech NUS, Inc.

CONTAINER SAMPLE & INSPECTION SHEET

Page____ of ____

Project Site Name: ______________
Project Number: ______________
Site Identification: ______________
Container Number(s): ______________
Sample Type: 0 Grab
0 Composite

Sample ID No. ______________
Sampled By: ______________
C.O.C. No. ______________
Concentration: 0 High
0 Medium
0 Low

CONTAINER SOURCE	CONTAINER DESCRIPTION
DRUM: 0 Bung Top 0 Lever Lock 0 Bolted Ring 0 Other ______	COLOR: ______________ CONDITION: ______________
TANK: 0 Plastic 0 Metal 0 Other ______	MARKINGS: ______________ VOL OF CONTENTS: ______________
OTHER: ______________	OTHER: ______________

CONTAINER DISPOSITION	CONTENTS DESCRIPTION
SAMPLED: ______________ OPENED BUT NOT SAMPLED: Reason ______________ ______________ NOT OPENED: Reason ______________ ______________	SINGLE PHASED: ______________ ______________ MULTIPHASE :

	Layer 1	Layer 2	Layer 3
Phase (Sol. or Liq.)	______	______	______
Color	______	______	______
Viscosity	L M or H	L M or H	L M orH
% of Total Volume	______	______	______

MONITOR READING:	SAMPLE and /or INSPECTION DATE & TIME:
	______________HRS. METHOD:______________
SAMPLER(S) and / or INSPECTOR(S) SIGNATURE:	ANALYSIS:
	______________ ______________ ______________ ______________

ATTACHMENT B-5

Tetra Tech NUS, Inc. 661 Andersen Drive Pittsburgh, 15220 (412)921-7090	**Project:** **Site:** **Location:**	
Sample No:		**Matrix:**
Date:	**Time:**	**Preserve:**
Analysis:		
Sampled by:	**Laboratory:**	

ATTACHMENT B-6

TETRA TECH NUS, INC. CHAIN OF CUSTODY | NUMBER | PAGE ____ OF ______

PROJECT NO:	SITE NAME:	PROJECT MANAGER AND PHONE NUMBER	LABORATORY NAME AND CONTACT:
SAMPLERS (SIGNATURE)		FIELD OPERATIONS LEADER AND PHONE NUMBER	ADDRESS
		CARRIER/WAYBILL NUMBER	CITY, STATE

STANDARD TAT ☐
RUSH TAT ☐
☐ 24 hr. ☐ 48 hr. ☐ 72 hr. ☐ 7 day ☐ 14 day

CONTAINER TYPE PLASTIC (P) or GLASS (G)
PRESERVATIVE USED
TYPE OF ANALYSIS

DATE YEAR	TIME	SAMPLE ID	MATRIX	GRAB (G) COMP (C)	No. OF CONTAINERS									COMMENTS

1. RELINQUISHED BY	DATE	TIME	1. RECEIVED BY	DATE	TIME
2. RELINQUISHED BY	DATE	TIME	2. RECEIVED BY	DATE	TIME
3. RELINQUISHED BY	DATE	TIME	3. RECEIVED BY	DATE	TIME
COMMENTS					

DISTRIBUTION: WHITE (ACCOMPANIES SAMPLE) YELLOW (FIELD COPY) PINK (FILE COPY)

3/99
FORM NO. TtNUS-001

ATTACHMENT B-7

CHAIN-OF-CUSTODY SEAL

Signature	**CUSTODY SEAL**
Date	Date
CUSTODY SEAL	Signature

ATTACHMENT B-8

Tetra Tech NUS, Inc.

FIELD ANALYTICAL LOG SHEET
GEOCHEMICAL PARAMETERS

Page __ of __

Project Site Name: ______________________ Sample ID No.: ______________________

Project No.: ______________________ Sample Location: ______________________

Sampled By: ______________________ Duplicate: ☐

Field Analyst: ______________________ Blank: ☐

Field Form Checked as per QA/QC Checklist (initials): ______

SAMPLING DATA:

Date:	Color (Visual)	pH (S.U.)	S.C. (mS/cm)	Temp. (°C)	Turbidity (NTU)	DO (mg/l)	Salinity (%)	Other
Time:								
Method:								

SAMPLE COLLECTION/ANALYSIS INFORMATION:

ORP (Eh) (+/- mv):__________ Electrode Make & Model:______________________

Reference Electrode (circle one): Silver-Silver Chloride / Calomel / Hydrogen

Dissolved Oxygen:

Equipment: HACH Digital Titrator OX-DT CHEMetrics (Range: _______mg/L) Analysis Time: __________

Range Used:	Range	Sample Vol.	Cartridge	Multiplier
☐	1-5 mg/L	200 ml	0.200 N	0.01
☐	2-10 mg/L	100 ml	0.200 N	0.02

Titration Count	Multiplier	Concentration
______	x 0.01	= mg/L
______	x 0.02	= mg/L

CHEMetrics: _______mg/L

Notes:

Alkalinity:

Equipment: HACH Digital Titrator AL-DT CHEMetrics (Range: _______mg/L) Analysis Time: __________ Filtered: ☐

Range Used:	Range	Sample Vol.	Cartridge	Multiplier	Titration Count	Multiplier	Concentration
☐	10-40 mg/L	100 ml	0.1600 N	0.1	______ & ______	x 0.1	= mg/L
☐	40-160 mg/L	25 ml	0.1600 N	0.4	______ & ______	x 0.4	= mg/L
☐	100-400 mg/L	100 ml	1.600 N	1.0	______ & ______	x 1.0	= mg/L
☐	200-800 mg/L	50 ml	1.600 N	2.0	______ & ______	x 2.0	= mg/L
☐	500-2000 mg/L	20 ml	1.600 N	5.0	______ & ______	x 5.0	= mg/L
☐	1000-4000 mg/L	10 ml	1.600 N	10.0	______ & ______	x 10.0	= mg/L

Parameter:	Hydroxide	Carbonate	Bicarbonate
Relationship:			

CHEMetrics: _______mg/L

Notes:

Standard Additions: ☐ Titrant Molarity:________ Digits Required: 1st.:________ 2nd.:________ 3rd.:________

Carbon Dioxide:

Equipment: HACH Digital Titrator CA-DT CHEMetrics (Range: _______mg/L) Analysis Time: __________

Range Used:	Range	Sample Vol.	Cartridge	Multiplier
☐	10-50 mg/L	200 ml	0.3636 N	0.1
☐	20-100 mg/L	100 ml	0.3636 N	0.2
☐	100-400 mg/L	200 ml	3.636 N	1.0
☐	200-1000 mg/L	100 ml	3.636 N	2.0

Titration Count		Concentration
______	x 0.1	= mg/L
______	x 0.2	= mg/L
______	x 1.0	= mg/L
______	x 2.0	= mg/L

CHEMetrics: _______mg/L

Notes:

Standard Additions: ☐ Titrant Molarity:________ Digits Required: 1st.:________ 2nd.:________ 3rd.:________

ATTACHMENT B-8 (Continued)

Tetra Tech NUS, Inc.

FIELD ANALYTICAL LOG SHEET
GEOCHEMICAL PARAMETERS

Page __ of __

Project Site Name: ____________ Sample ID No.: ____________

Project No.: ____________ Sample Location: ____________

Sampled By: ____________ Duplicate: ☐

Field Analyst: ____________ Blank: ☐

Field Form Checked as per QA/QC Checklist (initials): ☐

SAMPLE COLLECTION/ANALYSIS INFORMATION:

Sulfide (S^{2-}):

Equipment: DR-700 DR-8 _ _ HS-WR Color Wheel Other: ____________ Analysis Time: ____________

Program/Module: 610nm 93

Concentration: ____________ mg/L Filtered: ☐

Notes: ____________

Sulfate (SO_4^{2-}):

Equipment: DR-700 DR-8 _ _ Other: ____________ Analysis Time: ____________

Program/Module: 91

Concentration: ____________ mg/L Filtered: ☐

Standard Solution: ☐ Results: ________

Standard Additions: ☐ Digits Required: 0.1ml:______ 0.2ml:______ 0.3ml:______

Notes: ____________

Nitrite (NO_2^--N): Analysis Time: ____________

Equipment: DR-700 DR-8 _ _ Other: ____________ Filtered: ☐

Program/Module: 60

Concentration: ____________ mg/L Reagent Blank Correction: ☐

Standard Solution: ☐ Results: ☐

Notes: ____________

Nitrate (NO_3^--N): Analysis Time: ____________

Equipment: DR-700 DR-8 _ _ Other: ____________ Filtered: ☐

Program/Module: 55

Concentration: ____________ mg/L

Nitrite Interference Treatment: ☐

Standard Solution: ☐ Results: ________ Reagent Blank Correction: ☐

Standard Additions: ☐ Digits Required: 0.1ml:______ 0.2ml:______ 0.3ml:______

Notes: ____________

ATTACHMENT B-8 (Continued)

Tetra Tech NUS, Inc.

FIELD ANALYTICAL LOG SHEET
GEOCHEMICAL PARAMETERS

Page __ of __

Project Site Name: ______________ Sample ID No.: ______________

Project No.: ______________ Sample Location: ______________

Sampled By: ______________ Duplicate: ☐

Field Analyst: ______________ Blank: ☐

Field Form Checked as per QA/QC Checklist (initials): ☐

SAMPLE COLLECTION/ANALYSIS INFORMATION:

Manganese (Mn^{2+}):

Equipment: DR-700 DR-8 __ HACH MN-5 Other: ______ Analysis Time: ______

Program/Module: 525nm 41

Concentration: ______ mg/L Filtered: ☐

Digestion: ☐

Standard Solution: ☐ Results: ______ Reagent Blank Correction: ☐

Standard Additions: ☐ Digits Required: 0.1ml:______ 0.2ml:______ 0.3ml:______

Notes: ______________

Ferrous Iron (Fe^{2+}):

Equipment: DR-700 DR-8 __ IR-18C Color Wheel Other: ______ Analysis Time: ______

Program/Module: 500nm 33

Concentration: ______ mg/L Filtered: ☐

Notes: ______________

Hydrogen Sulfide (H_2S):

Equipment: HS-C Other: ______ Analysis Time: ______

Concentration: ______ mg/L Exceeded 5.0 mg/L range on color chart: ☐

Notes: ______________

QA/QC Checklist:

All data fields have been completed as necessary: ☐

Correct measurement units are cited in the SAMPLING DATA block: ☐

Values cited in the SAMPLING DATA block are consistent with the Groundwater Sample Log Sheet: ☐

Mulitplication is correct for each *Multiplier* table: ☐

Final calulated concentration is within the appropriate *Range Used* block: ☐

Alkalinity *Relationship* is determined appropriatly as per manufacturer (HACH) instructions: ☐

QA/QC sample (e.g., Std. Additions, etc.) frequency is appropriate as per the project planning documents: ☐

Nitrite Interference treatment was used for Nitrate test if Nitrite was detected: ☐

Title block on each page of form is initialized by person who performed this QA/QC Checklist: ☐

ATTACHMENT C-1
EXAMPLE GROUNDWATER LEVEL MEASUREMENT SHEET

Tetra Tech NUS, Inc.

GROUNDWATER LEVEL MEASUREMENT SHEET

Project Name: ______________________ **Project No.:** ______________________
Location: ______________________ **Personnel:** ______________________
Weather Conditions: ______________________ **Measuring Device:** ______________________
Tidally Influenced: Yes ___ No ___ **Remarks:** ______________________

Well or Piezometer Number	Date	Time	Elevation of Reference Point (feet)*	Total Well Depth (feet)*	Water Level Indicator Reading (feet)*	Thickness of Free Product (feet)*	Groundwater Elevation (feet)*	Comments

* All measurements to the nearest 0.01 foot

Page ___ of ___

ATTACHMENT C-2
EXAMPLE PUMPING TEST DATA SHEET

Tetra Tech NUS, Inc.

PUMPING TEST DATA SHEET

PROJECT NAME: ____________ PUMPING WELL NUMBER: ____________
PROJECT NUMBER: ____________ MEASURED WELL NUMBER: ____________

[ ] PUMPING TEST [ ] STEP DRAW DOWN TEST

DATE(s): MONITORING POINT:
MEASUREMENT METHOD: DEPTH CORRECTION (ft):
TEST NUMBER: PUMP SETTING (Ft. below monitoring point):
STATIC WATER LEVEL (ft): DISTANCE FROM PUMPING WELL (ft):
PERSONNEL:
REMARKS:

MILITARY TIME	ELAPSED TIME SINCE PUMP START OR STOP (Min.)	WATER LEVEL (Ft.)	CORRECTION (Ft.)	DRAW DOWN OR RECOVERY (Ft.)	PUMPING RATE (GPM)	FLOW METER READING (Gals.)	REMARKS

NOTE: All measurements to nearest 0.01 foot measured from top of well riser pipe unless otherwise noted.

ATTACHMENT C-3

PACKER TEST REPORT FORM

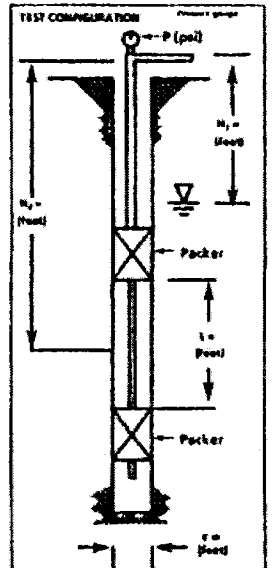
PROJECT: ____________ PROJECT NO.: ____________ TEST NO: ____________ PAGE ____ OF ____
BORING NO.: ____________ CASING DEPTH: ____________ CONTRACTOR: ____________ STATIC WATER LEVEL ____________
TEST INTERVAL: ____________ BY: ____________ CHECKED: ____________ PACKER PRESSURE ____________

Flow Test					Calculated Results							
Pressure, P (psi)	Elapsed Time (min)	Flow Reading	Δ Flow, ΔQ (ft³)	Δ Flow, ΔQ (gal)	Flow Rate Q (gal/min)	H_1* (ft)	Hp(ft) = 2.31 (psi)	H_2* (ft)	H = Hp + (H1 or H2)	Cp	K (ft/yr) = Cp Q/H	K (cm/sec) = 9.67 x 10^{-7} K (ft/yr)

CP = (1/(2 π L)) ln (L/r) (70,315.5)
7.48 Gallons = 1 Ft^3
1 psi = 2.31 ft head

* H_1 is used when the test length is below the water table.
H_2 is used when the test length is above the water table.

Remarks ____



Length of Test Section (in feet), L	Cp			
	Casing Bit Size			
	[illegible]	[illegible]	[illegible]	[illegible]
1	[illegible]	[illegible]	[illegible]	[illegible]
2	[illegible]	[illegible]	[illegible]	[illegible]
5	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
10	[illegible]	[illegible]	[illegible]	[illegible]
15	[illegible]	[illegible]	[illegible]	[illegible]
20	[illegible]	[illegible]	[illegible]	[illegible]

ATTACHMENT C-4

Tetra Tech NUS, Inc.

BORING LOG

Page ___ of ___

PROJECT NAME: ____________ BORING No.: ____________
PROJECT NUMBER: ____________ DATE: ____________
DRILLING COMPANY: ____________ GEOLOGIST: ____________
DRILLING RIG: ____________ DRILLER: ____________

					MATERIAL DESCRIPTION					PID/FID Reading (ppm)			
Sample No. and Type or RQD	Depth (Ft.) or Run No.	Blows / 6" or RQD (%)	Sample Recovery / Sample Length	Lithology Change (Depth/Ft.) or Screened Interval	Soil Density/ Consistency or Rock Hardness	Color	Material Classification	U S C S *	Remarks	Sample	Sampler BZ	Borehole**	Driller BZ**

* When rock coring, enter rock brokeness.

** Include monitor reading in 5 foot intervals @ borehole. Increase reading frequency if elevated reponse read.

Remarks: ____

Drilling Area Background (ppm): [ ]

Converted to Well: Yes ______ No ______ Well I.D. #: ______________

ATTACHMENT C4 (Continued)

LEGEND
SOIL TERMS

UNIFIED SOIL CLASSIFICATION (USCS)

COARSE-GRAINED SOILS — More Than Half of Material is LARGER Than No. 200 Sieve Size

FIELD IDENTIFICATION PROCEDURES (Excluding Particles Larger Than 3 Inches and Basing Fractions on Estimated Weights)			GROUP SYMBOL	TYPICAL NAMES
GRAVELS (50%(+)> 1/4" ø	CLEAN GRAVELS (Low % Fines)	Wide range in grain size and substantial amounts of all intermediate particle sizes.	GW	Well graded gravels, gravel-sand mixtures, little or no fines.
		Predominantly one size or a range of sizes with some intermediate sizes missing.	GP	Poorly graded gravels, gravel-sand mixtures, little or no fines.
	GRAVELS W/FINES (High % Fines)	Non-plastic fines (for identification procedures, see ML)	GM	Silty gravels, poorly graded gravel-sand-silt mixtures.
		Plastic fines (for identification procedures, see CL)	GC	Clayey gravels, poorly graded gravel-sand-clay mixtures.
SANDS 50%(+)<1/4" ø	CLEAN SANDS (Low % Fines)	Wide range in grain size and substantial amounts of all intermediate particle sizes.	SW	Well graded sand, gravelly sands, little or no fines.
		Predominantly one size or a range of sizes with some intermediate sizes missing.	SP	Poorly graded sands, gravelly sands, little or no fines.
	SANDS W/FINES (High % Fines)	Non-plastic fines (for identification procedures, see MCL)	SM	Silty sands, poorly graded sand-silt mixtures.
		Plastic fines (for identification procedures, see CL)	SC	Clayey sands, poorly graded sand-clay mixtures.

FINE-GRAINED SOILS — More Than Half of Material is SMALLER Than No. 200 Sieve Size

FIELD IDENTIFICATION PROCEDURES (Excluding Particles Larger Than 3 Inches and Basing Fractions on Estimated Weights) — Identification Procedures on Fraction Smaller than No. 40 Sieve Size	DAY STRENGTH (Crushing Characteristics)	DILATANCY (Reaction to Shaking)	TOUGHNESS (Consistency Near Plastic Limit)	GROUP SYMBOL	TYPICAL NAMES
SILTS AND CLAYS Liquid Limit <50	None to Slight	Quick to Slow	None	ML	Inorganic silts and very fine sands, rock flour, silty or clayey fine sands with slight plasticity
	Medium to High	None to Very Slow	Medium	CL	Inorganic clays of low to medium plasticity, gravelly clays, sandy clays, silty clays, lean clays.
	Slight to Medium	Slow	Slight	OL	Organic silts and organic silt-clays of low plasticity.
SILTS AND CLAYS Liquid Limit >50	Slight to Medium	Slow to None	Slight to Medium	MH	Inorganic silts, micaceous or diatomaceous fine sandy or silty soils, elastic silts.
	High to Very High	None	High	CH	Inorganic clays of high plasticity, fat clays.
	Medium to High	None to Very Slow	Slight to Medium	OH	Organic clays of medium to high plasticity.
HIGHLY ORGANIC SOILS	Readily identified by color, odor, spongy feel and frequently by fibrous texture.			Pt	Peat and other organic soils

Boundary classifications: Soils possessing characteristics of two groups are designated by combining group symbols. For example, GW-GC, well graded gravel-sand mixture with clay binder.
All sieve sizes on this chart are U.S. Standard.

DENSITY OF GRANULAR SOILS	
DESIGNATION	STANDARD PENETRATION RESISTANCE-BLOWS/FOOT
Very Loose	0-4
Loose	5-10
Medium Loose	11-30
Dense	31-50
Very Dense	Over 50

CONSISTENCY OF COHESIVE SOILS			
CONSISTENCY	UNC COMPRESSIVE STRENGTH (TONS/SQ. FT.)	STANDARD PENETRATION RESISTANCE-BLOWS/FOOT	FIELD IDENTIFICATION METHODS
Very Soft	Less than 0.25	0 to 2	Easily penetrated several inches by fist
Soft	0.25 to 0.50	2 to 4	Easily penetrated several inches by thumb.
Medium Stiff	0.50 to 1.0	4 to 8	Can be penetrated several inches by thumb.
Stiff	1.0 to 2.0	8 to 15	Readily indented by thumb
Very Stiff	2.0 to 4.0	15 to 30	Readily indented by thumbnail.
Hard	More than 4.0	Over 30	Indented with difficulty by thumbnail

ROCK TERMS

ROCK HARDNESS (FROM CORE SAMPLES)			ROCK BROKENESS		
Descriptive Terms	Screwdriver or Knife Effects	Hammer Effects	Descriptive Terms	Abbreviation	Spacing
Soft	Easily Gouged	Crushes when pressed with hammer	Very Broken	(V. Br.)	0-2"
Medium Soft	Can be Gouged	Breaks (one blow); crumbly edges	Broken	(Br.)	2"-1'
Medium Hard	Can be scratched	Breaks (one blow); sharp edges	Blocky	(Bl.)	1'-3'
Hard	Cannot be scratched	Breaks conchoidally (several blows); sharp edges	Massive	(M.)	3'-10'

LEGEND:

SOIL SAMPLES - TYPES

S-2" Split Barrel Sample

ST-3" O.D. Undisturbed Sample
O - Other Samples, Specify in Remarks

ROCK SAMPLES - TYPES

X-NX (Conventional) Core (~2-1/8" O.D.)

Q-NQ (Wireline) Core (~1-7/8" O.D.)
Z - Other Core Sizes, Specify in Remarks

12/18

WATER LEVELS

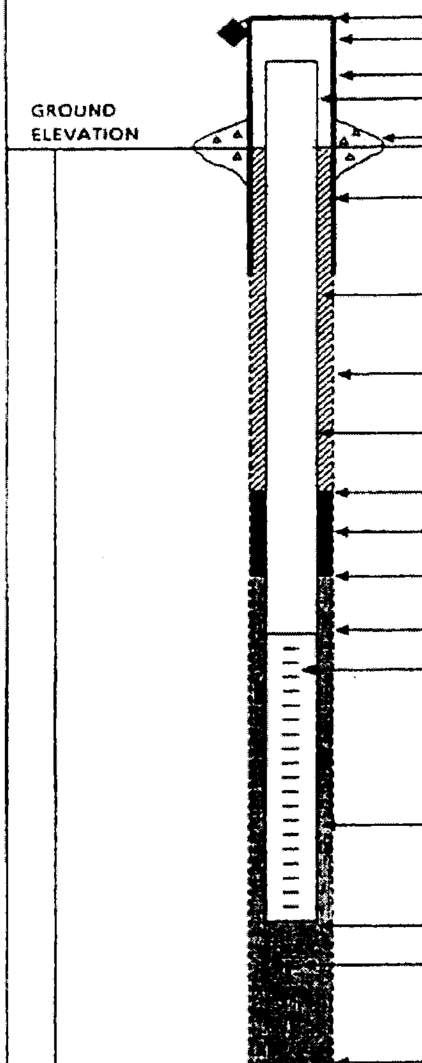
12/18
∇ 12.6 Initial Level w/Date & Depth

ATTACHMENT C-5
EXAMPLE OVERBURDEN MONITORING WELL SHEET

BORING NO.: ____________

OVERBURDEN
MONITORING WELL SHEET

PROJECT ____________ LOCATION ____________ DRILLER ____________
PROJECT NO. ____________ BORING ____________ DRILLING METHOD ____________
ELEVATION ____________ DATE ____________ DEVELOPMENT METHOD ____________
FIELD GEOLOGIST ____________



ELEVATION OF TOP OF SURFACE CASING : ____________
ELEVATION OF TOP OF RISER PIPE: ____________
STICK - UP TOP OF SURFACE CASING: ____________
STICK - UP RISER PIPE : ____________
TYPE OF SURFACE SEAL: ____________
I.D. OF SURFACE CASING: ____________
TYPE OF SURFACE CASING: ____________
RISER PIPE I.D. ____________
TYPE OF RISER PIPE: ____________
BOREHOLE DIAMETER: ____________
TYPE OF BACKFILL: ____________
ELEVATION / DEPTH TOP OF SEAL: ______ / ______
TYPE OF SEAL: ____________
DEPTH TOP OF SAND PACK: ____________
ELEVATION / DEPTH TOP OF SCREEN: ______ / ______
TYPE OF SCREEN: ____________
SLOT SIZE x LENGTH: ____________
I.D. OF SCREEN: ____________
TYPE OF SAND PACK: ____________
ELEVATION / DEPTH BOTTOM OF SCREEN: ______ / ______
ELEVATION / DEPTH BOTTOM OF SAND PACK: ______ / ______
TYPE OF BACKFILL BELOW OBSERVATION WELL: ____________
ELEVATION / DEPTH OF HOLE: ______ / ______

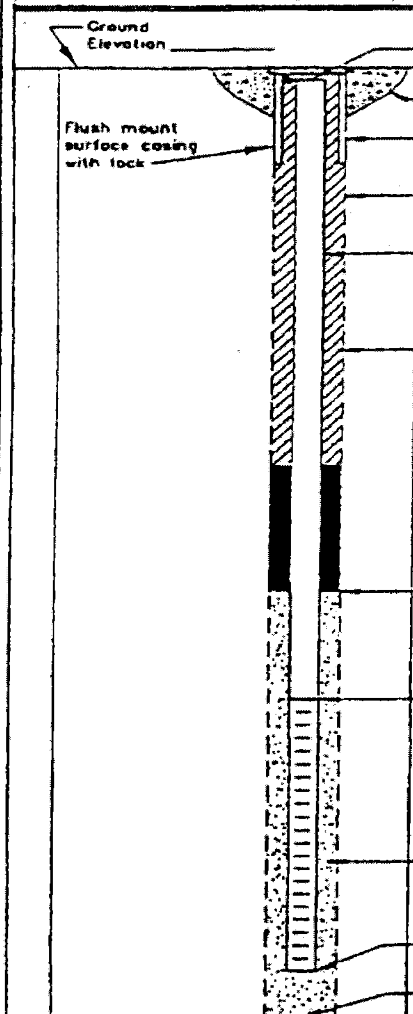
ATTACHMENT C-5A
EXAMPLE OVERBURDEN MONITORING WELL SHEET (FLUSHMOUNT)

BORING NO.: ______

MONITORING WELL SHEET

PROJECT ______ LOCATION ______
PROJECT NO. ______ BORING ______
ELEVATION ______ DATE ______
FIELD GEOLOGIST ______

DRILLER ______
DRILLING METHOD ______
DEVELOPMENT METHOD ______



ELEVATION TOP OF RISER: ______
TYPE OF SURFACE SEAL: ______
TYPE OF PROTECTIVE CASING: ______
I.D. OF PROTECTIVE CASING: ______
DIAMETER OF HOLE: ______
TYPE OF RISER PIPE: ______
RISER PIPE I.D.: ______
TYPE OF BACKFILL/SEAL: ______
______
DEPTH/ELEVATION TOP OF SAND: ____/____
DEPTH/ELEVATION TOP OF SCREEN: ____/____
TYPE OF SCREEN: ______
SLOT SIZE x LENGTH: ______
TYPE OF SAND PACK: ______
DIAMETER OF HOLE IN BEDROCK: ______
DEPTH/ELEVATION BOTTOM OF SCREEN: ____/____
DEPTH/ELEVATION BOTTOM OF SAND: ____/____
DEPTH/ELEVATION BOTTOM OF HOLE: ____/____
BACKFILL MATERIAL BELOW SAND: ______

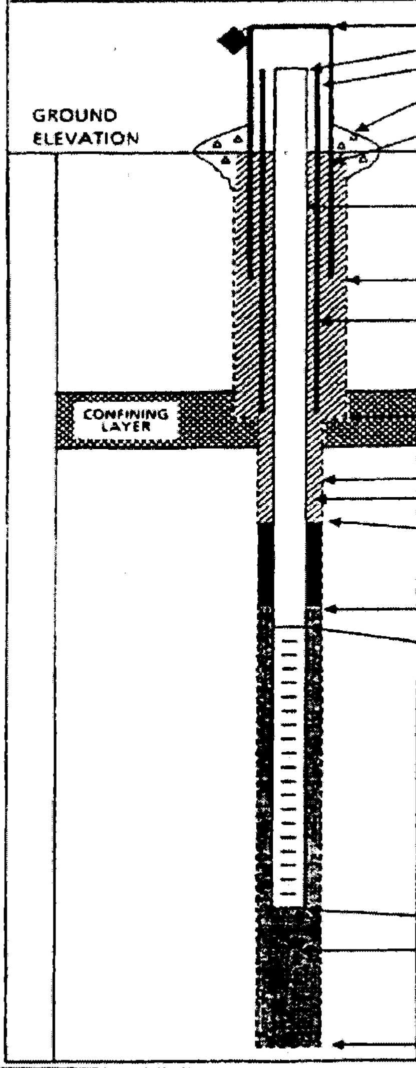
ATTACHMENT C-6
EXAMPLE CONFINING LAYER MONITORING WELL SHEET

BORING NO.: ____________

CONFINING LAYER
MONITORING WELL SHEET

PROJECT ____________ LOCATION ____________
PROJECT NO. ____________ BORING ____________
ELEVATION ____________ DATE ____________
FIELD GEOLOGIST ____________

DRILLER ____________
DRILLING
METHOD ____________
DEVELOPMENT
METHOD ____________



ELEVATION OF TOP OF SURFACE CASING : ____________
ELEVATION OF TOP OF RISER PIPE: ____________
ELEVATION TOP OF PERM. CASING: ____________
TYPE OF SURFACE SEAL: ____________
I.D. OF SURFACE CASING: ____________
TYPE OF SURFACE CASING: ____________
RISER PIPE I.D. ____________
TYPE OF RISER PIPE: ____________
BOREHOLE DIAMETER: ____________
PERM. CASING I.D. ____________
TYPE OF CASING & BACKFILL: ____________
ELEVATION / DEPTH TOP CONFINING LAYER: ____________
ELEVATION / DEPTH BOTTOM OF CASING: ____________
ELEVATION / DEPTH BOT. CONFINING LAYER: ____________
BOREHOLE DIA. BELOW CASING: ____________
TYPE OF BACKFILL: ____________
ELEVATION / DEPTH TOP OF SEAL: ____________
TYPE OF SEAL: ____________
DEPTH TOP OF SAND PACK: ____________
ELEVATION/DEPTH TOP OF SCREEN: ____________
TYPE OF SCREEN: ____________
TYPE OF SAND PACK: ____________
ELEVATION / DEPTH BOTTOM OF SCREEN: ____________
ELEVATION / DEPTH BOTTOM OF SAND PACK: ____________
TYPE OF BACKFILL BELOW OBSERVATION WELL: ____________
ELEVATION / DEPTH OF HOLE: ____________

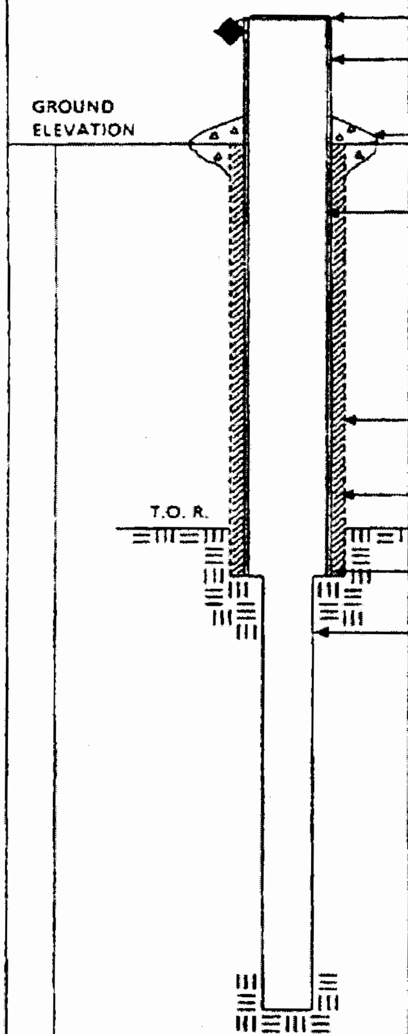
ATTACHMENT C-7
EXAMPLE BEDROCK MONITORING WELL SHEET - OPEN HOLE WELL

BORING NO.: ____________

BEDROCK
MONITORING WELL SHEET
OPEN HOLE WELL

PROJECT ____________ LOCATION ____________
PROJECT NO. ____________ BORING ____________
ELEVATION ____________ DATE ____________
FIELD GEOLOGIST ____________

DRILLER ____________
DRILLING METHOD ____________
DEVELOPMENT METHOD ____________



ELEVATION OF TOP OF CASING: ____________

STICK UP OF CASING ABOVE GROUND SURFACE: ____________

TYPE OF SURFACE SEAL: ____________
____

I.D. OF CASING: ____________
TYPE OF CASING: ____________

TEMP. / PERM.: ____________

DIAMETER OF HOLE: ____________

TYPE OF CASING SEAL: ____________

DEPTH TO TOP OF ROCK: ____________

DEPTH TO BOTTOM CASING: ____________

DIAMETER OF HOLE IN BEDROCK: ____________

DESCRIBE IF CORE / REAMED WITH BIT:
____
____
____

DESCRIBE JOINTS IN BEDROCK AND DEPTH:
____
____
____

ELEVATION / DEPTH OF HOLE: ______ / ______

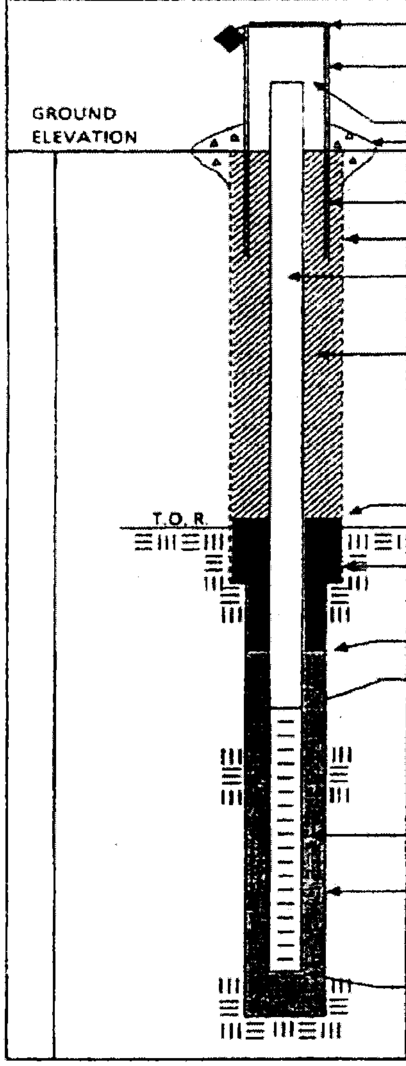
ATTACHMENT C-8
EXAMPLE BEDROCK MONITORING WELL SHEET - WELL INSTALLED IN BEDROCK

BORING NO.: ____________

BEDROCK
MONITORING WELL SHEET
WELL INSTALLED IN BEDROCK

PROJECT ____________ LOCATION ____________
PROJECT NO. ____________ BORING ____________
ELEVATION ____________ DATE ____________
FIELD GEOLOGIST ____________

DRILLER ____________
DRILLING METHOD ____________
DEVELOPMENT METHOD ____________



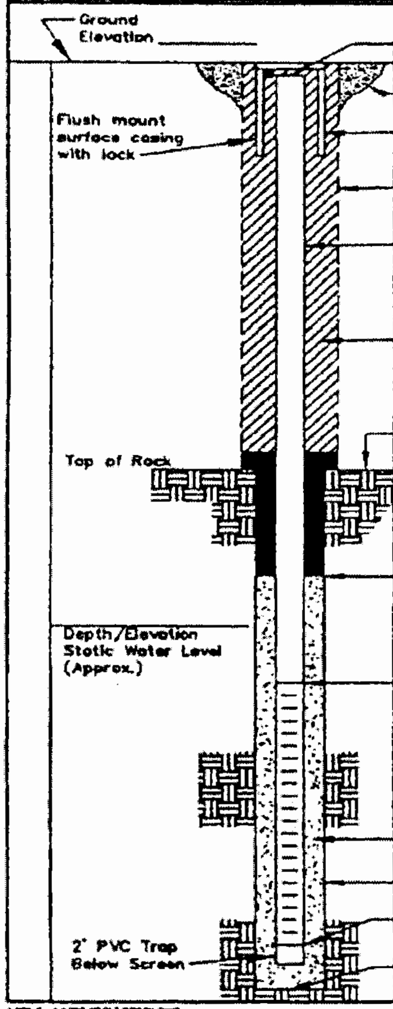
ELEVATION OF TOP OF SURFACE CASING: ____________
STICK UP OF CASING ABOVE GROUND SURFACE: ____________
ELEVATION TOP OF RISER: ____________
TYPE OF SURFACE SEAL: ____________
I.D. OF SURFACE CASING: ____________
DIAMETER OF HOLE: ____________
RISER PIPE I.D.: ____________
TYPE OF RISER PIPE: ____________
TYPE OF BACKFILL: ____________
ELEVATION / DEPTH TOP OF SEAL: ____ / ____
ELEVATION / DEPTH TOP OF BEDROCK: ____ / ____
TYPE OF SEAL: ____________
ELEVATION / DEPTH TOP OF SAND: ____ / ____
ELEVATION / DEPTH TOP OF SCREEN: ____ / ____
TYPE OF SCREEN: ____________
SLOT SIZE x LENGTH: ____________
I.D. SCREEN: ____________
TYPE OF SAND PACK: ____________
DIAMETER OF HOLE IN BEDROCK: ____________
CORE / REAM: ____________
ELEVATION / DEPTH BOTTOM SCREEN: ____ / ____
ELEVATION / DEPTH BOTTOM OF HOLE: ____ / ____

ATTACHMENT C-9
EXAMPLE BEDROCK MONITORING WELL SHEET
WELL INSTALLED IN BEDROCK (FLUSHMOUNT)

BORING NO.: ____________

BEDROCK
MONITORING WELL SHEET
WELL INSTALLED IN BEDROCK

PROJECT: ____________	LOCATION: ____________	DRILLER: ____________
PROJECT NO.: ____________	BORING: ____________	DRILLING METHOD: ____________
ELEVATION: ____________	DATE: ____________	DEVELOPMENT METHOD: ____________
FIELD GEOLOGIST: ____________		



ELEVATION TOP OF RISER: ____________

TYPE OF SURFACE SEAL: ____________

TYPE OF PROTECTIVE CASING: ____________

I.D. OF PROTECTIVE CASING: ____________

DIAMETER OF HOLE: ____________

TYPE OF RISER PIPE: ____________

RISER PIPE I.D.: ____________

TYPE OF BACKFILL/SEAL: ____________

DEPTH/ELEVATION TOP OF BEDROCK: ______/______

DEPTH/ELEVATION TOP OF SAND: ______/______

DEPTH/ELEVATION TOP OF SCREEN: ______/______

TYPE OF SCREEN: ____________

SLOT SIZE x LENGTH: ____________

TYPE OF SAND PACK: ____________

DIAMETER OF HOLE IN BEDROCK: ____________

DEPTH/ELEVATION BOTTOM OF SCREEN: ______/______

DEPTH/ELEVATION BOTTOM OF SAND: ______/______

DEPTH/ELEVATION BOTTOM OF HOLE: ______/______

BACKFILL MATERIAL BELOW SAND: ____________

ATTACHMENT C-10
EXAMPLE TEST PIT LOG

TEST PIT LOG

Tetra Tech NUS, Inc.

PROJECT: ____________________ TEST PIT NO.:

PROJECT NO ____________________ DATE: ____________

LOCATION: ____________________

FIELD GEOLOGIST ____________________

DEPTH (Ft.)	LITHOLOGY CHANGE (Depth/Ft.)	MATERIAL DESCRIPTION (Soil Density / Consistency, Color)	USCS	REMARKS

Test Pit Cross Section and / or Plan View

REMARKS ____________________

PHOTO LOG ____________________

TEST PIT ________

PAGE ____ OF ____

ATTACHMENT C-11
EXAMPLE CERTIFICATE OF CONFORMANCE

MONITORING WELL MATERIALS CERTIFICATE OF CONFORMANCE

Well Designation: ______________________ Site Geologist: ______________________

Site Name: ______________________ Drilling Company: ______________________

Date Installed: ______________________ Driller: ______________________

Project Name: ______________________ Project Number: ______________________

Material	Brand/Description	Source/Supplier	Sample Collected ?
Well Casing			
Well Screen			
End Cap			
Drilling Fluid			
Drilling Fluid Additives			
Backfill Material			
Annular Filter Pack			
Bentonite Seal			
Annular Grout			
Surface Cement			
Protective Casing			
Paint			
Rod Lubricant			
Compressor Oil			

To the best of my knowledge, I certify that the above described materials were used during installation of this monitoring well.

Signature of Site Geologist: ______________________

ATTACHMENT C-12
EXAMPLE MONITORING WELL DEVELOPMENT RECORD

Tetra Tech NUS, Inc.

MONITORING WELL DEVELOPMENT RECORD

Page ___ of _____

Site: ______________________ Depth to Bottom (ft.) ______________ Project Name: ______________________________
Well: ______________________ Static Water Level Before (ft.): ________ Project Number: ______________________________
Date Installed: _______________ Static Water Level After (ft.): ________ Site Geologist: ______________________________
Date Developed: ______________ Screen Length (ft.): ______________ Drilling Co.: ______________________________
Dev. Method: ________________ Specific Capacity: ______________
Pump Type: _________________ Casing ID (in.): ________________

Time	Estimated Sediment Thickness (Ft.)	Cumulative Water Volume (Gal.)	Water Level Readings (Ft. below TOC)	Temperature (Degrees C)	pH	Specific Conductance (Units _____)	Turbidity (NTU)	Remarks (odor, color, etc.)

ATTACHMENT D
EXAMPLE EQUIPMENT CALIBRATION LOG

Tetra Tech NUS, Inc.

EQUIPMENT CALIBRATION LOG

PROJECT NAME : ____________________ INSTRUMENT NAME/MODEL: ____________________

SITE NAME: ____________________ MANUFACTURER: ____________________

PROJECT No.: ____________________ SERIAL NUMBER: ____________________

Date of Calibration	Instrument I.D. Number	Person Performing Calibration	Instrument Settings		Instrument Readings		Calibration Standard (Lot No.)	Remarks and Comments
			Pre-calibration	Post-calibration	Pre-calibration	Post-calibration		

ATTACHMENT E

Tetra Tech NUS, Inc.

DAILY ACTIVITIES RECORD

PROJECT NAME: ____________________ PROJECT NUMBER: __________

CLIENT: ____________________ LOCATION: __________

DATE: ____________________ ARRIVAL TIME: __________

Tt NUS PERSONNEL: ____________________ DEPARTURE TIME: __________

CONTRACTOR: ____________________ DRILLER: __________

ITEM	QUANTITY ESTIMATE	QUANTITY TODAY	PREVIOUS TOTAL QUANTITY	CUMULATIVE QUANTITY TO DATE

COMMENTS: ____

____

____

____

APPROVED BY:

____________________ ____________________

Tt NUS REPRESENTATIVE DRILLER

DATE: __________

ATTACHMENT F
FIELD TRIP SUMMARY REPORT
PAGE 1 OF 2

SUNDAY

Date: ____________________ Personnel: ____________

Weather: ____________________ Onsite: ____________

Site Activities: ____

____

____

____

MONDAY

Date: ____________________ Personnel: ____________

Weather: ____________________ Onsite: ____________

Site Activities: ____

____

____

____

TUESDAY

Date: ____________________ Personnel: ____________

Weather: ____________________ Onsite: ____________

Site Activities: ____

____

____

____

WEDNESDAY

Date: ____________________ Personnel: ____________

Weather: ____________________ Onsite: ____________

Site Activities: ____

____

____

____

ATTACHMENT F
PAGE 2 OF 2
FIELD TRIP SUMMARY REPORT

THURSDAY

Date: ______________________ Personnel: ______________

Weather: ______________________ Onsite: ______________

Site Activities: ____

____

____

____

FRIDAY

Date: ______________________ Personnel: ______________

Weather: ______________________ Onsite: ______________

Site Activities: ____

____

____

____

SATURDAY

Date: ______________________ Personnel: ______________

Weather: ______________________ Onsite: ______________

Site Activities: ____

____

____

____