

APPENDIX A

FORMAT CHARACTERISTICS FOR PRELIMINARY RESULTS DATA

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FORMAT CHARACTERISTICS FOR PRELIMINARY RESULTS DATA

The Preliminary Results (PR) data deliverable consists of a Comma-Separated Values (CSV) file containing all the following columns (Table 1 - Preliminary Results Data Deliverable) in the order specified and reported based on the provided specifications. All numeric values shall be reported as numeric values, not equations.

The PR data for each sample and method does not need to be reported in separate files. All PR data with the same data due date, for a given Sample Delivery Group (SDG), can be included in one file. The Portable Document Format (PDF) file of the Traffic Report/Chain of Custody (TR/COC) Records can be uploaded once, with the first set of PR data delivered for the SDG.

The Contractor shall deliver the files to the recipients specified in Table 1 - Deliverable Schedule of Exhibit B - Reporting and Deliverables Requirements. The Contractor will be notified of the email address(es) of the Regional recipient(s) at the time of scheduling.

The format for the file name shall be PR_Case Number_SDG Number_Contract Number.csv.

TABLE 1. PRELIMINARY RESULTS DATA DELIVERABLE

Column	Instruction
LabID	Report the Agency-assigned Lab Code.
LabName	Report the Lab Name per the instructions for Header/LabName.
SOW	Report the SOW per the instructions for SamplePlusMethod/ClientMethodSource.
LabContract	Report the Lab Contract Number per the instructions for Header/LabContract.
Case	Report the Case Number per the instructions for Header/ProjectID.
SDGNumber	Report the SDG number per the instructions for Header/LabDataPackageID.
AnalyticalMethod	Report the analytical method per the instructions for SamplePlusMethod/ClientMethodID.
ClientMethodModificationID	Report the MA Number per the instructions for SamplePlusMethod/ClientMethodModificationID if applicable. Otherwise leave null.
EPASampleNumber	Report the EPA Sample Number per the instructions for SamplePlusMethod/ClientSampleID.
Matrix	Report the sample matrix per the instructions for SamplePlusMethod/MatrixID.
Level	Report the sample level per the instructions for SamplePlusMethod/MethodLevel if applicable. Otherwise leave null.
LabSampleID	Report per the instructions for SamplePlusMethod/LabSampleID.
SampleWeightOrVolume	Report the sample volume or mass prepared per the instructions for PreparationPlusCleanup/AliquotAmount for the preparation from which the result is reported.
SampleWeightVolumeUnits	Report per the instructions for PreparationPlusCleanup/AliquotAmountUnits.
PercentSolids	Report the Percent Solids per the instructions for Characteristic/CharacteristicValue when Characteristic/CharacteristicType is "Percent_Solids".
LabReceiptDate	Report per the instructions for SamplePlusMethod/LabReceiptDate.
GCColumn	For GC/MS and GC methods, report the column the result is reported from per the instructions for Analysis/Column.
DatePrepared	Report the date samples began extraction, digestion, or distillation per the instructions for PreparationPlusCleanup/PreparedDate for the preparation from which the result is reported.
DateAnalyzed	Report the analysis date and time per the instructions for Analysis/AnalyzedDate for the analysis from which the result is reported.
FinalVolume	Report the final volume of the extract, digestate, or distillate per the instructions for PreparationPlusCleanup/FinalAmount.
FinalVolumeUnits	Report the units for the final volume per the instructions for PreparationPlusCleanup/FinalAmountUnits.

TABLE 1. PRELIMINARY RESULTS DATA DELIVERABLE (CON'T)

Column	Instruction
AnalyzedAmount	For medium VOA soils, report the soil aliquot volume per the instructions for Analysis/AnalyzedAmount. For Semivolatiles, Pesticides, and Aroclors report the volume of extract taken for analysis. Otherwise leave null.
AnalyzedAmountUnits	Report the units for the Analyzed Amount per the instructions for Analysis/AnalyzedAmountUnits.
HeatedPurge	For VOA analysis, report per the instructions for Analysis/HeatedPurge. Otherwise leave null.
PreparationMethod	Report the sample preparation method per the instructions in PreparationPlusMethod/ClientMethodID.
InjectionVolume	For GC/MC and GC methods, report the volume purged or injected per the requirements for Analysis/InjectionVolume. Otherwise leave null.
InjectionVolumeUnits	Report per the instructions for Analysis/InjectionVolumeUnits.
pH	Report the aqueous/water sample pH at time of receipt per the instructions for Characteristic/CharacteristicValue when Characteristic/CharacteristicType is "pH" under the SamplePlusMethod node.
DilutionFactor	Report the dilution factor per the instructions for Analysis/DilutionFactor for the analysis the result is reported from.
CleanupType1	As applicable, report the first cleanup procedure used per the instructions in PreparationPlusCleanup/CleanupType. Otherwise leave null.
CleanupFactor1	As applicable, report the cleanup factor determined in Exhibit D for the analysis for the first cleanup. Otherwise leave null.
CleanupType2	As applicable, report the second cleanup procedure used per the instructions in PreparationPlusCleanup/CleanupType. Otherwise leave null.
CleanupFactor2	As applicable, report the cleanup factor determined in Exhibit D for the analysis for the second cleanup. Otherwise leave null.
CleanupType3	As applicable, report the third cleanup procedure used per the instructions in PreparationPlusCleanup/CleanupType. Otherwise leave null.
CleanupFactor3	As applicable, report the cleanup factor determined in Exhibit D for the analysis for the third cleanup. Otherwise leave null.
CASNumber	Report the CAS Registry Number per the instructions for ReportedResult/CASRegistryNumber.
AnalyteName	Report the Analyte Name per the instructions for ReportedResult/AnalyteName.
AnalyteType	Report the analyte type per the instructions for ReportedResult/AnalyteType.

TABLE 1. PRELIMINARY RESULTS DATA DELIVERABLE (CON'T)

Column	Instruction
Result	Report the result for detects per the instructions for ReportedResult/Result. For non-detects, report the adjusted CRQL per the instructions for ReportedResult/QuantitationLimit.
ResultUnits	Report per the instructions for ReportedResult/ResultUnits.
QuantitationLimit	Report the adjusted CRQL per the instructions for ReportedResult/QuantitationLimit.
QuantitationLimitUnits	Report per the instructions for ReportedResult/QuantitationLimitUnits.
LabQualifiers	Report all required qualifiers per the instructions for ReportedResult/LabQualifiers if applicable, otherwise leave null.

APPENDIX B

FORMAT CHARACTERISTICS FOR METHOD DETECTION LIMIT STUDY DATA

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FORMAT CHARACTERISTICS FOR METHOD DETECTION LIMIT STUDY DATA

The Method Detection Limit (MDL) study data deliverable consists of a comma-separated values (CSV) file containing the following fields (Table -1 - Method Detection Limit Study Data Deliverable) in the order specified and reported based on the provided specifications.

All fields must be reported. Report contents per the instructions. All numeric values shall be reported as numeric values, not as equations.

The Contractor shall provide one file for each combination of analytical method, preparation method, instrument, and column type and dimensions used to report MDLs under this contract.

The Contractor shall deliver the files to the recipients specified in Table 1 of Exhibit B - Reporting and Deliverables Requirements.

The format for the file name shall be MDL_#.csv, where # can be any naming convention selected by the Contractor.

TABLE 1. PRELIMINARY RESULTS DATA DELIVERABLE

Column	Instruction
LabID	Report the Agency-assigned Lab Code.
LabContract	Report the Lab Contract Number per the instructions for Header/LabContract.
MethodSource	Report the SOW per the instructions for SamplePlusMethod/ClientMethodSource.
Method	Report the analytical method per the instructions for SamplePlusMethod/ClientMethodID.
PreparationMethod	Report the preparation method per the instructions for PreparationPlusCleanup/ClientMethodID.
ClientMethodCategory	Leave null.
ClientMethodModificationID	Report the MA number per the instructions for SamplePlusMethod/ClientMethodModificationID if applicable. Otherwise leave null.
Level	Leave null.
Matrix	Report the sample matrix per the instructions for SamplePlusMethod/MatrixID.
InstrumentID	Report the instrument ID per the instructions for Analysis/InstrumentID.
ColumnID	Report the column ID per the instructions for Analysis/Column.
ClientAnalyteID	Report the analyte per the instructions for ReportedResult/ClientAnalyteID.
DetectionLimit	Report the Detection Limit for each analyte calculated from the spike replicates or from the Method Blank analyses per the instructions for ReportedResult/ClientDetectionLimit. The unadjusted MDL shall always be rounded up from the value calculated from the MDL study data. For example, a calculated MDL value of 22.43 shall be reported as 23. This requirement is to prevent values less than the actual detection limit being reported as detects.
DetectionLimitUnits	Report the appropriate units for the matrix and preparation method per the instructions for ReportedResult/ClientDetectionLimitUnits.
DetectionLimitMethod	Report "Spike" if the MDL is determined from the analysis of spiked samples. Report "Blank" if the MDL is determined from analyzed Method Blanks.
EffectiveDate	Report the date on which the Laboratory began to use the MDL for reporting sample results for that analyte and method formatted per the instructions for Header/DateFormat.

APPENDIX C

FORMAT CHARACTERISTICS FOR SAMPLE DELIVERY GROUP TRAFFIC REPORT/CHAIN OF
CUSTODY RECORDS DATA

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FORMAT CHARACTERISTICS FOR SAMPLE DELIVERY GROUP TRAFFIC REPORT/CHAIN OF
CUSTODY RECORDS DATA

The Sample Delivery Group (SDG) Traffic Report/Chain of Custody (TR/COC) Records data deliverable consists of a Comma-Separated Values (CSV) file containing the following columns (Table 1 - SDG TR/COC Records Data Deliverable) in the order specified and reported based on the provided specifications, and a Portable Document Format (PDF) file of the corresponding SDG Cover Page and TR/COC Records.

All fields in the CSV file must be reported, but not all fields will require content in all cases (e.g., ModifiedAnalysisNumber is only reported when a Modified Analysis has been solicited for the scheduled analysis). Report contents per the instructions.

The Contractor shall provide one file for each SDG.

The Contractor shall deliver the file to the recipients specified in Table 1 - Deliverable Schedule of Exhibit B - Reporting and Deliverables Requirements.

The format for the file name shall be
TRCOC_CaseNumber_SDGNumber_ContractNumber.csv.

TABLE 1. SDG TR/COC RECORDS DATA DELIVERABLE

Column	Instruction
SDGNumber	Report the lab-generated Sample Delivery Group (SDG) Number.
CaseNumber	Report the assigned Case Number.
LabCode	Report the Agency-assigned Lab Code.
SDGComments	Enter any comments. May leave blank if none.
SampleNumber	Report the EPA Sample Number from the TR/COC.
DeliverableType	Report "2a".
SampleTypeCode	Report "Field_Sample", "Field_Blank", or "PT_Sample" as applicable.
SampleShipDate	Report the date and time the sample was shipped to the lab. Format as YYYYMMDDTHH:MM.
SampleReceiptDate	Report the date and time this sample was received by the laboratory. Format as YYYYMMDDTHH:MM.
StationLocation	Report the Station Location from the TR/COC.
CollectionStartDate	Report the date and time this sample was collected or sample collection was started. Format as YYYYMMDDTHH:MM.
CollectionEndDate	Report the date and time sample collection ended if provided. Otherwise leave blank. Format as YYYYMMDDTHH:MM.
COCIdentifier	Report the TR/COC Record Form Number.
TurnaroundTime	Enter the Turn Around Time per the contract.
MatrixName	Report the Matrix (Water, Soil, Tissue, Sludge, Biosolids, Ash, Oil) as applicable.
AnalysisName	Report the Analysis Name.
SolicitationNumber	Report the Solicitation ID Number, if applicable. Otherwise, leave null.
MANumber	Report the MA Number, if applicable. Otherwise leave null.
PRRequired	Report "Y" or "N" as applicable if Preliminary Results required.

APPENDIX D

FORMAT CHARACTERISTICS FOR SAMPLE DELIVERY GROUP TRAFFIC REPORT/CHAIN OF
CUSTODY RECORDS DATA

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The Sample Delivery Group (SDG) Traffic Report/Chain of Custody (TR/COC) Records data deliverable consists of a Comma-Separated Values (CSV) file containing the following columns (Table 1 - SDG TR/COC Records Data Deliverable) in the order specified and reported based on the provided specifications, and a Portable Document Format (PDF) file of the corresponding SDG Cover Page and TR/COC Records.

All fields in the CSV file must be reported, but not all fields will require content in all cases (e.g., ModifiedAnalysisNumber is only reported when a Modified Analysis has been solicited for the scheduled analysis). Report contents per the instructions.

The Contractor shall provide one file for each SDG.

The Contractor shall deliver the file to the recipients specified in Table 1 - Deliverable Schedule of Exhibit B - Reporting and Deliverables Requirements.

The format for the file name shall be
TRCOC_CaseNumber_SDGNumber_ContractNumber.csv.

TABLE 1. SDG TR/COC RECORDS DATA DELIVERABLE

Column	Instruction
SDGNumber	Report the laboratory-generated Sample Delivery Group (SDG) Number.
CaseNumber	Report the assigned Case Number.
LabCode	Report the Agency-assigned Lab Code.
SDGComments	Enter any comments. May leave null if none.
SampleNumber	Report the EPA Sample Number from the TR/COC.
DeliverableType	Report "2a", "2b", or "3" for SEDD Stage as applicable.
SampleTypeCode	Report "Field_Sample", "Field_Blank", or "PT_Sample" as applicable.
SampleShipDate	Report the date and time the sample was shipped to the laboratory. Format as YYYYMMDDTHH:MM.
SampleReceiptDate	Report the date and time this sample was received by the laboratory. Format as YYYYMMDDTHH:MM.
StationLocation	Report the Station Location from the TR/COC.
CollectionStartDate	Report the date and time this sample was collected or sample collection was started. Format as YYYYMMDDTHH:MM.
CollectionEndDate	Report the date and time sample collection ended if provided. Otherwise leave null. Format as YYYYMMDDTHH:MM.
COCIdentifier	Report the TR/COC Record Form Number.
TurnaroundTime	Enter "7", "14", or "21", as applicable.
MatrixName	Report the Matrix (Water, Soil, Waste, Wipe) as applicable.
AnalysisName	Report the Analysis Name.
SolicitationNumber	Report the Solicitation ID Number, if applicable. Otherwise leave null.
MANumber	Report the MA Number, if applicable. Otherwise leave null.
PRRequired	Report "Y" or "N" as applicable if Preliminary Results required.