

Direction for Collecting and Shipping Pb-Performance Evaluation Program 46.2mm Teflon[®] Filters for State, Local and Tribal Agencies

All samples of Pb in PM₁₀ collected on 46.2mm Teflon[®] filters for the Pb-PEP program will be sent to the Desert Research Institute (DRI) for analysis. DRI is a subcontractor to our primary quality assurance contractor, Battelle, who facilitates the upload to AQS.

The low volume Pb in PM₁₀ sample filters for the Pb-PEP are to be collected in the same manner as routine and precision filters.

Procedure:

1. Combined COC and field data sheet forms for these filters should be printed from the AIRQA website <https://www.sdas.battelle.org/airqa/>. Complete the form in the field and sign.
2. **Upon arrival back to the field office, complete the online version of the form.** The online COC/FDS form **must** be completed to assure that EPA can pair the lab and field data, validate the data, and post it to AQS.
3. Remove the filter from the cassette and place it in a suitable filter holder, such as a petrislide, to protect the filter. Place the filter and holder in a 3" x 5" plastic bag or equivalent for shipping. Place the filter and hard copy of the COC/FDS in the shipping box.
4. Contact the DRI Environmental Analysis Facility (EAF) prior to shipping samples. Email Steve Kohl (775-674-7056, steve.kohl@dri.edu), Dana Trimble (775-674-7114, Dana.Trimble@dri.edu) Brenda Cristani (775-674-7158 brenda.cristani@dri.edu) to alert the laboratory that a shipment is enroute.
5. Use the airbill provided by EPA at the beginning of the calendar year for shipping. This label should reflect the address provided below.

Sample Control
EPA Region 9 Laboratory
1337 South 46th Street; Bldg #201
Richmond, CA 94804
(510) 412-2377
r9rsc@epa.gov

6. Do not ship for weekend delivery.
7. **Verify that the field data has been correctly and completely entered into the AIRQA website.**

Please note these directions do not apply to high-volume glass fiber filters used to collect Pb at required NCore or other sites set up by monitoring agencies. Directions for those filters will be supplied under a separate cover with labels directed to a different analytical laboratory.

If you experience any problems or have any questions, feel free to contact Greg Noah, OAQPS National Pb-PEP Lead, noah.greg@epa.gov, 919-541-2771.