

## Texas Commission on Environmental Quality

### CHECKLIST WORKSHEET

#### IHW RCRA PERMITTED FACILITY CME CHECKLIST 7 SECTION B

**Regulating Entity Name**

**Date :**

**Additional I D:**

**Investigator Name:**

Item Number	Description	Answer	Citations	Notes
	<b>SECTION B: REVIEW OF CHAIN-OF-CUSTODY PROCEDURES</b>			
Item Number 1	Description	Are Samples labeled as they are collected?		
	Answer		335.163(4)(B)	Notes
Item Number 1A	Description	Are sample labels used?		
	Answer			Notes
Item Number 1B	Description	Do they provide the following information:		
	Answer			Notes
Item Number 1BI	Description	Sample identification number?		
	Answer			Notes
Item Number 1BII	Description	Name of collector?		
	Answer			Notes
Item Number 1BIII	Description	Date and time of collection?		
	Answer			Notes
Item Number 1BIV	Description	Place of collection?		
	Answer			Notes
Item Number 1BV	Description	Parameter(s) requested for analysis?		
	Answer		335.163(4)	Notes
Item Number 1C	Description	Do they remain legible even when wet?		
	Answer			Notes
Item Number 2	Description	Are sample seals placed on each shipping container or individual sample bottle to ensure that samples are not altered?		
	Answer		264.97(d)	Notes
Item Number 3	Description	Does the operator maintain a field log book that documents all aspects of the sampling event?		
	Answer			Notes
Item Number 4	Description	Is Chain-of-custody record / sample analysis request sheet prepared for each sample?		
	Answer		264.97(d)(4)	Notes
Item Number 4A	Description	Does Chain-of-custody document the following:		
	Answer			Notes
Item Number 4AI	Description	Sample number?		
	Answer			Notes
Item Number 4AII	Description	Signature of collector?		
	Answer			Notes
Item Number 4AIII	Description	Date and time of collection?		
	Answer			Notes
Item Number 4AIV	Description	Sample type?		
	Answer			Notes
Item Number 4AV	Description	Identification of well?		
	Answer			Notes

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### IHW RCRA PERMITTED FACILITY CME CHECKLIST 7 SECTION B (Cont)

<b>Item Number</b> 4AVI	<b>Description</b> Number of containers?	<b>Answer</b>	<b>Citations</b>	<b>Notes</b>
<b>Item Number</b> 4AVII	<b>Description</b> Parameters requested?	<b>Answer</b>	<b>Citations</b>	<b>Notes</b>
<b>Item Number</b> 4AVIII	<b>Description</b> Preservatives used?	<b>Answer</b>	<b>Citations</b>	<b>Notes</b>
<b>Item Number</b> 4AIX	<b>Description</b> Signatures of persons involved in the chain-of-possession?	<b>Answer</b>	<b>Citations</b>	<b>Notes</b>
<b>Item Number</b> 4AX	<b>Description</b> Inclusive dates of possession?	<b>Answer</b>	<b>Citations</b>	<b>Notes</b>
<b>Item Number</b> 4AXI	<b>Description</b> Laboratory sample number (if different than field number)?	<b>Answer</b>	<b>Citations</b>	<b>Notes</b>
<b>Item Number</b> 4B	<b>Description</b> Include example of chain-of-custody form or tag as Attachment #.	<b>Answer</b>	<b>Citations</b>	<b>Notes</b>