

## Compliance Monitoring Data Portal (CMDP) Microbial Sample Field Guide

This sample field guide should be used when entering data using the Microsoft Excel Template.

Entry Section	Field Name	Required?
Sample Information	Sample ID	<b>Required</b>
	Sample Received Date (MM/DD/YYYY)	
	WS ID	
	Facility ID	<b>Required</b> (DS01 for distribution samples, or Well ID (e.g., G1234567A) for raw well samples)
	Sampling Point ID	<b>Required</b> (DSTCRRT if Sample Type is Routine, DSTCRRP if Sample Type is Repeat, DSTCRSP if Sample Type is Special, ASM for raw well Assessment Source Monitoring, or TSM for raw well Triggered Source Monitoring)
	Sampling Location	<b>Required</b>
	Collection Date (MM/DD/YYYY)	
	Collection Time (24 hour format HH:MM)	
	Sample Type	<b>Required</b> (Routine, Repeat, Triggered, or Special)
	Sample Volume (ML)	<b>Required</b>
	Repeat Location	Not Required
	Original Sample ID	<b>Required if</b> Sample Type is Repeat or Triggered
	Original Reporting Lab.ID	Not Required
	Original Collection Date (MM/DD/YYYY)	
	Comment	
	Sample Collector Name	<b>Required</b>
Results	Analyte [Code - Name]	<b>Required</b> (3100-Coliform, 3014- <i>E. coli</i> )
	A/P	<b>Required</b> (Absent or Present)
	Count	<b>Required if</b> required by the analysis method and the analyte is Present (Not required for presence/absence reporting)
	Units	
	Volume (ML)	<b>Required if</b> applicable to the analysis method (Not required for presence/absence reporting)
	Interference	Not Required
	Volume Assayed (ML)	<b>Required</b>
	Method	<b>Required</b>
	Analysis Start Date (MM/DD/YYYY)	
	Analysis Start Time (24 hour format HH:MM)	
	Analysis Completed Date (MM/DD/YYYY)	Not Required
	Analysis Completed Time (24 hour format HH:MM)	
	Analyst Name	
	Analyzing Lab ID	
	Source Type	
	Comment	
Field Results and Measurements	Parameter [Code - Name]	<b>Required</b> (1013-Free Chlorine Residual, 1012-Total Chlorine Residual)
	Result	<b>Required</b>
	Result UOM	
	Method	Not Required
	Analyst Name	
	Comment	