

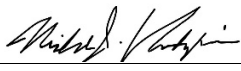
Cover Sheet
Standard Operating Procedure

Operation Title: Development of a Sampling and Analysis Plan

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(x) Division of Remediation and Division of Technical Services
By: Becky Blais Date: 07/14/2026

1.0 Applicability

This Standard Operating Procedure (SOP) applies to all programs in the Maine Department of Environmental Protection's (MEDEP) Division of Remediation (DR). It may be utilized by other Divisions within MEDEP, as determined by the respective Division Directors or their designees.

This SOP is not a rule and is not intended to have the force of law, nor does it create or affect any legal rights of any individual, all of which are determined by applicable statutes and law. This SOP does not supersede statutes or rules.

2.0 Purpose

The purpose of this document is to describe the MEDEP/DR procedure for the development of a Sampling and Analysis Plan (SAP). Prior to conducting investigative field work, routine monitoring, post closure sampling or any data gathering project, a SAP will be developed that outlines the goals of the activity and methodology to achieve that goal. A well-developed SAP that is reviewed by all field activity team members should ensure that the goals are obtainable, the methodology is consistent, and the data generated will meet the Data Quality Objectives (DQOs) for the project.

3.0 Key Definitions

Contaminant of Concern (COC): A contaminant that has been released to the environment at a site or which has been potentially released or handled at a site based on historical information. COC's are sometimes referred to as "potential" COCs until their presence has been verified through sampling.

Data Quality Objectives (DQO): The type, quantity, and quality of environmental data needed to support defensible decision-making at a site.

4.0 Responsibilities

All MEDEP/DR Staff must follow this procedure when performing this task. All Managers and Supervisors are responsible for ensuring that their staff are familiar with and adhere to this SOP. MEDEP/DR staff reviewing data by outside parties should ensure that this SOP (or an equivalent) was followed, depending on the specific Data Quality Objectives (DQOs) of the task.

Other MEDEP SOPs may also apply when performing this task. The SAP should consider quality assurance and quality control (QA/QC) samples and measures, the specifics of which will depend on the DQOs for the task. Types of QA/QC samples are discussed in more detail in the DR Quality Assurance Plan (QAP). SAP development includes provisions for creating a Health and Safety Plan (HASP) associated with the activity. **Compliance with [Dig Safe](#) notifications when disturbing soil with powered equipment or tools (i.e., not hand tools) is extremely important when planning fieldwork, as is the creation of and adherence to a HASP.** Dig Safe notification does not include public utility clearance requests which must be completed separately (e.g., sewer and water lines). These utility marking requests typically do not extend onto marking private property (i.e., they may only mark lines in the public right of way), so hiring a private utility marking company may be necessary, depending on site specifics. Fieldwork and data collection tasks must be properly documented in accordance with applicable MEDEP SOPs and policies.

5.0 Guidelines and Procedures

The SAP may be developed as a narrative document or staff may use the standard sampling and analysis form found in Attachment A to this SOP. The SAP should, at a minimum, contain the following elements:

5.1 Assessment of Existing Data

The project manager for the site will ensure the review of any existing information on the site. Existing analytical data should be analyzed for completeness, quality and usability.

5.2 Site Reconnaissance

Prior to drafting a SAP, particularly for large multi-day events or multi-media events, it is recommended that site reconnaissance be conducted prior to sampling and to work out any logistical problems that may arise during sampling. This may include site access issues, physical impediments to sampling, access issues with surface water sampling, etc. Any logistical issues discovered during the site reconnaissance should be discussed in the SAP along with recommendations for overcoming these issues.

5.3 Conceptual Site Model

A important step in developing any SAP is to develop a conceptual site model (CSM). ASTM defines a CSM as “*a written or pictorial representation of an environmental system and the biological, physical and chemical processes that determine the transport of contaminants from sources through environmental media to environmental receptors within the system.*” The

CSM is a dynamic tool to be updated as new information and data becomes available, and therefore it should be amended, as appropriate, after each stage of investigation.

The CSM should be site-specific and take into consideration the following information:

- What are the Contaminants of Concern (COCs) associated with the site?
- How were COCs released into the environment? Where are the sources located? Was the release due to a surface spill of a liquid, a subsurface spill from piping or a tank, improper storage of materials such as chemical soaked filters at a drycleaner, through a floor drain to the subsurface beneath a building, or through a floor drain to a surface location? Is there a non-aqueous phase liquid (NAPL)?
- What are the chemical characteristics that influence how the COCs will act in the environment? Do they dissolve readily in water? Are they very volatile or less volatile? How much was released? Do they degrade in the subsurface?
- How do geology, preferential pathways, groundwater flow, depth to groundwater, proximity to impermeable surfaces, and chemical attenuation influence contaminant migration?
- Where are the potential receptors of contamination, and how might contaminants reach them? Have all of the migration pathways been identified? Has future construction been considered?

5.4 Title Section

The title section of an SAP will contain the name and town of project, the name and title of the person developing the SAP, and the expected date of the field work and field personnel.

5.5 Introduction and Background Section

The introduction will state the DQOs which include the background/site history, goals of the sampling plan, and purpose and end use of data (e.g., determine whether soil poses a contact risk to site occupants, etc.).

5.6 Health and Safety Plan

A Site-Specific Health and Safety plan (HASP) will be developed and included with the SAP. The MEDEP/Bureau of Remediation and Waste Management HASP form, which contains the minimum requirements for a HASP, can be found as Attachment B of this SOP.

5.7 Sampling Methodology and Equipment

A description of the sampling methodology will be included in the SAP. In instances where a MEDEP/DR SOP is available, applicable SOPs should be referenced and necessary equipment listed.

5.8 Sample Locations

A map showing planned sampling locations shall be included in the sampling plan. If locations are not pre-determined, the method that samples will be chosen and collected (field observations, random, etc.) will be outlined in the SAP. Also outlined will be any compositing procedures and decision units, if applicable.

This section should also indicate sampling collection priority and order to ensure that the most important samples are obtained, and that sampling is generally done from low levels of contamination to higher levels of contamination. It is recommended that critical samples be collected in duplicate.

5.9 Media Sampled

A chart or table outlining the media collected and sample analysis will be included in the SAP. This table can be expanded to show all planned sample IDs, test methods required, and associated quality control samples such as field duplicates and field blanks for each sample media. The media sampled may include:

- Soil
- Groundwater (via monitoring wells or residential wells)
- Pore water
- Soil gas and/or sub-slab soil gas
- Indoor air
- Surface water
- Sediment
- Neat waste material

5.10 Analytical Methods

Analytical methods should be identified by either laboratory analysis methodology number, or generally accepted name of analysis.

Confirm number of containers, preservation methods, and holding times with the laboratory providing analytical services. Special or out of the ordinary containers, preservation methods, or short sample hold times should be noted in the SAP.

5.11 Field QC Samples

The specific needs for QC samples for the project will be outlined, including, but not limited to:

- Background samples
- Trip blanks
- Field blanks
- Method blanks
- Field duplicates
- Equipment/Rinsate blanks
- Duplicate samples

5.12 Report Generation

A Sampling Event Trip Report (SETR) should be developed for every sampling event (See MEDEP/DR SOP# RWM-DR-013, *Documentation of Field Activities and Development of a Trip Report*). The Staff person responsible for developing the SETR should be stated in the SAP. The quality of the data obtained as part of the SAP will be assessed and lab data reports and field data sheets should be attached to the final report.

6.0 References

- [Guidance on Systematic Planning Using the Data Quality Objectives Process, EPA QA/G-4, USEPA, February 2006.](#)

Maine DEP SOP No. RWM-DR-014

Effective Date: 04/03/2009

Revision No. 04

Last Revision Date: 04/21/2026

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ATTACHMENT A

Sampling and Analysis Plan Form

Maine DEP SOP No. RWM-DR-014

Effective Date: 04/03/2009

Revision No. 04

Last Revision Date: 04/21/2026

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ATTACHMENT B

Health and Safety Plan Form



State of Maine
Department of Environmental Protection
Bureau of Remediation and Waste Management
Division of Technical Services



SAMPLING AND ANALYSIS PLAN

TO: [Name], Project Manager
[Division]

FROM: [Name], Project Hydrogeologist, L.G. GE[XXX]
Division of Technical Services

DATE: [Month Day, Year]

SITE: [Name of Site/Facility, Town]
[REMO# XXXXX]
[EGAD# XXXXX]

RE: [Sampling Event or Work to be Done (e.g., Sampling of Select Monitoring
Wells and Residential Water Supplies)]
Projected Sample Date: [Anticipated sample date(s), 2026 TBD]

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1 Introduction

The Maine Department of Environmental Protection (MEDEP) Division of Technical Services has developed the following Sampling and Analysis Plan (SAP) for the [SITE NAME] located at [SITE LOCATION/ADDRESS] (Figure 1). This SAP identifies the data collection activities and associated Quality Assurance/Quality Control (QA/QC) measures specific to [TITLE OF SAMPLING EVENT]. The purpose of this SAP is to describe site-specific tasks that will be performed in support of [state the objectives of the sample event]. This SAP is applicable through the completion of the work detailed in this document. If sampling results indicate the need for additional work outside of this SAP, an additional SAP will be prepared.

This document is supplemental to the MEDEP Quality Assurance Plan (QAP), dated [DATE OF CURRENT QAP], which can be found at:

[Maine DEP Quality Assurance Plan -](https://www.maine.gov/dep/spills/publications/sops/documents/Maine-Division-ofRemediation-QAP-Final%20Signed%20with%20appendices-06282021.pdf)

<https://www.maine.gov/dep/spills/publications/sops/documents/Maine-Division-ofRemediation-QAP-Final%20Signed%20with%20appendices-06282021.pdf>,

1.1 Project Organization

Project Team members:

MEDEP Quality Assurance Manager: [DEP PROJECT MANAGER]

Role: Directing the project team to complete the investigation, giving technical direction to site specialist personnel, and assessing compliance with this SAP.

MEDEP Operations Manager/Project Hydrogeologist: [DEP HYDROGEO]

Role: Project technical lead, leading site investigation.

MEDEP QA Manager: [DEP Chemist]

Role: Reviewing analytical data quality.

Analytic Laboratory: [Name of Analytical Lab]

Role: Sample analytical testing and reporting.

1.2 Communication Plan

The MEDEP project team will communicate with each other via Teams, email, telephone, or in person. The MEDEP project team and any additional MEDEP staff will communicate and troubleshoot any unforeseen conditions/issues encountered during the sampling event verbally, in-person, or by phone. The MEDEP team is available to communicate with the EPA Site Assessment Manager as needed via Teams meeting, phone, or email. The project hydrogeologist will communicate with the analytical laboratory to procure sample bottles, prepare and submit the samples and associated chain of custody, and act as the primary contact for any laboratory inquiries or issues.

2 Site information

2.1 Background

The [NAME OF SITE] (Site) is located at [SITE ADDRESS] and is approximately [APPROXIMATE SITE SIZE] in area and is identified by the address of 6 Clinton Street, see Figure 1. [Include a statement about previous site use/why are you investigating this property.] [Include a statement about the current use of the site. Also, consider a statement about the use of the surrounding properties.]

[This section is intended to summarize the site history that will support the SAP. You may not have to restate the entire site history here. A summary of the issues, a summary of previous work, and a summary of previous reports (especially a Phase I) are good things to consider.]

2.2 Conceptual Site Model

General Site/Facility Information: Location, site use/activity, remedial actions, current EMP (number and types of monitoring locations, sampling frequency, etc.), etc.

2.2.1 Contaminants of Concern

Based on site use/activity and known or potential release to the environment. Talk about the products used or likely used at the site and the related COCs, [e.g., The facility had two operating dry-cleaning machines from 1946 to 1993. Potential COCs related to the dry-cleaning operations are chlorinated solvents and associated degradation products (PCE, TCE, 1,2-DCE, and VC) and petroleum-based solvents (VPH and VOCs)].

2.2.2 Receptors

Identify all potential and/or confirmed receptors. These should mimic the applicable RAGs scenarios. Examples are residents, workers, other regular visitors to the property, nearby private and public water supply wells, surface water bodies, etc. Be as specific as you can, e.g., Residential groundwater users south of the site, along Maine Street.

2.2.3 Pathways

Discuss all potential pathways for the identified receptors to be exposed to the COCs. The pathways should be discussed from the contaminant source areas to the receptor(s). Common pathways are:

- COC migration in groundwater to a receptor well, resulting in ingestion of contaminated drinking water,
- COCs in surface soils and site user direct contact with the contaminated soils,
- VOC vapors migrating to an indoor space, resulting in inhalation of contaminated indoor air.

Relevant information to include may be the distance from contaminant source areas to the receptors, the availability of public water, access restrictions to contaminated areas, preferential pathways (utility corridors), etc.

It may be relevant to discuss the geological setting when identifying potential pathways. The surficial geology, bedrock geology, and/or hydrogeology may play a significant role in a completed pathway or in a pathway to a receptor being

incomplete. If the geological setting is not a factor, then geological setting information is not necessary.

3 Project information

3.1 Sampling Objectives

[State the objective(s) for the sampling. If you have several objectives, they may be best displayed as a list. The following are some common objectives.]

- To assess the magnitude and extent of contaminants of concern in groundwater.
- To assess private water quality to determine if remedial actions are necessary.
- To evaluate contaminant trends in groundwater.
- To assess the extent of contaminated soil.
- To assess the potential for soil vapor migration to indoor air.

3.2 Project Timeline

[Discuss when the work will be completed or is anticipated to be completed. It can be open-ended if need be, but try to be as specific as possible. State how long the work is expected to take. (e.g., This work is anticipated to be completed in spring and fall, 2016 and is expected to take approximately 2 days per sampling event; This work is anticipated to be completed in June 2026. Private well sampling will be scheduled based upon property owner availability). List the tasks and anticipated completion dates below.]

- November 2025: Submit draft SAP to the Site Assessment Manager for EPA review.
- January-February 2026: Finalize SAP and complete MEDEP initial site reconnaissance.
- March 2026: Sampling event.
- May 2026: Submit draft Site Investigation report to the Site Assessment Manager for EPA review.

- June 2026: Finalize Site Investigation report.

3.3 Scope of Work

Sampling personnel will mobilize to the site to collect [types of samples to be collected]. [Include some information about the numbers and types of samples to be collected, and how they relate to the site. Example: Seven private water supply wells will be sampled in the areas to the west and south-west of the landfill. In addition, nine groundwater monitoring wells and four porewater/seepage points will be sampled (Table 1, Sampling Locations and Sampling and Analysis Summary).] Table 1 summarizes the number of samples to be taken and the type of field samples and field QC samples that are planned.

3.3.1 Private Water Supply Sampling

Samples from private water supplies will be collected in accordance with MEDEP SOP DR001: Water Sample Collection from Water Supply Wells. [Describe the sample methods being used.] Sampling location coordinates will be recorded using the ESRI Field Maps application.

3.3.2 Groundwater Sampling

Groundwater Monitoring wells will be sampled in accordance with MEDEP SOP DR003: Groundwater Sampling Using Low Flow Purging and Sampling for Long Term Monitoring. [Describe the sample methods being used. Include the pump and tubing to be used, any field parameters to be monitored, and any samples to be field filtered.] Sampling location coordinates will be recorded using the ESRI Field Maps application.

3.3.3 Water Level Monitoring

Water level measurements will be collected from selected groundwater monitoring wells. Water levels will be measured using an electronic water level indicator and measured relative to an established point at the top of the well riser or the adjacent ground surface. Sampling location coordinates will be recorded using the ESRI Field Maps application.

3.3.4 Porewater Sampling

Porewater/seepage locations will be sampled in accordance with MEDEP DR023: Protocol For Groundwater/Surface Water Interface Sampling Using A Pore Water Sampler. [Describe the sample methods being used. Include the pump and tubing to be used, any field parameters to be monitored, and any samples to be field filtered.] Sampling location coordinates will be recorded using the ESRI Field Maps application.

3.3.5 Surface Water Sampling

Surface water samples will be collected [provide the sample collection method: directly to the sample containers, using a collection cup, using a dip sampler, using a peristaltic pump with tubing, using a porewater sampler, using a snap sampler, etc.]. [Describe how the sample will be collected. Include where in the surface water body the sample will be collected (near bank/shore, mid-stream/surface water body, set distance from shore), the depth that the sample will be collected from, and any field parameters to be collected.] Sampling location coordinates will be recorded using the ESRI Field Maps application.

3.3.6 Soil Sampling

Soil samples will be collected in accordance with MEDEP DR006: Protocol for Collecting Soil Samples. Soil samples will be collected using [provide sample collection method: hand tools, bucket auger, excavator, direct push drill rig, rotary drill rig].

Before any intrusive work at the Site, a DigSafe ticket will be submitted through the Exactix online portal, and any non-DigSafe member utilities will be contacted, if present, to ensure that all underground utilities are properly located and marked.

[Describe the sample collection methods to be used, the type of soil sample being collected (discrete, composite, multi-incremental), the number of subsamples if composite or incremental sampling, the target sample depth interval, how the samples will be selected, and any field screening for contaminants.] Sampling location coordinates will be recorded using the ESRI Field Maps application.

3.3.7 Soil Vapor Sampling

Soil vapor samples will be collected in accordance with MEDEP DR026: Protocol For Collecting Soil Gas Samples. Soil gas samples collected from beneath an impervious surface, such as a building foundation floor, will be collected in accordance with MEDEP DR027: Protocol For Collecting Sub Slab Soil Gas Samples.

Before any intrusive work at the Site, a DigSafe ticket will be submitted through the Exactix online portal, and any non-DigSafe member utilities will be contacted, if present, to ensure that all underground utilities are properly located and marked.

[Describe the sample methods being used. Include how the sample point will be established/set up, tubing to be used, sample point purging, field parameters to be collected, sample containers to be used, and the anticipated sample collection time/rate.] Sampling location coordinates will be recorded using the ESRI Field Maps application.

3.3.8 Indoor Air Sampling

Indoor air samples will be collected in accordance with MEDEP DR008: Protocol for Collecting Indoor Air Samples. [Describe the sample collection methods, the sample containers being used, where the containers will be placed (room and where in the room – on floor, on table, etc.), and the time period that the sample will be collected (e.g., 24 hours).]

3.3.9 Sampling Procedures

The following Standard Operating Procedures (SOPs) will be followed during the site evaluation: [List only the applicable SOPs]

- MEDEP DR001: Water Sample Collection from Water Supply Wells.
- MEDEP DR002: Groundwater Sample Collection for Site Investigation and Assessment Monitoring.
- MEDEP DR003: Groundwater Sampling Using Low Flow Purging and Sampling for Long

- Term Monitoring.
- MEDEP DR004: Surface Water and Sediment Sampling.
- MEDEP DR005: Soil Gas Sample Collection Method Utilizing Hand Tools.
- MEDEP DR006: Protocol for Collecting Soil Samples.
- MEDEP DR008: Protocol for Collecting Indoor Air Samples.
- MEDEP DR010: Protocol For Collecting Samples From Containers.
- MEDEP DR011: Field Screening of Soil Samples Utilizing Photoionization and Flame-ionization Detectors.
- MEDEP DR012: Chain of Custody Protocol.
- MEDEP DR013: Documentation of Field Activities And Development of a Trip Report.
- MEDEP DR015: Incremental Sample Methodology for Site Investigation and Risk Assessment.
- MEDEP DR017: Equipment Decontamination Protocol.
- MEDEP DR019: Protocol For The Use of Portable Vapor Monitors.
- MEDEP DR023: Protocol For Groundwater/Surface Water Interface Sampling Using A Pore Water Sampler.
- MEDEP DR026: Protocol For Collecting Soil Gas Samples.
- MEDEP DR027: Protocol For Collecting Sub Slab Soil Gas Samples.
- MEDEP DR030: Per- and Polyfluoroalkyl Substances (PFAS) Sampling Considerations.
- MEDEP PP009: Vapor Source Material Investigation and Remediation.
- MEDEP PP014: Water Sampling at Petroleum Release Sites.

All staff on-Site will have current OSHA HAZWOPER certification and will follow an approved Site-Specific Health and Safety Plan (HASP).

3.3.10 Quality Control Samples

Field Quality Control

- [List field blanks, trip blanks and equipment blanks to be collected.]

Analytical Quality Control

- [List duplicate samples and split samples to be collected.]

3.3.11 Decontamination Procedures

Where possible, dedicated equipment will be used at individual sample locations. General, equipment decontamination procedures are described in the SOPs listed above in Section in 7.0.

[Describe any specific decontamination procedures to be used, including products such as detergents or treated water.]

General procedures for decontaminating equipment are as follows:

1. Remove gross contamination by scraping or brushing using a stiff brush to remove all surface contaminants. Generally, paper towels and brushes are used.
2. Clean with tap water and phosphate-free detergent, such as 2% Liquinox.
3. Rinse thoroughly with tap water to remove all soap solution.

3.3.12 Sample Handling, Tracking, and Custody Procedures

All samples will be identified, handled, shipped, tracked, and maintained under chain of custody in accordance with standard protocols and procedures. [Describe how sample locations will be identified and how samples will be labeled (e.g., Soil borings will be named sequentially in the order that they are completed using the convention SB-01. Soil Samples will be labeled with the boring location followed by the sample depth SB-01-5ft.) Include sample labelling for all blanks and duplicate samples.] Table 2 identifies the sample volume, preservation requirements, and holding times.

Samples will be sent to [NAME OF ANALYTICAL LAB] for analysis using the chain of custody included as Attachment 2.

3.3.13 Laboratory Analytical Methods and Procedures

[If know, list the analytical lab(s) to be used. If not, state that an analytical lab that is Maine Certified for the specified analytical methods will be used.]

The following analytical procedures and methods will be used:

[List analytical methods including EPA method numbers if applicable.]

3.3.14 Reporting

All fieldwork activities will be recorded in field notebooks and sampling forms following MEDEP/DR SOP# RWM-DR-013: Documentation of Field Activities and Development of a Trip Report.

Upon completion of the investigation, a summary report will be completed with oversight by a Maine Licensed Geologist. A report in the form of a Preliminary Assessment will be submitted to the EPA Site Assessment Manager as a final deliverable. If additional sampling is recommended following completion of the activities described in this SAP, MEDEP will discuss the scope of additional work and evaluate the most appropriate path forward in terms of reporting and sampling. The timing and form of the MEDEP report may be adjusted to account for additional sampling rounds and will depend on the nature of the sampling work and the results.

The summary report will include:

- A review of existing information about the site, including, but not limited to, ownership/background history, operational history, and site description/characteristics, source and waste characteristics, and environmental assessment activities completed at the Site.
- An evaluation of the four hazardous substance exposure routes: the groundwater migration pathway, the surface water pathway, the air migration pathway, and the soil exposure pathway. The likelihood of release and targets along each pathway shall be evaluated.

- A Site map showing sampling locations.
- A table of sample results including a comparison to applicable guidelines.
- Interpretation of sample results, including key findings and data gaps.
- Recommendations based on sample results.

All laboratory analysis reports will be shared with the Site Assessment Manager.

Sample results will be compared to MEDEP Indoor Air RAGs for both residential and commercial worker scenarios using an attenuation factor of 0.03, as the current Site use is a commercial restaurant, but abutting properties include residences.

3.3.15 Documentation, Records, and Data Management

Documentation, record keeping, and data management activities will be conducted in accordance with MEDEP SOP DR013: Documentation of Field Activities and Development of a Trip Report.

Data will be reviewed for quality by the MEDEP Chemistry Unit. Once data QC review has been completed, data will be uploaded to the MEDEP EGAD database.

Per Maine Secretary of State policy, all records will be posted to official government websites for posterity.

4 Conclusion

Please do not hesitate to contact us if there are any questions or concerns regarding this plan.

Sincerely,

[SIGNATURE]

[YOUR NAME], L.G. GE[###]

ATTACHMENTS

4.1 FIGURES

Figure 1: Site Plan with Sampling Locations

4.2 TABLES

Table 1: Sample Inventory

Table 2: Analytical Reporting Limits and Applicable Evaluation Criteria

Table 3: Sample Volume, Preservation, and Hold Time

4.3 APPENDICES

Attachment 1: Chain of Custody Forms

Attachment 2: Permits

TABLES

Table 1: Sample Inventory

Sampling Location	Matrix	Analytical Parameter(s)	Number of Samples (Identify field duplicates and replicates)	Sample Location Type	Rationale
DW-1 DW-2 DW-4 DW-5 DW-6 DW-8	Drinking water	VOC, Metals, Inorganics, Methane/ethane, TOC	6 samples, 1 duplicate	Private Water Supply	To assess impact from the landfill to local private water supplies.
MW-1001S MW-100M MW-1001D MW-1002M MW-1002D MW-1003S MW-1003D MW-1004S MW-1004D B-102D	Groundwater	VOC, Metals, Inorganics, Methane/ethane, TOC	10 samples, 1 duplicate	Landfill Monitoring Well	To assess current near-source impact from the landfill to local groundwater.
PW-101 PW-102 PW-103 PW-104	Groundwater	VOC, Metals, Inorganics, Methane/ethane, TOC	4 samples	Porewater/Seepage Location	To assess current near-source impact from the landfill to local groundwater and surface water.

Table 2: Analytical Reporting Limits and Applicable Regulatory Criteria

Contaminant of Concern	[Applicable Criteria. RAGs, MCLs, Other]	Analytical Method	Published Method MDL¹	Analytical Reporting Limit or Practical Quantitation Limit²
Benzene	4 ug/L	EPA 8260	0.04 ug/L	0.26 ug/L
Tri-methylbenzene	NA	EPA 8260	0.13 ug/L	0.19 ug/L
Ethylbenzene	30 ug/L	EPA 8260	0.06 ug/L	0.21 ug/L
Naphthalene	10 ug/L	EPA 8260	0.04 ug/L	0.30 ug/L
Chloroform	100 ug/L	EPA 8260	0.075 ug/L	0.5 ug/L
Carbon Tetrachloride	5 ug/L	EPA 8260	0.072 ug/L	0.5 ug/L
Tetrahydrofuran	600 ug/L	EPA 8260	1.6 ug/L	1.71 ug/L
Diethyl Ether	—	EPA 8260	—	1.0 ug/L

1- Analytical method MDLs documented in validated methods.

2- Achievable MDLs supplied by [NAME OF LAB].

Table 3: Sample Volume, Preservation, and Hold Time

Analytical Parameter	Matrix/ Medium	Sampling SOP	Analytical Method	Sample Volume	Containers (number, size, & type)	Preservation Requirements (chemical, temperature)	Max. Holding time
VOCs	Soil Vapor	RWM-DR-026	EPA TO-15-SIM	2.7 L	Summa Canister (2.7 L)	NA	30 days

FIGURES

APPENDICES

Attachment 1: Chain of Custody Forms

DEP BRWM/DR/TS Site Health and Safety Plan (HASP)

Site Information:

Site Name	
Spill Number/Site Number	
Physical Address	
Town	
Directions to Site	
Work Objective	

Anticipated Weather Conditions:

Temperature	Wind	Cloud Cover

Site Emergency Response Plan

**DEP Field Staff Will Evacuate in the Event of a Spill/Emergency
Medical Treatment by DEP Staff is Limited to Basic First Aid/CPR**

Emergency Services	Location	Telephone #
Responding Fire Department or Ambulance Service		
Police		
Nearest Hospital*		
DEP Regional Office – Division of Response Services		
National Response Center	---	1-800-424-8802
Poison Control Center	---	1-800-222-1222
DEP BRWM ERTC	Ray Building Augusta	(207) 620-4456

*= attach map to hospital

Site Safety Coordinator/Site Supervisor: _____

DEP BRWM/DR/TS Site Health and Safety Plan (HASP)

Basic Safety Equipment:

First Aid Kit ☐	SAFETY EYEWASH ☐	FIRE BLANKET ☐	Other
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Site Monitoring

Meter	Continuous or Periodic	Interval	Action Level
PID			15 PPM
Oxygen			above/below 20.8%
%LEL			2%

Hazard Assessment

Task	Physical Hazard	Control Measure	PPE

Task	Chemical Hazard	Control Measure	PPE

Decontamination

Personnel	Protocol
Between tasks:	
Leaving Site:	Use hand sanitizer or soap and water if available
Emergency:	Eyewash, copious amounts of water, remove effective clothing
Protective Clothing	
Between tasks:	Change nitrile gloves
In field decon:	n/a
Final (back at warehouse) decon:	Throw out used disposable coveralls, overboots and gloves. Launder field clothing. Clean boots in decon room.
Equipment	
Between tasks:	
In field decon:	
Final (back at warehouse) decon:	Clean all equipment used in decon room with appropriate solution before putting back in supply room
Respirator (if used)	
Between tasks:	n/a
Field decon:	Remove cartridges and bag for disposal back at warehouse
Final (back at warehouse) decon:	Clean respirator in decon room with approved MSA respirator sanitizer solution, dry thoroughly, check seal before putting away

I have read and understand the contents of this HASP, supporting material referenced and have completed field certification to perform tasks as called for in this plan:

Signature:

Date:
