

Appendix E: Chain of Custody Forms

EASTEX ENVIRONMENTAL LAB, INC.

P.O. Box 1089 P.O. Box 631375
 Coldspring, TX 77331 Nacogdoches, TX 75963-1375
 (936) 653-3249 * (800) 525-0508 (936) 569-8879 * FAX (936) 569-8951

ANALYSIS REQUESTED

Company: Environmental Institute of Houston		Bill to: H-GAC Attn: Jean Wright
Address: 2700 Bay Area Blvd, Box 540 Houston TX 77058		Address: P.O. Box 22777, Houston, TX 77227-2777
Afn: Jenny Oakley		Phone: 713-627-3200 Email: jean.wright@h-gac.com
Phone#: 281-283-3947		Remarks:
Fax#: 281-283-3953 Email: oakley@uhci.edu		
P.O. #		
Sampler's Name (print)		

Project Number	Project Name: Clean Rivers Program											Containers		
	Spec. Cond (µS)	Date	Time	C or G	DO	pH	Cl ₂	Flow	Temp	Matrix	Tot #	Size	Type	Pres
				G										
				G										
				G										
				G										
				G										
				G										
				G										
				G										

Relinquished By:	Date	Time	Received By:	Date	Time	Received Iced:	YES	NO
Relinquished By:	Date	Time	Received By:	Date	Time	Received Iced:	YES	NO
Relinquished By:	Date	Time	Received By and/or Checked In By:	Date	Time	Received Iced:	YES	NO
LAB USE ONLY	Sample Condition Acceptable:	YES	NO	Temp	°C	Logged In By:		
Alternate Check In:	Date	Time						



Pollution Control Services Department

101 S. Richey, Suite H

Pasadena, Texas 77506 FAX: 713-274-6475 713-920-2831

SAMPLING RECORD: Clean Rivers Program Sites

ID NO.: _____ PERMIT NO.: _____ OUTFALL: _____ DATE: _____ TIME: _____ AM/PM
 NAME: _____ KEY MAP: _____ MS4?(Y/N): _____
 LATITUDE: _____ LONGITUDE: _____
 SITE: _____ KEYS: _____
 SITE DIRECTIONS: _____

TESTS AND MEASUREMENTS

TEMPERATURE °C SALINITY (ppt)
 pH (standard units) SPECIFIC CONDUCTIVITY (us/cm)
 DISSOLVED OXYGEN (mg/l) SECCHI DISK TRANSPARENCY (meters)

FIELD OBSERVATIONS

SURFACE CONDITIONS: 1-clear 2-scum 3-foam 4-debris 5-sheen PRESENT WEATHER: 1-clear 2-partly cloudy 3-cloudy 4-rain 5-other _____
 TURBIDITY: 1-low 2-medium 3-high DAYS SINCE LAST SIGNIFICANT RAINFALL(Runoff) _____
 WATER SURFACE: 1-calm 2-ripples 3-waves WIND INTENSITY: 1-calm 2-slight 3-moderate 4-strong
 WATER COLOR: 1-brownish 2-reddish 3-greenish 4-blackish 5-clear 6-other TIDE STAGE: 1-low 2-falling 3-slack 4-rising 5-high
 WATER ODOR: 1-sewage 2-chemical 3-rotten egg 4-musky 5-fishy 6-none 7-other _____ - Total depth (meters)

SAMPLES

GRAB DIRECT REPORT: YES NO
 SPLIT INDIRECT

Amt. Col.	Container	Preservative	Analysis Requested	Comments

REMARKS

89978 = _____
 89979 = _____

NOTIFICATION

CONTACT PERSON: _____ PHONE: _____ DATE: _____
 TIME: _____ AM/PM
 PERSON CONTACTED/TITLE: _____ AFFILIATION: _____
 RESPONSE: _____

CUSTODY

INSPECTED/SAMPLED BY: _____ RECEIVED IN LABORATORY BY: _____
 DATE: _____ TIME: _____ AM/PM RUN NUMBER: _____

Field No. _____

City of Houston
 Department of Health and Human Services
 Bureau of Pollution Control and Prevention
 7411 Park Place Blvd
 832.393.5730 FAX 832-393-5726
FIELD FORM & CHAIN OF CUSTODY FORM



Date _____ Samples Collected By: _____

Run No. _____ Station ID _____ Time (24 hr) _____ Field Meter # _____

Stream Name & Intersecting Street _____

FIELD OBSERVATIONS

Number of days since significant rainfall _____

Flow Severity	Tidal Stage	Color	Odor	Water Surface	Current Weather	Wind Intensity

- | | | | | | | |
|-------------|-------------|--------------|-------------------|---------------|-------------------|--------------|
| 1 - no flow | 1 - low | 1 - brownish | 1 - sewage | 1 - calm | 1 - clear | 1 - calm |
| 2 - low | 2 - falling | 2 - reddish | 2 - oily/chemical | 2 - ripples | 2 - partly cloudy | 2 - slight |
| 3 - normal | 3 - slack | 3 - greenish | 3 - rotten egg | 3 - waves | 3 - cloudy | 3 - moderate |
| 4 - flood | 4 - rising | 4 - blackish | 4 - musky | 4 - whitecaps | 4 - rain | 4 - strong |
| 5 - high | 5 - high | 5 - clear | 5 - fishy | | 5 - other | |
| 6 - dry* | | 6 - other* | 6 - none | | | |
| | | | 7 - other* | | | |

Flow Method	Flow (cfs)	Secchi Depth (cm)	Evidence of Primary Contact Recreation	# people observed	Sample Depth (ft)	Total Depth (ft)

- | | | |
|------------------------|------------------|--------|
| 1 - flow-gauge station | 1 - observed | 1 - 10 |
| 5 - Doppler | 0 - not observed | > 10 |

INSTRUMENT READINGS

Temp	Conductivity	Dissolved Oxygen (DO)	pH	Salinity

(1.0 to 38.0 °C) (0.03 to 60 mS/cm) (0.5 to 15.0 mg/L) (5.0 to 10.0) (.009 to 45.0 PSS)

***Other Observations:**

Request for Analysis (circle what is requested):

- | | | |
|------------------|-----------|-------------------|
| 1 - pH | 5 - Cl- | 9 - E. coli |
| 2 - Conductivity | 6 - SO4 | 10 - Enterococcus |
| 3 - TSS | 7 - N-NH3 | |
| 4 - N-NO3 | 8 - T-PO4 | |

No. of Containers:

- | | |
|----------------------------|-------------------------------------|
| ___ 100 mL sterile plastic | ___ 200 mL sterile plastic |
| ___ 1 L plastic | ___ 1 L plastic w/ H2SO4 |
| ___ 1 gallon plastic | ___ 1 L plastic(TKN) bottle w/H2SO4 |

Samples Relinquished By: _____ Date: _____
 Samples Received on Ice: Yes / No (signature only)

Lab Sample No. _____ Received by: _____ Date: _____
 (signature only)

*Note: If site is dry, photo should be taken. If water present within 400 m, and pool is 10+m long, and 0.4+m deep, collect sample and record Maximum pool width, depth, length, and percent pool coverage in 500 m reach (if measureable) in observations section.



CITY OF HOUSTON
DRINKING WATER OPERATIONS LABORATORY
LAKE HOUSTON RECREATIONAL SITE MONITORING
FIELD SHEET & CHAIN OF CUSTODY

Effective Date: 06/16/2015

Document ID: 150

Version: 1.07

Date of Sampling: _____ Air Temperature: _____ Days Since Last Significant Rainfall: _____ Samples Collected By: _____

Sample Run Collected Monthly Note: All samples taken at a one foot depth by plastic bucket unless specifically designated in 'Sample Depth' column below.

Sample No.	Station Name	TCEQ ID	Time	Sample Depth (ft)	Total Depth (ft)	Water Temp °C	Sp. Cond. µs/cm	pH	DO mg/L	Secchi Depth (m)	Flow Severity	Obs. Turb.	Water Color	Water Odor	Present Weather	Wind Intensity	Water Surface	Primary Contact	Evidence of P.C.
1	LAKE PATROL MARINA																		
2	RAILROAD BRIDGE MIDDLE OF LAKE	11208																	
3	LAKE SHADOWS MIDDLE OF LAKE	16688																	
4	DUESSEN PARK MARINA																		
5	WEST FORK MCKAY BRIDGE	11211																	
6	ATASCOCITA POINT	18687																	
7	KINGWOOD MARINA																		
8	WEST FORK Belleau Wood Dr.	20782																	
9	LUCES BAYOU WATER WONDERLAND	18670																	
10	TREASURE ISLAND MAGNOLIA PT.	16623																	
11	BJ'S MARINA																		
12	LAKE HOUSTON MARINA																		
13	EAST FORK MCKAY BRIDGE	11212																	
14	INTAKE TOWER																		

Comments:

Analysis Required: VOC, WQP, T-phos, Ammonia, Total Coliform, E. coli
 Bottles used: 1-100ml sterilized bottle for Bacti analysis, 1-500ml plastic bottle for WQP analysis, 2-40ml VOA bottles with 1:1 HCl, 1-500 ml. plastic bottle acidified with H₂SO₄ for
 NH₃ analysis, 1-250ml amber bottle for T-phos, & TOC analysis.
 * WQP analysis includes: pH, Cond., TSS, Alk, Hard, NO₂-N, NO₃-N, F, Cl, Br, SO₄
 Matrix: Water
 Temperature of Samples when Received at Lab: _____
 Chem. Samples Relinquished By: _____ Date: _____ Time: _____
 Chem. Samples Received By: _____ Date: _____ Time: _____
 Biol. Samples Relinquished By: _____ Date: _____ Time: _____
 Biol. Samples Received By: _____ Date: _____ Time: _____



WATER QUALITY LABORATORY
 San Jacinto River Authority - Lake Conroe Division
 LAKE CONROE MONITORING
 FIELD SHEET & CHAIN OF CUSTODY

Effective Date: 09/08/2011

Document ID: 150 Version: 1.05

Date of Sampling: _____ Days Since Last Significant Rainfall: _____ Samples Collected By: _____
 Sample Run Collected Monthly Reservoir Stage: _____ Reservoir % Full: _____

Note: All hydrolab field data is uploaded and sent to H-GAC.

Sample No.	Station Name	Watershed ID	TCEQ ID	Time	Total Depth (ft)	release In CFS	Secchi Depth (m)	Water Color	Water Odor	Present Weather	Wind Intensity	Water Surface	Primary Contact	Evidence Contact
1	Walker County	23	11344											
2	T. James Creek	25	16645											
3	Weir Creek	3	16644											
4	Caney Creek	6	16643											
5	Tim Cude Creek	26	16642											
6	Lost Lake Creek	33	16640											
7	Lewis Creek	4	16641											
8	W.C. Clark Creek	27	16639											
9	Atkin Creek	5	16638											
10	Intake Lake Conroe	24	11342											
	SPLIT SAMPLE													

Comments:

1-clear	1-calm	1-observed
2-slight	2-slight	2-observed
3-medium	3-medium	3-observed
4-misty	4-misty	4-observed
5-clear	5-clear	5-observed
6-none	6-none	6-observed
7-other	7-other	7-observed

Analysis Required: WQP, T-phos, Ammonia, Total Coliform, E. coli
 Bottles used: 1-100ml sterilized bottle for Bacit analysis, 1-500ml plastic bottle for WQP analysis, 1-500 ml plastic bottle acidified with H₂SO₄ for NH₃ analysis, 1-250ml amber bottle acidified with H₂SO₄ for T-phos. & TOC analysis.
 * WQP analysis includes: pH, Cond., TSS, Alk, Hard, NO₂-N, NO₃-N, F, Cl, Br, SO₄

Matrix: Water
 Temperature of Samples when Received at Lab: _____
 Biological Samples Relinquished By: _____ Date: _____ Time: _____
 Chemical Samples Relinquished By: _____ Date: _____ Time: _____
 Biological Samples Received By: _____ Date: _____ Time: _____
 Chemical Samples Received By: _____ Date: _____ Time: _____