APPENDIX B

GROUNDWATER MONITORING WELL CONSTRUCTION SPECIFICATIONS
WELL DEVELOPMENT GUIDANCE
WELL DECOMMISSIONING GUIDANCE

GROUNDWATER MONITORING WELL CONSTRUCTION SPECIFICATIONS

1.0 DRILLING

1.1 Nominal Boring Diameter

In all cases where the diameter of the well pipe will be 2 inches, the minimum nominal borehole diameter of borings advanced through soil materials will be 6 inches in order to help ensure that the minimum width of the annulus around the well pipe will be 2 inches.

1.2 Drilling Methods

Boring should be advanced with drilling technology appropriate for the subsurface conditions at the site.

1.3 Cuttings

Drilling will be performed in a manner that minimizes the spreading of soil cuttings. Disposition of cuttings upon project completion will be the responsibility of Owner/Operator or the Owner/Operator's designated representative. Cuttings will be disposed of in accordance with the DEQ's Investigative Derived Waste Disposal Policy.

2.0 SOIL SAMPLING

2.1 Cuttings

During borehole drilling, the driller will attempt to sample the soil cuttings by providing samples of the cuttings at intervals specified by the Owner/Operator or the Owner/Operator's representative. The driller will keep cuttings clear of the borehole.

2.3 Sample Disposition

Disposition of sample material upon completion of the project will be the responsibility of the Owner/Operator or the Owner/Operator's designated representative.

3.0 WELL CONSTRUCTION

3.1 Well Pipe and Screen

Each monitoring well will be constructed of pre-cleaned Schedule 40 PVC pipe having an inner diameter of 2 inches.

The base of each well will terminate with a screen 10 feet in length unless otherwise requested by the client or regulatory agency or dictated by geologic conditions. Screens will be factory-slotted. Slots will be 0.01 inch in width.

The driller will wear clean surgical-type gloves whenever handling PVC well pipe, and the pipe will be maintained in a clean manner.

In order to provide a clean cut, a PVC pipe cutter will be used whenever it is necessary to shorten sections of the PVC well pipe; a hacksaw will not be used.

3.3 Sand Pack

Filter sand will be a clean sand of proper size in relation to the screen slots to prevent its passage into the well, with no fraction coarser than 0.25-inch nominal diameter.

Filter sand will be placed in the annulus around the well riser and to a point approximately 2 feet above the top of the screen. A tremie pipe will be used as feasible.

3.4 Bentonite Seal

The annulus around the well pipe will be sealed with a layer of bentonite pellets, to be placed directly above the sand filter pack. The minimum thickness of the bentonite layer will be approximately two feet. The bentonite pellets should ideally be allowed 24 hours for hydration prior to continuing with well construction. A tremie pipe will be used as feasible

3.5 Grout

Following hydration of the bentonite seal, each boring will be sealed with a Portland Type I bentonite/cement slurry, using the tremie pipe method or a bentonite slurry grout if required by the project.

Bentonite content in the cement slurry will be 2 to 5 percent by weight to help reduce shrinkage.

3.6 Surface Completion

The driller will be prepared for either manhole or stickup surface completions.

In the case of manhole installations, suitable surface completion will consist of capped PVC riser and steel manhole.

The PVC riser will be provided with a lockable, watertight, expansion cap. The driller will provide a lock for each cap. All locks will be keyed identically and all keys relinquished to the owner.

The manhole will be placed in a manner that permits surface water to runoff and drain away from the manhole cover.

In the case of stickup installations, suitable surface completion will consist of a concrete apron, capped PVC well riser, and outer protective casing. The apron will be constructed in such a manner that surface water will not return to it.

The concrete apron will have the following minimum dimensions: 3 feet x 3 feet x 3.5 inches, and will be centered with respects to the riser. A form will be used in constructing the apron. The form will be centered with respect to the PVC riser. The upper surface of the apron will be graded to provide drainage away from the PVC riser. A spike will be set into the pad for surveying purposes.

The inner PVC riser (well pipe) will extend to an approximate height of 1.75 feet above the top of the concrete pad. A vent hole having a diameter of 0.25 inches will be drilled through the PVC riser at a point 2 inches below its top. Shavings generated by drilling the PVC riser will be prevented from falling into the well. The PVC riser will be provided with a slip on PVC cap.

The outer protective casing will be constructed of steel pipe having a diameter, or diagonal, of not less than 8 inches. The top of the outer protective casing, when uncovered, will be placed at a point between 0.5-inch above the top of the PVC well pipe and 0.5-inch below the top of the PVC pipe. A drain hole having a diameter of 0.5-inch will be drilled through the outer protective casing near the top of the concrete apron. Shavings generated by drilling the steel casing will be prevented from falling into the well. The casing will be marked for surveying purposes.

The outer protective casing will be lockable. The driller will provide a lock for each protective casing cap. All locks will be keyed identically.

4.0 SURVEYING

A licensed surveyor will survey well elevation. Survey point(s) will include:

- concrete pad (marked with a spike);
- outer protective steel casing, when open (engraved mark);
- inner PVC well pipe (engraved mark);
- ground surface (not marked);
- well location to within ± 0.5 foot in horizontal plane;
- ground surface elevation to within ± 0.01 foot;

- surveyor's pin elevation on concrete apron within ± 0.01 foot;
- top of monitoring well casing elevation to within ± 0.01 foot; and,
- top of protective steel casing elevation to within ± 0.01 foot.

5.0 WELL DEVELOPMENT AND INSPECTION

The driller will develop each well until sediment free water with stabilized field constituents (i.e., temperature, pH and specific conductance) is obtained.

Development will be conducted using a surge block followed by pumping or bailing. The surge block may be used as a means of assessing the integrity of the well screen and riser.

In the event a pump is employed, the design of the pump will be such that any groundwater that has come into contact with air is not allowed to drain back into the well. Air surging will not be used.

All well development equipment (bailers, pumps, surge blocks) and any additional equipment that contacts subsurface formations will be decontaminated prior to on site use, between consecutive on site uses, and/or between consecutive well installations, as directed by Owner/Operator or Owner/Operator's designated representative.

6.0 ANCILLARY REQUIREMENTS

6.1 Extraneous Material

The driller will take all reasonable care to ensure that each boring is free from all materials other than those required for well construction. Materials required for well construction is here defined to include polyvinyl chloride (PVC), sand, bentonite, Portland cement and natural soil materials. All other materials accidentally or purposely placed in the hole will be removed by driller prior to well completion.

6.2 Decontamination

All drilling equipment (drill steel, bits, casing materials) and any additional equipment, that contacts subsurface formations will be decontaminated prior to on site use, between consecutive on site uses, and/or between consecutive well installations, as directed by Owner/Operator or Owner/Operator's designated representative.

Appropriate decontamination procedure will consist of steam cleaning with potable water and biodegradable detergent (e.g., Liquinox) approved by Owner/Operator

or Owner/Operator's designated representative. Steam cleaning will be conducted in a manner that minimizes over-spray and runoff.

6.3 Disposition of Waste Water

If drilling fluids are used or monitoring wells constructed in an area of suspected contamination, well development wastewater will be placed in 55-gallon drums at the well site and subsequently transported to a publicly operated treatment works (POTW) or the sites leachate collection system for disposal.

6.4 Site Safety Plan

The driller is responsible for maintaining the personal safety of his employees while on site. The driller will keep a fire extinguisher (in good working condition) and first aid kit at the site at all times during which his employees occupy the site.

The driller will be responsible for providing any personal protective equipment that might be required by state and federal occupational safety and health agencies, including, but not necessarily limited to, hard hats, hearing protection and steel-toed boots, for all personnel employed by the driller.

6.5 Cleanup

The driller will be responsible for removing all refuse from each well site. Such refuse typically includes, but is not limited to, PVC pipe wrappers, sand bags, bentonite bags, cement bags, beverage containers, food wrappers and other forms of litter. Smoking on site will not be permitted.

The driller will be responsible for providing the following information to the Owner/Operator's designated representative after well installation has been performed:

- date and time of construction;
- drilling method and fluid used (if applicable);
- boring diameter;
- well pipe (inner casing) specifications;
- well depth (+/-0.01 ft.);
- drilling/lithologic logs;
- specifications for other casing materials (if applicable);
- screen specifications;
- well pipe/screen joint type;
- filter pack specifications (material, size);
- filter pack volume and calculations;
- filter pack placement methods;

- bentonite seal specifications;
- bentonite seal volume;
- bentonite seal placement method;
- grout specifications;
- grout volume;
- grout placement method;
- surface completion specifications; and
- well development procedure

7.0 WELL CONSTRUCTION AND SOIL BORING LOGS

In accordance with 9VAC-20-81-250-A.3.g of the Virginia Solid Waste Management Regulations or other applicable regulations, certified copies of well construction and soil boring logs will be forwarded to the DEQ following completion of well construction activities.

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WELL DEVELOPMENT PROCEDURES

- Record the static water level in the well.
- If a pump is present in the well, remove the pump from the well and measure the total depth of the well.
- Calculate saturated volume of the well and filter pack.
- Using a disposable bailer, collect a water sample from the top of the water column and record field measurements of water quality parameters (Water Quality Parameters (WQP): turbidity, pH, temperature, and specific conductance).
- Surge the well with the teflon surge block or large diameter weighted bailer for three to five minutes.
- Remove the surging device and purge the well with a pneumatic well development pump at a rate that is greater than the natural recharge rate of the well.
- Containerize all purge water for disposal at the location designated by the site.
- Record measurements of WQP on development logs following the removal of each consecutive well and filter pack volume.
- Continue purging until the turbidity level stabilizes or is reduced to less than 5 NTU, then repeat surging with surge block. Surging and purging are to be continued for a minimum of 4 hours, or until turbidity levels following a surging event are less than 10 NTU.
- If the well purges dry, record the rate of recharge and continue purging and surging activities after the well has recovered. Reduce the purge rate to slightly less than the natural recharge rate of the well.
- All non-disposable equipment that will be placed inside of the well during the development process will be decontaminated prior to each day's use using a phosphate-free detergent followed by a deionized water rinse.
- Purge water should be disposed of in a manner that is consistent with the Virginia Department of Environmental Quality's Investigative Derived Waste Disposal Policy.

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WELL DECOMMISSIONING PROCEDURES

1.0 STANDARD OVERVIEW

This Standard represents recommended procedures for decommissioning monitoring wells at solid waste facilities. All wells (monitor wells, water supply wells, etc.) and piezometers not actively being used for their intended purpose and with no future plan for utilization should be decommissioned. Wells and piezometers represent potential conduits for cross-contamination through annulus transfer, improper construction, corrosion, accidents and vandalism. Proper decommissioning eliminates the potential for cross-contamination. In addition to the threat of cross-contamination, improperly decommissioned wells can pose a threat to the integrity of future baseliners. In expansion areas over unconsolidated material, unless the well casing is removed and replaced with a flexible grout, the casing can damage the baseliner in the event of differential settlement or subsidence. The weight of the overlying waste mass often causes a limited amount of subsidence, especially in fine-grained deposits. Since future expansions can occur in areas not currently foreseen, all unused wells within the vicinity of a solid waste disposal facility should be abandoned in accordance with this Standard.

The following well decommissioning procedures are designed to ensure that well materials (including cement grout) will not cause damage to liner materials in the event of subsidence and to minimize the potential for contaminant migration through annular materials. Where regulatory requirements conflict with the procedures described herein, approval should be sought to adhere to this Standard. The procedures described in this Standard generally meet or exceed most regulatory requirements. Possible reasons for variation to this Standard include, but are not limited to, unusual site hydrogeologic conditions, deep wells (>100 feet), multiple cased monitor wells or larger diameter wells (>4”), driven casing wells and State-specific well decommissioning requirements that differ from this Standard.

The goal of well decommissioning is to remove all borehole components including the existing grout and gravel pack and replace the borehole contents with a suitable grout mixture. Removal of all borehole components is best accomplished by overdrilling the well using an auger of a diameter 1.25 times that of the original borehole coupled with a centering device.

This standard was developed in consideration of the following reference materials:

- ASTM D 5299-99, 2005. Standard Guide for Decommissioning of Ground Water Wells, Vadose Zone Monitoring Devices, Boreholes, and Other Devices for Environmental Activities. ASTM 1993 Annual Book of Standards, vol. 04.08, pp. 1318-1333.
- AWWA/ANSI A100-06, 2006. AWWA Standard for Water Wells, American Water Works Association, Denver Colorado. Appendix G.
- Lutenegger, A.J. and DeGroot, D.J. 1993, Hydrologic properties of contaminant transport barriers as borehole sealants. Hydraulic conductivity and Waste Contaminant Transport in Soils, ASTM STP 1142, D.E. Daniel and S.J. Trautwein, eds., ASTM Philadelphia, Pennsylvania.
- NWWA, 1975 (National Water Well Association Committee on Water Well Standards, 1975) Manual of Water Well Construction Practices, EPA –570/9-75-001. Office of Water Supply, Washington D.C.
- Smith, S.A., 1994, Well & Borehole Sealing, S.A. Smith Consulting Services, Ada, Ohio with Wisconsin Water Well Association for Groundwater publishing Co., Dublin, Ohio, 69p.

2.0 SURVEY CONTROL

Unless detailed survey information exists, each well shall be surveyed for both horizontal and vertical control, prior to decommissioning. The location of the well shall be surveyed to the nearest 0.5 feet. The ground surface elevation and top of well casing shall also be surveyed to the nearest 0.1 feet and 0.1 feet, respectively, relative to mean sea level. A State-licensed surveyor shall perform surveying.

3.0 GROUT SPECIFICATIONS

The following are specifications for three grout mixtures commonly used in well decommissioning and referenced throughout this Standard:

1. Neat cement grout - a mixture in the proportion of 94 pounds of Portland cement and not more than six gallons of water. Used to decommission wells completed in competent bedrock formations.
2. Neat Bentonite grout - a mixture in the proportion of 94 pounds of Portland cement and not more than six gallons of water, with bentonite up to five percent by weight of cement (between 3 and 4.7 pounds of bentonite per 94 pounds of Portland cement). Used to decommission wells completed in competent bedrock formations.
3. High solids bentonite grout - a mixture of water and a minimum of 30 percent by weight of bentonite (see discussion below), with no additives (minimum of 2.5 pounds of bentonite per gallon of water). Used to decommission wells completed in unconsolidated materials and competent rock, where appropriate.

Typically, a high solids grout can be prepared using granular bentonite and pumped at a relatively low-viscosity state if done quickly (within 15 minutes). This is due to the slower hydration of the granular bentonite as compared to powdered bentonite. However, if these timeframes cannot be achieved or if it is desirable to have a slower “set,” an alternative is to use what has been termed the “Ohio mix”. The “Ohio mix” involves preparing a low-solids bentonite grout slurry (30 to 50lbs/100 gallons of water) using API 200-mesh bentonite (e.g., Natural Gel, Gold Seal), into which 125 lb. of granular bentonite (8 to 20-mesh) is added and mixed (stirred). The hydrated bentonite in the slurry delays hydration of the granular bentonite without the addition of polymers or other agents. The result is a high solids bentonite grout at a viscosity that is feasible to pump with reasonable working time (Eidil et al. 1992 from Smith, 1994).

3.1 Cement

The cement shall be Portland Cement® Type 1 in accordance with ASTM C150, Type 1 or API-10A, Class A.

3.2 Water

Water shall be obtained from an approved source. Water used for down-hole purposes shall have a Total Dissolved Solids (TDS) concentration of less than 500 mg/L (Smith, 1994) and be certified free from contaminants, or sampled for volatile organic compounds by EPA method 8260.

3.3 Bentonite

Bentonite shall be an additive free granular sodium bentonite (Benseal, Enviroplug, PDS Granular, Volclay Crumbles or equivalent) generally 8 to 20 mesh particle size. Use of granular bentonite *in lieu* of powdered bentonite allows the placement of a high-solids grout with relatively low viscosity, if mixing and pumping are done quickly. If following the “Ohio mix” discussed above, additive free API 200-mesh bentonite is used for the initial slurry (e.g., Natural Gel, Gold Seal) into which granular bentonite (8 to 20 mesh) is added and mixed.

3.4 Grouting Equipment

Grout mixers shall be paddle or blade type capable of thoroughly mixing grout. All grouting lines (i.e., hoses, pipes, drill rods, etc.) shall have an inside diameter of at least 0.50 inches to prevent clogging. Grout pumps shall be of a positive displacement or progressive cavity type (Moyno) capable of delivering a minimum pressure of 20 psi. Venturi mixing and centrifugal pumps are less desirable alternatives due to clay particle shearing and clogging problems, respectively.

4.0 DECOMMISSIONING PROCEDURES

Decommissioning procedures must be tailored to each well type and geologic environment. The broad range of suitable decommissioning methods for different situations is covered in detail in ASTM D5299-99 and the above referenced standards and literature. The purpose of this standard is to establish minimum requirements for the most common well construction types at our facilities. For landfill facilities, the most common type of well installation consists of single cased wells installed in unconsolidated material at relatively shallow depths (i.e., < 100 feet). The procedures described herein can be used to decommission two-inch or four-inch diameter single cased PVC or steel wells installed at depths generally less than 100 feet. Other less common well types requiring specialized procedures and materials include large diameter wells, multiple cased wells and driven casing wells.

The goal of decommissioning is to completely remove all well materials either through overdrilling or pulling of the well or casing. Once all well materials have been removed, the resulting borehole can be properly sealed with a suitable grout mixture.

In general, a high solids bentonite grout mixture (30% by weight) is preferred for most well decommissioning projects. State regulations often stipulate that for wells installed in bedrock, non-flexible grout mixtures must be used, such as neat cement grout or neat bentonite grout. Non-flexible grout mixtures more closely match the physical characteristics of competent bedrock. For all wells or portions of wells completed in unconsolidated material a high solids bentonite grout as defined above is the requisite grouting material. For wells of portions of wells completed in competent bedrock grouting materials can be either of the three grout types specified above with preference given to high solids bentonite grout.

The following are specific decommissioning procedures. These steps shall generally be completed in the order listed below.

1. Ensure that adequate survey control exists for each well and obtain a copy of the original well construction log.
2. Well decommissioning drilling equipment, augers, water level marker, and other tools must be decontaminated before being brought to the site.
3. The depth of the well shall be measured and compared to the anticipated well depth to determine if any obstructions are in the well. If the well is obstructed, the obstruction will be removed prior to sealing the well, if possible.
4. Expected grout volume calculations shall be completed using the depth information derived from Steps 1 and 3. The expected volume shall be recorded for reconciliation with the final grout volumes used.
5. Remove the protective casing. Position the drill rig directly over the well and attach a chain to the outer protective casing. Pull directly upward on the protective casing. Often for shallow wells this procedure will also pull up the inner-casing and annular materials. If this occurs, continue to pull all well materials out, as practicable.

6. Remove the well casing and associated annular materials. Typically, removal is accomplished through overdrilling using a Hollow Stem Auger (HSA) drill rig equipped with an auger bit that exceeds the diameter of the original bit (1.25 times the original auger diameter) used to construct the well. The key to successful overdrilling is insuring the auger bit remains centered on the well for the duration of overdrilling. For wells constructed of PVC, either employ a pilot bit to insure centering is maintained or place A-rod (steel rod) throughout the length of the well to act as a guide during overdrilling. A pilot bit consists of an elongate pointed pin with a maximum diameter slightly less than that of the inner well casing. For wells constructed of steel materials, the steel casing itself can be used to maintain centering during overdrilling. Essentially, an auger is selected with an inner diameter slightly larger than the diameter of the steel casing. During overdrilling the auger follows the steel casing to the target depth. Centering must be assured through use of one of the above-described centering methods. The overdrilling shall progress slowly to insure that the drilling operation remains centered over the well/boring. Once the base of the well is reached the auger or drilling equipment shall be left in place, to prevent cave in of materials, while proceeding to Step 6.

   <u>For unconsolidated wells installed using driven casing</u> or equivalent methods (i.e., no annular materials), it may be possible to pull the outer casing or well *in lieu* of overdrilling. If this procedure is used, grouting must be completed concurrently with the pulling of casing with grout level maintained within 5 feet of ground surface while the casing is pulled. The grout shall be introduced into the well from the base using a tremie line through the innermost casing (with the base of the well removed). The grout mixtures and procedures shall be as described in Step 6.

   <u>Driven casing wells completed entirely in competent bedrock</u> may be decommissioned without removing the casing by tremie grouting according to the procedures described in Step 6.

7. Upon removal of the casing, well screen and annular materials, the resulting boring shall be tremie grouted. The grout shall be a high solids bentonite grout as defined above. Essentially, the grout mixture shall contain as high a bentonite content as can be reasonably pumped (30% bentonite by weight). For wells installed in competent bedrock state regulations often mandate use of a neat cement grout mixture. It is preferable in cases where the borehole intersects both competent bedrock and unconsolidated materials that the unconsolidated interval shall be abandoned using a high solids bentonite grout. Grout shall be mixed to a uniform consistency. The grout shall be pumped into the boring through a tremie pipe placed at the bottom of the boring. The auger flights shall be left in place until the tremie line is situated at the bottom of the boring. Grouting shall proceed in a continuous and expeditious manner by concurrently pulling the auger flights and pumping grout until the grout level is within two feet of the ground surface. Both the bottom of the tremie pipe and the base of the auger flights must remain submerged in grout while the well is grouted.

   After the grout has settled for 24 hours, the borehole must be checked for grout settlement, and if necessary, topped off with the appropriate grout mixture. The final level of the grout shall be within two feet of the ground surface. The top two feet of the borehole shall be abandoned by adding and compacting native soils.

8. Equipment used for well decommissioning shall be cleaned and decontaminated between decommissioning locations.

9. Upon completion of decommissioning activities, well decommissioning materials and equipment will be removed from the site and the site will be restored. Over-drilled well materials and cuttings shall be properly disposed.

10. After the well has been decommissioned, a record must be prepared. The record must contain the following information, at a minimum:
    - Name and address of property owner;
    - Name, license or registration number of the contractor doing the work, name of the driller performing the work, and the signature of the representative;
    - Date work was completed;
    - Survey information including the county, township, range, section, and three quartiles, and the street address or fire number of the well or boring (for unincorporated areas);
    - A description of the geological material penetrated by the well (i.e., copy of the original boring log);
    - The original well or boring depth, and current well or boring depth;
    - The approximate date of construction;
    - The grout or sealing materials, type, quantities, and intervals;
    - The casing type, diameter, and depth, if present;
    - The screen or open hole depth interval, if present;
    - A description of any obstruction, if present;
    - A description of any deviations from the above procedures, or other unusual conditions encountered or actions taken; and
    - A statement as to whether or not all well materials were removed and if not a detailed explanation of the type of materials left in place and their approximate elevation, type, condition, etc.
11. Copies of the decommissioning record are to be forwarded to the site and the State agency if required.

4.1 Failure to remove all well materials

If for any reason the above decommissioning procedures fail to remove all well casing and screen materials, the well shall be permanently marked with a steel post and attached name plate containing the well identification. The name plate and/or site records shall contain, at a minimum, the following:

- Well Identification;
- Date of installation;
- Date of decommissioning;
- Survey coordinates; and
- Approximate elevation interval of in place well materials.

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WELL CONDITION SUMMARY

DATE:_____

Project Name_____ **Project No./Task No.**_____

Personnel _____ **Page**_____ **of** _____

Well ID	Protective Casing	Well Casing	Label	Lock	Pad Condition	Depth of Well (Feet)	General Turbidity	Comments/ Observations*
	☐ OK ☐ Damaged	☐ OK ☐ Damaged	☐ OK ☐ Inadequate	☐ Yes ☐ No	☐ OK ☐ Damaged		☐ Clear ☐ Turbid	
	☐ OK ☐ Damaged	☐ OK ☐ Damaged	☐ OK ☐ Inadequate	☐ Yes ☐ No	☐ OK ☐ Damaged		☐ Clear ☐ Turbid	
	☐ OK ☐ Damaged	☐ OK ☐ Damaged	☐ OK ☐ Inadequate	☐ Yes ☐ No	☐ OK ☐ Damaged		☐ Clear ☐ Turbid	
	☐ OK ☐ Damaged	☐ OK ☐ Damaged	☐ OK ☐ Inadequate	☐ Yes ☐ No	☐ OK ☐ Damaged		☐ Clear ☐ Turbid	
	☐ OK ☐ Damaged	☐ OK ☐ Damaged	☐ OK ☐ Inadequate	☐ Yes ☐ No	☐ OK ☐ Damaged		☐ Clear ☐ Turbid	
	☐ OK ☐ Damaged	☐ OK ☐ Damaged	☐ OK ☐ Inadequate	☐ Yes ☐ No	☐ OK ☐ Damaged		☐ Clear ☐ Turbid	
	☐ OK ☐ Damaged	☐ OK ☐ Damaged	☐ OK ☐ Inadequate	☐ Yes ☐ No	☐ OK ☐ Damaged		☐ Clear ☐ Turbid	
	☐ OK ☐ Damaged	☐ OK ☐ Damaged	☐ OK ☐ Inadequate	☐ Yes ☐ No	☐ OK ☐ Damaged		☐ Clear ☐ Turbid	
	☐ OK ☐ Damaged	☐ OK ☐ Damaged	☐ OK ☐ Inadequate	☐ Yes ☐ No	☐ OK ☐ Damaged		☐ Clear ☐ Turbid	
	☐ OK ☐ Damaged	☐ OK ☐ Damaged	☐ OK ☐ Inadequate	☐ Yes ☐ No	☐ OK ☐ Damaged		☐ Clear ☐ Turbid	
	☐ OK ☐ Damaged	☐ OK ☐ Damaged	☐ OK ☐ Inadequate	☐ Yes ☐ No	☐ OK ☐ Damaged		☐ Clear ☐ Turbid	
	☐ OK ☐ Damaged	☐ OK ☐ Damaged	☐ OK ☐ Inadequate	☐ Yes ☐ No	☐ OK ☐ Damaged		☐ Clear ☐ Turbid	

* Note ponding water, weep holes, condition of surrounding area, including any disturbance of the ground since last inspection, evidence of contamination.

Signature:_____ Date:_____

WELL INSPECTION REPORT

FACILITY INFORMATION

Owner: _____ **Permit No.** _____

Location: _____ **Project No.** _____

INSPECTION

Inspection Date: _____ **Inspector Name:** _____

Time: _____ **Weather Conditions:** _____

MONITORING WELL CONDITIONS

Well ID: _____

Lock Condition: _____

Protective Casing Condition: _____

Pad Condition: _____

Pump Type: _____

Pump Serial No.: _____

Pump Condition: _____

Tubing Condition: _____

Sediment Accumulation in Well (describe): _____

Depth to Water (feet): _____

Depth to Bottom (feet): _____

Comments: _____

_____

Signature: _____ **Date:** _____

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APPENDIX C

EXAMPLE CHAIN-OF-CUSTODY FORM, SAMPLE LABEL, AND CHAIN-OF-CUSTODY SEAL

ENVIRONMENTAL SAMPLING SUPPLY

LOT#

SAMPLE ID

SAMPLED BY	DATE / TIME
LOCATION	PRESERVATIVE
ANALYSIS	CLIENT

Oakland, CA • Houston, TX • Chicago, IL • Richmond, VA
(510) 562-4988 www.essvisl.com (800) 233-8425

ENVIRONMENTAL SAMPLING SUPPLY

LOT#

SAMPLE ID

SAMPLED BY	DATE / TIME
LOCATION	PRESERVATIVE
ANALYSIS	CLIENT

Oakland, CA • Houston, TX • Chicago, IL • Richmond, VA
(510) 562-4988 www.essvisl.com (800) 233-8425

ENVIRONMENTAL SAMPLING SUPPLY

LOT#

SAMPLE ID

SAMPLED BY	DATE / TIME
LOCATION	PRESERVATIVE
ANALYSIS	CLIENT

Oakland, CA • Houston, TX • Chicago, IL • Richmond, VA
(510) 562-4988 www.essvisl.com (800) 233-8425

ENVIRONMENTAL SAMPLING SUPPLY

LOT#

SAMPLE ID

SAMPLED BY	DATE / TIME
LOCATION	PRESERVATIVE
ANALYSIS	CLIENT

Oakland, CA • Houston, TX • Chicago, IL • Richmond, VA
(510) 562-4988 www.essvisl.com (800) 233-8425

CUSTODY SEAL

Date: _____

Signature: _____

ENCO

ENVIRONMENTAL CONSERVATION LABORATORIES, INC.
4810 Executive Park Ct., Ste 211 • Jacksonville, FL 32216-6069 • (904) 296-3007
10775 Central Port Drive • Orlando, FL 32824 • (407) 826-5314
102-A Woodwinds Industrial Court • Cary, NC 27511 • (919) 467-3090

EXAMPLE

ENVIRONMENTAL SAMPLING SUPPLY

LOT#

SAMPLE ID

SAMPLED BY	DATE / TIME
LOCATION	PRESERVATIVE
ANALYSIS	CLIENT

Oakland, CA • Houston, TX • Chicago, IL • Richmond, VA
(510) 562-4988 www.essvisl.com (800) 233-8425

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(510) 562-4988 www.essvisl.com (800) 233-8425

CUSTODY SEAL

Date: _____

Signature: _____

ENCO

ENVIRONMENTAL CONSERVATION LABORATORIES, INC.
4810 Executive Park Ct., Ste 211 • Jacksonville, FL 32216-6069 • (904) 296-3007
10775 Central Port Drive • Orlando, FL 32824 • (407) 826-5314
102-A Woodwinds Industrial Court • Cary, NC 27511 • (919) 467-3090

CHAIN OF CUSTODY

PAGE _____OF _____

CLIENT NAME:	PROJECT NAME:
CLIENT CONTACT:	SITE NAME:
CLIENT ADDRESS:	PROJECT NUMBER:
CLIENT PHONE NUMBER:	P.O. NUMBER:
CLIENT FAX NUMBER:	REGULATORY AUTHORITY:

Is sample for compliance reporting? YES NO	Is sample from a chlorinated supply? YES NO	PWS#
SAMPLER NAME (PRINT):	SAMPLER SIGNATURE:	**Turn Around Time: Day(s)**

							MATRIX						ANALYSIS							COMMENTS
CLIENT SAMPLE I.D.	Date Sampled	Time Sampled	Number of Containers	Grab	Composite	Field Filtered	Groundwater	Wastewater	Drinking Water	Soil	Solids	Other _____								PLEASE NOTE PRESERVATIVE(S)
1)																				
2)																				
3)																				
4)																				
5)																				
6)																				
7)																				
8)																				
9)																				
10)																				

RELINQUISHED:	DATE / TIME	RECEIVED:	DATE / TIME
RELINQUISHED:	DATE / TIME	RECEIVED:	DATE / TIME
RELINQUISHED:	DATE / TIME	RECEIVED:	DATE / TIME

LAB USE ONLY **COOLER TEMP ℃** _____

EXAMPLE