

Birmingham Schools Fixture Inventory

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Building: **Greenfield**

Date Collected: 8-16-18
 Sampler's Initials: TMB

Trace ID: T18H459
 Logged by: JS
 Checked by: [Signature]

Trace No.	Time Taken	Sample Point	Location	Photo(s)	Aerator?	Connecting Plumbing	Notes
1	6:00	G-45-CF	Rm 101	3859/60	Y	Br, Cu	
2	6:21	G-81-CF	Rm 210	3892/93	Y	Br, Cu	

Abbreviations:

B= Classroom Bubbler
 BF= Bathroom Faucet
 Bottle= Bottle Filler
 CF= Classroom Faucet
 DF= Drinking Fountain
 DS= Deep Sink
 EW= Eye Wash
 HS= Hand Sink
 KF= Kitchen Faucet

Connecting Plumbing:

Br= Brass
 Cu= Copper
 G= Galvanized
 P= Plastic
 SS= Stainless Steel

Released by: [Signature]

Received by: [Signature]

Date: 8/20/18 Time: 9:04

SAMPLE LOG IN CHECKLIST

Trace ID #: TR8H459 Date: 8/20/18 Package Description: Cooler Temperature: 21.0
 Client Name: Birmingham Time: 9:04 Logged in by: JS

Cooler Receipt

Cooler/samples delivered by: Trace courier Hand delivered Commercial courier Name of delivery person: Tim Brewer
 UPS FED EX US Mail

Tracking Number: Not Applicable Tracking #: _____

COC Seals present and intact on cooler? Not Applicable No Yes
 Custody seals signed by Client? No Yes Client custody seal # (if applicable): _____

Coolant and Temperature

Type of Coolant Used
 Slurry w/ crushed, cubed, or chip ice?
 Multiple bags of ice around samples?
 Ice Packs/ Blue Ice :
 No Coolant Present:
 Ice still present upon receipt (circle one):
 Yes No N/A

Cooler Temperature
 Correction Factors: •Digital Stick Thermometer CF = -0.6°C
 •IR Thermometer CF = -0.8°C
 Representative Sample Temperature: 20.3 °C (check one below)
 Temp Blank (Stick Thermometer)
 Client Sample (IR Thermometer)
 Melt Water: none °C (Use Digital Stick Thermometer)

General

	Yes	No	NA	Comments
All bottles arrived unbroken with labels in good condition?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Each sample point is in a sealed plastic bag?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Labels filled out completely?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
All bottle labels agree with Chain of Custody (COC)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Sufficient sample to run tests requested?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
pH checked and samples at correct pH?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	See Below*
Correct preservative added to samples?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Air bubbles absent from VOAs?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
COC filled out properly and signed by client?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
COC signed in by TRACE sample custodian?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Was project manager called and samples discussed?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

Notes:

***EMD pH Test Strips Used:**
 pH 0-2.5 Lot: HC731452 pH 11.0-13.0 Lot: HC600691
 Other: _____