



Integrated Analytical Labs
 273 Franklin Rd
 Randolph, NJ 07869

**External Chain of Custody Record/
 Field Test Data Sheet
 USEPA Method TO-15**

**Contact Us: 973 361-4252
 fax: 973 366-5613
 Web: www.ialonline.com**

Client Contact Information				Project Information				Carrier (check one): <input type="checkbox"/> IAL Courier <input type="checkbox"/> Client Courier <input type="checkbox"/> FedEx/UPS				pg <input type="text"/> of <input type="text"/>												
Company:				Project Name:				Invoice Information				Analysis		Report		Matrix								
Address:				Project Location (State):				Attn:				EPA TO - 15 NUDEP LLTO-15 (includes 30 TICs) Library Search (10, 20, or 30 TICs) Other (Explain in Comments) Regulatory/NY Cat B / Full (NJ Required) Reduced / NY Cat A Data Package Results Only Indoor Air Ambient / Outdoor Air Sub Slab / Soil Gas / Near Slab (Circle One) Stack Emission / SVE System High Concentrations Expected												
Phone:				Project Manager:				Address:																
Fax:				PM Signature:				PO #:																
Report to:				PM E-Mail:				Quote #:																
Analysis Turnaround Time - IF NO TAT IS SPECIFIED, 2 WEEK TAT IS ASSUMED				Barometric Pressure																				
IAL Standard: 2 weeks (10 business days)																								
Rush (**pre-approved by lab):				24hr**		48hr**		72hr**		96hr**		1wk**		Start		Stop								
Sample Identification	Start DATE & TIME (24hr Clock)	End DATE & TIME (24hr Clock)	Starting Vacuum ("Hg)	Ending Vacuum ("Hg)	Starting Temp. (°F)	Ending Temp. (°F)	Outgoing Vacuum - Lab ("Hg)	Incoming Vacuum - Lab ("Hg)	Flow Regulator ID	Canister ID	Canister Size (1L or 6L)	Flow Controller Readout (cc/min)												
Comments/ Special Analysis Instructions / QC Requirements:												Note: Hold or contingent samples may be designated by writing an "H" or "C" in the appropriate analysis box. ALL FIELDS IN RED ARE REQUIRED												
Shipping Information / Canister Preparation (for laboratory use only)																								
<i>Individual Preparing Canisters / Title:</i> P. Jenkins, J. Walukiewicz / Air Department Sample Custodians <i>Lab Affixed Seal Number(s):</i> <i>Date/Time Shipping Container Sealed:</i>												Laboratory Canister Certification GC/MS Analyst Signature						IAL SDG#:						
External Chain of Custody																								
<i>Relinquished</i>				<i>Received</i>				<i>Date / Time</i>				<i>Reason for Change of External Custody</i>												
_____				_____				_____				shipment from laboratory to client												
_____				_____				_____				_____												
_____				_____				_____				_____												
_____				_____				_____				_____												
Name/Title Resealing Shipping Container Name: _____						NJDEP Affixed Seal Number: _____																		
Date/Time Sample Shipping Container Resealed: _____						Individual Opening Sample Shipping Container: Padraic Jenkins / Joseph Walukiewicz																		
Date/Time Sample Shipping Container Opened: _____						Date/Time Internal Chain of Custody Initiated: _____																		
White and yellow - lab copies; Pink - client copy																								

Use appropriate care with IAL sampling equipment when sampling and packing for shipment. The client is responsible for all damage incurred to IAL equipment. Notify IAL if equipment is damaged upon receipt. Holding time before sampling is 15 days, after sampling is 30 days; failure to follow these times may result in data rejection by regulatory agencies. The lab will contact you if your COC is not clear, incomplete, or if discrepancies exist. The use of initials is not permitted on the COC except when correcting errors.