



3.1 SITE INVESTIGATION SCOPING

The first step of a **systematic planning approach** to site investigations is the effective scoping of available information and current site conditions. Effective scoping supports appropriate site investigation design and implementation:

- Review applicable regulations and guidance (see Sections 1 and 2)
- Review site history and existing data
- Consult with stakeholders

Much of this information may already be available in existing Phase I site investigation reports. The information is used to develop a preliminary Conceptual Site Model (see Subsections 3.2.1 and 3.3) and develop the site investigation approach, both of which are essential components of the Sampling and Analysis Plan (see Sections 3.2.1 and 3.6).

3.1.1 Review Site History and Existing Data

Existing reports and other records can provide significant information about site characteristics and environmental issues. Previously prepared Phase I and Phase II environmental site assessments (ESAs) may be of significant value. Phase I ESAs are designed to identify environmental issues at a site based on site inspections, interviews, and a review of existing documentation. Phase II ESAs are conducted to follow up on Phase I findings by collecting, analyzing and evaluating environmental samples.

If a Phase I ESA is not available for the site, or if one is available but dated, then a review of site records that follows the Standards for Conducting All Appropriate Inquiries 40 CFR Part 312 (also described in American Society of Testing and Materials [ASTM] E1527-05 [ASTM, 2007]) should be carried out. The types of records described by 40 CFR Part 312 include:

- Physical setting sources (e.g., topographic maps);
- Historical use sources (e.g., aerial photographs, Sanborn fire insurance maps, street directories, title information, newspaper archives, and area-wide descriptions of geology, soil types, topography, and groundwater conditions);



- Federal, state, tribal and local government records or databases; and other environmental record sources as available (e.g., prior investigation reports, hazardous material and waste inventories, spill records, permits, etc.)

3.1.2 Consult with Stakeholders

Stakeholders are individuals or organizations who are affected by, who can affect, or who otherwise have interest, in the site (e.g., owners, operators, employees, government officials, past owners or occupants, nearby residents, developers, lenders). **It is critical to consult with stakeholders early in the investigation scoping process to aid in an understanding of site issues. Early consultation with stakeholders, especially with the HEER Office, will help minimize the risk of wasting time and effort on insufficient investigation designs.** Stakeholders may also be a source of valuable site information (e.g., site employees may be aware of hazardous substance release areas, and locations of important site features).

3.1.3 Review the Overall Site Investigation Approach

During site investigation scoping, the investigation approach is broadly defined with respect to media to be sampled, types of samples to be collected, and analyses to be performed. Developing a general idea of the investigation approach facilitates systematic planning. Ultimately a more refined approach is developed and incorporated into the Sampling and Analysis Plan.