



3.7 QUALITY ASSURANCE PROJECT PLANS

Data acceptance criteria, developed during Step 5 of systematic planning, are presented in the Quality Assurance Project Plan (QAPP) which is the formal project document that specifies the operational procedures and QA/QC requirements for obtaining environmental data of sufficient quantity and quality to satisfy site investigation objectives. The QAPP is required for all data collection activities that generate data for use in decision-making. It contains information on project management, measurement and data acquisition, assessment and oversight, and data validation and usability. The QAPP integrates the DQO, the data collection design, and QA/QC procedures into a coherent plan to be used for collecting data that are of known quality and adequate for their intended use. The QAPP is typically presented as part of the SAP (Step 6 of systematic planning) and should include the following elements:

1. Quality assurance (QA) objectives for measurement
2. Sample chain of custody
3. Calibration procedures
4. Analytical methods
5. Data reduction, validation, and reporting
6. Internal quality control (field and laboratory checks)
7. Performance and system audits
8. Preventative maintenance
9. Data measurement assessment procedures (precision, accuracy, and completeness)
10. Corrective actions

Participation of the laboratory that will be utilized is important to ensure capabilities are agreed upon and not assumed. Other considerations such as potential changes to cleanup processes, lab filtration, etc. should be discussed ahead of time when potentially contaminated samples are collected.

More detailed information regarding the outline, format, and required content of the SAP, which includes the QAPP, is presented in Section 18.



Section 3
Site Investigation Design and Implementation
Quality Assurance Project Plans

Additional information regarding the development of a QAPP is available in the Uniform Federal Policy for Quality Assurance Project Plans (USEPA/DoD/DOE, 2005), Guidance for Conducting Remedial Investigation and Feasibility Studies under CERCLA (USEPA 1988a), and Guidance for Quality Assurance Project Plans (USEPA, 2002g). In addition, Data Quality Assurance and Quality Control procedures are discussed in detail in Section 10.