

General Site Remediation Station and Activity Guidance

Certain items are required for site remediation EMD uploads in order for the submissions to be considered complete and valid.

Station Requirements

1. Stations must be created in accordance with the [Site Remediation Station Creation Guidance](#)
2. Locate the latitude and longitude of each station by portable Global Positioning System (GPS) instrumentation accurate to less than 20 feet.
3. The following columns in the station upload template are required:

Column Name in Template	Description
TaxMap	Tax map for the station
TaxLot	Tax lot for the station
WellDepth	Depth of the well. Required if StatType = Well.
WellUnit	Units for the WellDepth, TopCasing, TopCasingDatum, DTopScreen, and DBotScreen. Only one unit allowed for all of these measurements. Required if StatType = Well
TopCasing	Top of casing elevation for the well. Required if StatType = Well.
TopCasingMethod	Locational method used to determine top of casing elevation. Required if StatType = Well.
TopCasingDatum	Elevation datum used to determine top of casing. Required if StatType = Well.
DTopScreen	Depth to top of screen (not elevation). Required if StatType = Well.
DBotScreen	Depth to bottom of screen. Required if StatType = Well

4. Document the well diameter in the station description (StatDescr) column. Example: Well diameter = 6 inches.

Activity Requirements

- 1) In addition to the laboratory data for each station, field data for each monitoring well station including depth to water and groundwater elevation is also required. Data for all field parameters measured should be included as individual results.

For depth to water, use the appropriate value of the following “SubstanceName(s)”: “Depth to Water Level Below Land Surface” or “Water Level in Well, Depth from a Reference Point”. For groundwater elevation, use the “Water Elevation, Assumed Local Datum” in the “SubstanceName” column. Use the “SubstanceAnalysisComments” column to indicate the local datum when the “SubstanceName” = “Water Elevation, Assumed Local Datum” and then for

indicating what the reference point is when the “SubstanceName” = “Water Level in Well, Depth from a Reference Point.”

2) The temperature of the samples upon receipt at the laboratory should be entered into the “BatchTempConditionMeasurement” column of the activity upload template. This value is always in Celsius.

3) Information on changes in site conditions including monitoring wells requiring maintenance or replacement, notes on any first-time detections of new contamination, or the statement “No changes in site conditions noted.” should be provided in the “SampleComments” column of the template.

4) Free product gauging data, where measured, should be provided as results. Appropriate “SubstanceName(s)” are “Depth, Top of Product,” “Depth, Bottom of Product,” and “Product Thickness.”

5) Trip blank data, where available, should be entered as its own activity. Most trip blanks will have a “SampleCollectionIdentifier” of “WMD-6.”

6) Make sure to use the correct sample collection method (“SampleCollectionIdentifier”). The same method should not be reported for both field activities and QC samples. Most methods begin with “WMD.” Current sample collection methods and descriptions, as well as many other domain list values for the EMD, are available to registered EMD data providers on the “Available Data Provider Activities for Your Registration” form. This is the first form encountered after logging in to provide data.

7) For the “SubstanceName” of “pH,” the “ResultUnits” must = “None.”

8) “ResultBasisName” is required for most laboratory data and can usually be readily obtained from the lab.

9) Don’t leave blank rows within the dataset. The import program will stop reading the data when it encounters a blank row, therefore any data after that will not be reviewed or processed.

10) Only the original versions of the station and activity templates should be used. The “lite” versions of the templates (added in December 2008) are only to be used by volunteer groups, universities, etc.