

CLARIFICATION**IMPROVED COMMUNICATION AND DATA SUBMITTALS**

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INTRODUCTION

Project-specific dredging site sampling and analysis plans (SAPs) are submitted to the PSDDA agencies prior to field work. The PSDDA agencies review these SAPs and may recommend modifications prior to approval.

PROBLEM IDENTIFICATION

Considerable time and effort are expended in the development and review of PSDDA SAPs. An evolutionary, iterative process over the first three years of PSDDA implementation has resulted in SAPs which are detailed and comprehensive. Frequently, however, the protocols and communication procedures laid out in the SAP are not followed, resulting in unresolved QA/QC problems, data omissions and time delays.

PROPOSED ACTION/MODIFICATION

To improve communication and facilitate the PSDDA process, the following actions will be taken:

1. A list of "red flag" problems will be compiled by the PSDDA agencies and distributed to each laboratory. The laboratory will be required to contact the Dredged Material Management Office (DMMO) should any of these problems arise during testing. An example would be a reference sediment performance problem in the sediment larval bioassay.
2. Conference calls which include the DMMO, the applicant or prime contractor, and key subcontractors may be required during the SAP approval process. These calls will be scheduled on an ad hoc basis following discussions between the DMMO and prime contractor relative to the SAP review. The purpose of the conference calls will be to confirm that protocols and procedures in the SAP are understood and agreed to by all parties.
3. A preset schedule for phone contact between the prime contractor and the DMMO during sampling and testing will be prepared by DMMO, in consultation with the prime contractor. This will help facilitate the timely resolution of problems, prevent data omissions, and avoid costly retests.
4. A checklist for data submittals will be prepared by the DMMO for use by the prime contractor, to ensure that complete data packages are submitted, and to verify that all within-batch QA/QC data have been reported by subcontractors. This step will also assist the prime contractor in determining what data need to be collected prior to testing.