

**STANDARD OPERATING PROCEDURE
FOR
MEASUREMENT OF HEXAVALENT CHROMIUM
USING THE
BGI PQ167R LOW VOLUME SAMPLER**



**U.S. Environmental Protection Agency
Region 4, Science and Ecosystem Support Division
Athens, Georgia, 30605**

Acknowledgement

This Standard Operating Procedure (SOP) was developed by EPA Region 4, Science and Ecosystem Support Division. This SOP is based on the Commonwealth of Kentucky's ambient monitoring SOP template. Special thanks to BGI Inc. and ERG for operational content and illustrations.

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I. INTRODUCTION

This procedure is designed to provide instruction on collecting hexavalent chromium (Cr+6) in air using the BGI PQ167R air sampler for metals analysis.

The BGI PQ100 is an "Intelligent Air Pump" that can monitor its own airflow rate and thereby adjust the pump speed to compensate for changes in load pressure and/or other forces which would otherwise hamper the flow of air through a filter (or sample collector). The PQ100 unit can be programmed to begin its sampling job at a specific date, time, and stop sampling after the user defined run time is depleted. However, the sampling time should always be 24 hours for Cr+6 sampling the Toxics in Schools Study.

The PQ100 was designed to operate from 1 standard liter per minute (1000 cc per minute) to 25.0 standard liters per minute and is unaffected by changes in ambient temperature and barometric pressure. The flow rate precision is guaranteed to 2% of the calibration set point.

This SOP is designed to be a step by step method for operating the sampler to be used in conjunction with the manufacturer's operators manual. Laboratory Analysis Methodology may be referenced by contacting the Eastern Research Group (ERG) directly at 919-468-7800 or by email Julie.Swift@erg.com. Maintenance and troubleshooting should be conducted using the BGI167R operator's manual.

FIGURE 1. Schematic of PQ167 Sampling System
(Cr+6 filter holder apparatus replaces PM10 inlet head)

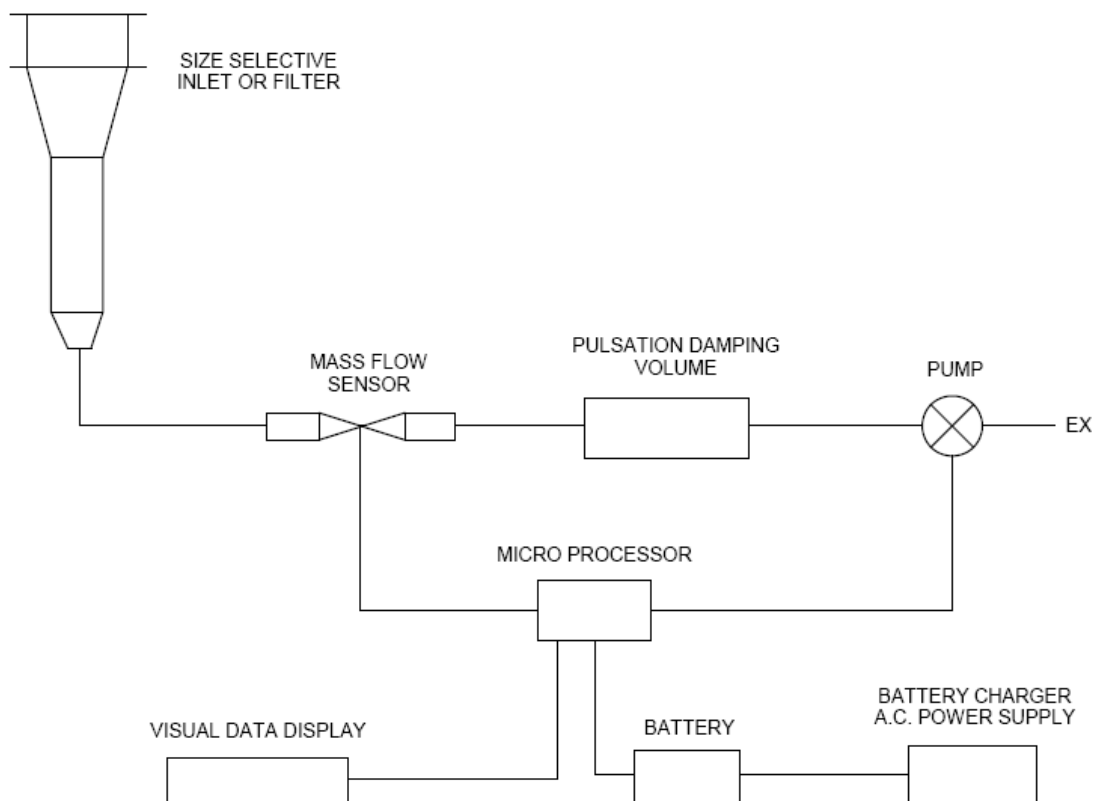
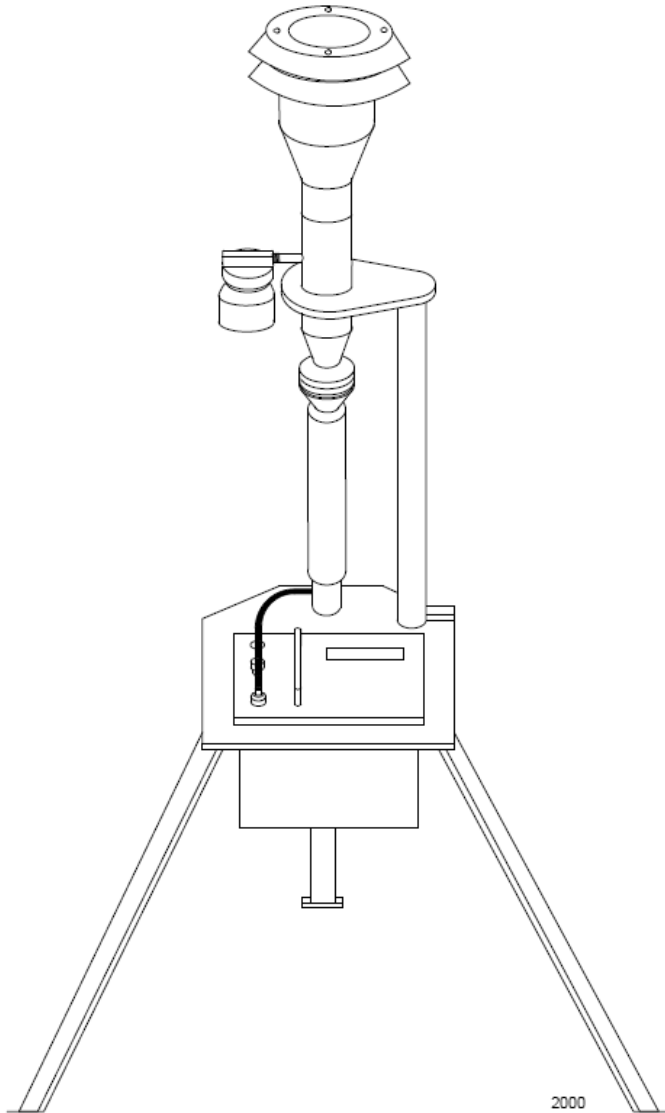


FIGURE 2. PQ167R with Mounting Stand
(Cr+6 filter holder apparatus replaces PM10 inlet head and filter cassette module
and downtube assembly brace are not used)



II. INSTALLATION

A. Sampler Siting

Check the areas for safety. Ensure there will be enough room for the operator to move freely while working, and ensure physical conditions of the location will allow the operator to work safely.

The sampler should be set in a location unobstructed from any side. No tree limbs or other hanging obstructions should be above the sampler. It is suggested that the horizontal distance from the sampler to the closest vertical obstruction higher than the sampler be at least twice the height of the vertical obstruction. There should be no sources located nearby that may bias sampling measurements.

Locate the sampler on a reasonably level structure at a height between two (2) and fifteen (15) meters above the ground.

B. Sampler Installation

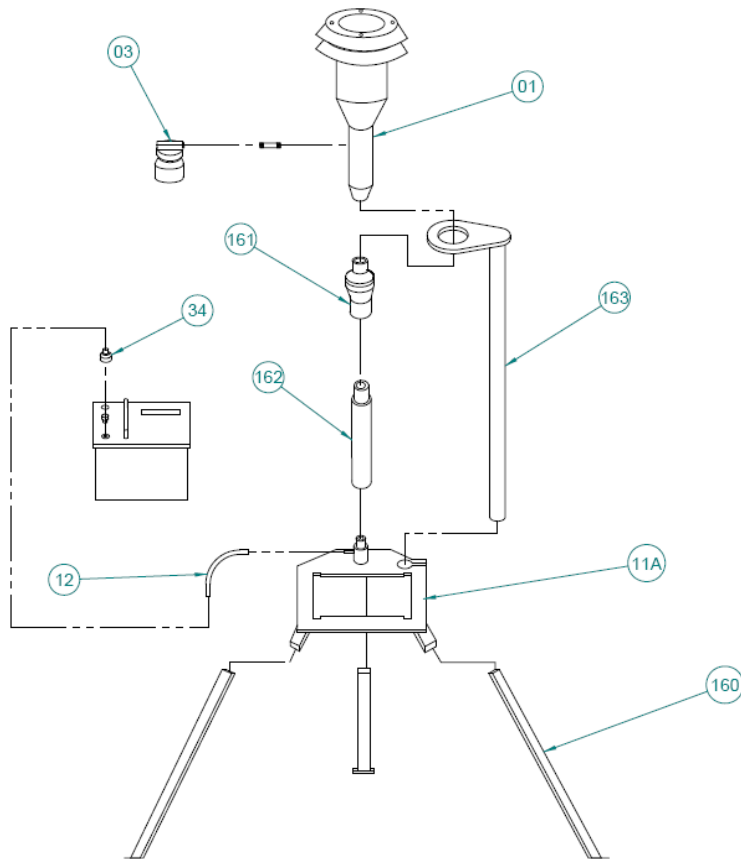
Assemble the sampler according to Figure 3 below omitting the installation of the PM10 inlet head, filter cassette holder assembly, and downtube assembly brace. For detail and illustration, refer to the BGI PQ167 Quick Start document, pages 2 through 8.

Cr+6 Retrofit Instructions

1. The sampling unit, at this point, should have legs mounted on the stand, and the pump and power components should be secured in the stand according to the PQ167 Quick Start document. The downtube, PM10 inlet head, and filter cassette holder assembly should NOT be installed.
2. Install the downtube on the top of the cylindrical mount on the stand. The mount should have tubing leading from the port on its side to the inlet on the pump module.
3. The total ERG Cr+6 filter holder apparatus consists of a BGI flow adapter with shut-off valve, stainless steel connector fitting, a length of "U" shaped stainless steel ¼ inch tubing, ERG filter assembly, and a glass funnel. **The ERG filter assembly and glass funnel will be provided for each sampling run and should not be installed until a sampling run is setup.** Place this apparatus (without ERG filter assembly) on the top of the downtube, and ensure that the shut-off valve is in the open position.

- The open end of the stainless steel tubing should be capped when sampling is not in progress to prevent contamination.

Figure 3. Sampler Assembly Diagram
(Cr+6 filter holder apparatus replaces PM10 inlet head and filter cassette module and downtube assembly brace are not used)



- 01 PM10 Inlet head
- 03 Water collection bottle
- 11A Tripod frame
- 12 Rubber hose
- 34 Hose adapter
- 160 Sampler leg
- 161 Filter cassette holder assembly
- 162 Downtube
- 163 Downtube assembly brace

Place and level the sampler on site. To secure the sampler and protect membrane roofs, 2 x 4 wooden studs may be cut into one foot sections and fastened to the feet of the legs using lag bolts. Place sand bags on these skids to prevent tipping of the sampler.

Connect the sampler to a grounded electrical outlet with 115 volts, and at least 5 amp service. Protect the connector from precipitation by fastening beneath the sampler or wrapping it with plastic tape.

If operating using a deep cycle marine battery for power, install the external power cord by screwing the round harness into the “utility adapter” port on top of the sampler. Attach the positive and negative contacts to the deep cycle marine battery and secure. A fully charged battery should provide power for at least 2 sampling runs. Depending on the battery available, more consecutive runs may be possible. Store the battery in a plastic container near the sampler to conceal and protect it from the weather.

If collocated samplers will be located at the site, the two samplers must be within four (4) meters of each other, but outside of two (2) meters. The inlet heights must be within one (1) meter vertically.

III. OPERATING PROCEDURE

A. Equipment and Supplies

BGI PQ167R
ERG Cr+6 filter holder apparatus
Flow calibrator
Logbook
ERG filter assembly with glass funnel
Cooler with ice substitute
Powderfree gloves
ERG sample paperwork

B. Sampler and Sample Media Receipt Activities

1. Plug sampler into AC power and charge the internal battery for at least 24 hours.
2. Check parts and components against the packing list.
3. After charging, ensure sampler will power up and that the main screen is operational.
4. The sampler may arrive with a default flow rate of 16.7 Lpm. **If**

during the initial verification, the sampler's target flow rate is displayed as 16.7 Lpm, it must be changed to 15 Lpm. Proceed directly to the calibration section of the SOP for direction in making the change.

5. The ERG Cr+6 Filter Holder Modules will arrive to the field office in a cooler with frozen ice substitutes. The modules will have paperwork designating them for a specific site and run day. **The modules must be kept in a freezer prior to sampling and kept cold during transport to the monitoring site for run preparation.**
6. It is highly recommended that there be as little time as reasonably possible between preparing the sampler for the next run (i.e. loading the sample media); the day prior is optimal.
7. **Samples must be retrieved the day following sampling, preferably NLT NOON LST, and returned to ERG cold using the ice substitutes provided.**

C. Verification

NOTE: THE PQ100 DOES NOT REQUIRE A LEAK TEST. CUTTING OFF THE FLOW OF AIR BY COVERING OR RESTRICTING THE AIR FLOW TO THE INLET WILL CAUSE DAMAGE TO THE INTERNAL PUMP AND WILL VOID THE WARRANTY.

To VERIFY flow:

1. Install a test ERG Cr+6 filter holder module if available. If a test module is not available, the module to be used for the next sample day is acceptable; however, the module must be used immediately following the verification/calibration.
2. Attach a NIST traceable flow standard to the inlet of the filter module. Ensure the flow standard is on and has equilibrated to ambient conditions.
3. Turn on the PQ167R by pushing the "ON/OFF" button. If a message is blinking on the display, press "ENTER" to proceed to the "MAIN IDLE DISPLAY".

The screen display should read:

ET0000Min TS00.00M (Date)
Q(Flow)Lpm T(Time) Bty(Capacity)%

(Date) – today's date in military notation; e.g., 01JAN= January 1st

(Flow) - the current flow rate selected to be regulated.

(Time) - military time; e.g., 13:08= 13 Hours 8 Minutes or 1:08 PM

(Capacity) - remaining charge in the internal battery.

4. Press SETUP three times until the Set START DATE and TIME screen appears: The screen should appear as below:

Set START DATE and TIME
(Date) (Time) Off

5. The word, "Off", should be displayed in the lower right corner of the screen. The bottom line of the display should be flashing. If "On" is displayed, press the "ENTER" button until "On" stops flashing. Then toggle to "Off" by pressing the + or – buttons.
6. Press the "SETUP" button twice to get to the "MAIN IDLE DISPLAY"
7. Press the "RUN/STOP" button to activate the pump.
8. Allow the pump to stabilize for at least 2 minutes.
9. If the measured flow and the flow indicated on the flow standard are within 4%, the sampler's calibration is acceptable. If the flow is outside 4%, the unit must be recalibrated.
10. Press the "RUN/STOP" button to turn off the pump.

D. Calibration

NOTE: THE PQ100 DOES NOT REQUIRE A LEAK TEST. CUTTING OFF THE FLOW OF AIR BY COVERING OR RESTRICTING THE AIR FLOW TO THE INLET WILL CAUSE DAMAGE TO THE INTERNAL PUMP AND WILL VOID THE WARRANTY.

To CALIBRATE flow:

1. Install a test ERG Cr+6 filter holder module if available. If a test module is not available, the module to be used for the next sample day is acceptable; however, the module must be used immediately following the verification/calibration.
2. Press "SETUP". The screen will read; "Select FLOW RATE"
3. From the "MAIN IDLE DISPLAY" press the "Setup" key once until the message below appears;

Select FLOW RATE

The Target Q should read 15.0 Lpm. If it does not read 15.0 Lpm, set TARGET FLOW RATE to 15.0 Lpm by pressing ENTER. The whole number value will remain on constant while the tenths still blink); use "+" or "-" to increase or decrease until 15 is displayed. Press ENTER (Tenths value will now remain constant while whole number blinks); use "+" or "-" to increase or decrease until .0 is displayed.

4. From the "Select FLOW RATE" message screen, press both the "Reset" key and the "Run/Stop" key simultaneously to enter the calibration mode and the message below will appear;

CALIBRATE Target=15.0 Lpm

5. Press the "RUN/STOP" button to activate the pump and the message below will appear:

CALIBRATE Target = 15.0 Lpm
Reference Q.. XX.X

The Reference Q is an approximate flow rate used only as a visual aid in finding the corrected flow on the calibration device. This value may indicate 5 to 15% error. This is for reference only!

6. Use the "+/-" keys to move the pump speed up or down until the calibration device indicates the desired flow rate.
7. When a stable reading has been achieved, press the "ENTER" key to store the flow rate.
8. Exit the Setup menu and return to the "MAIN IDLE DISPLAY".
CALIBRATIONS ARE NOT AFFECTED UNTIL THE ENTER KEY IS PRESSED AND THE PUMP IS RUNNING.
9. Record pre- and post- flow measurements and adjustments in the logbook.

E. Conducting the Sampling Event

Site Arrival Daily Activities

1. Visually inspect and ensure all O-rings are in place and secure. Replace if necessary.

2. Always ensure that samples and unused ERG Cr+6 Filter Holder Modules are transported to and from the site cold.
3. Confirm all cables (electrical connections) are secure, and that exterior connections are protected from the elements.
4. Record activities, site observations, and maintenance activities in logbook.

Preparing Sampler for a Sampling Event

1. Prepare sample paperwork. On the ERG AMBIENT HEXAVALENT CHROMIUM DATA SHEET, complete the "Lab Pre-Samp." and "Field Setup" sections. Record any pertinent observations in the notes section at the bottom of the form.
2. Turn on the PQ167R by pushing the "ON/OFF" button. If a message is blinking on the display, press "ENTER" to proceed to the "MAIN IDLE DISPLAY". Then press "RESET" to clear prior run data.
3. Conduct an initial flow check (verification) by following the instructions in section **C. Verification**. Record the measurement from the flow standard on the ERG AMBIENT HEXAVALENT CHROMIUM DATA SHEET under the "Field Setup" section on the "Initial Rotameter Setting".
4. Following the flow check, the screen display should read:

ET0000Min TS00.00M (Date)
Q(Flow)Lpm T(Time) Bty(Capacity)%

(Date) – today's date in military notation; e.g., 01JAN= January 1st
(Flow) - the current flow rate selected to be regulated.
(Time) - military time; e.g., 13:08= 13 Hours 8 Minutes or 1:08 PM
(Capacity) - remaining charge in the internal battery.
5. Press "SETUP". The screen will read; "Select FLOW RATE"
The flow rate value will be blinking.
6. The flow rate should read 15.0 Lpm. If it does not read 15.0 Lpm, the unit must be calibrated to 15.0 Lpm. See calibration section for adjusting target flow rate and calibration.
7. Press "SETUP". This is the date and time screen.

The screen should read;

Set DATE and TIME
(dd) (mmm) (yyyy) (time)

To change the Date and Time;

TIP: Only the field not blinking can be adjusted. Push enter to move to the next field.

- a. DAY: Press ENTER and change by pressing the + or - key. When the day is correct, press ENTER.
 - b. MONTH: To change, press + or - key. When correct, press ENTER.
 - c. YEAR: To change, press + or - key. When correct, press ENTER.
 - d. TIME (hrs): To change, press + or - key. When correct, press ENTER.
 - e. TIME (min): To change, press + or - key. When correct, press ENTER.
8. When date and time are correct press "SETUP"
 9. This is the sample start screen which reads;

Set START DATE and TIME
(dd) (mmm) 00:00 Off

This screen allows you to set a start date and time for a sampling run. The default is set to midnight the next day. To designate your own start date and time:

- a. DAY: Press ENTER and change by pressing the + or - key. When the day is correct, press ENTER.
- b. MONTH: To change, press + or - key. When correct, press ENTER.
- c. YEAR: To change, press + or - key. When correct, press ENTER.
- d. TIME (hrs): To change, press + or - key. When correct, press ENTER.

- e. TIME (min): To change, press + or - key. When correct, press ENTER.
- f. Enable the run by setting the "On/Off" function on the screen to "On".

WARNING: The sampler will not automatically activate if this option is set to "Off".

10. Press "SETUP"

The screen will read;

Set RUN TIME
Hours: 24 Min: 00 On

Set to 24 hours 0 minutes. The default is always 24 hrs 0 min, the required sample duration. If the sample time needs to be modified, adjust as instructed in step 6 and 8.

11. Press "SETUP". The screen will return to the "MAIN IDLE DISPLAY"

WARNING: DO NOT PRESS THE RESET BUTTON AT THIS TIME AS THE START TIME AND RUN TIME WILL DEFAULT.

12. Press "RUN/STOP"

If the START TIME ENABLE is set to "On" then the message "Alarm Triggered Run..." followed by "PQ100 Powering Down.." will appear briefly. The PQ100 is now waiting for the internal real time clock to achieve the designated start time and will then power itself on and begin the sampling run. If the START TIME ENABLE is set to "Off" then the pump will begin to run immediately. If this occurs, press RUN/STOP and begin back at step 2 ensuring START TIME ENABLE is set to "On".

Installing the ERG Cr+6 Filter Holder Module

NOTE: Gloves must be changed for each sample, i.e. between retrieving a sample and preparing a new run gloves MUST be changed to prevent cross contamination.

1. Remove the sample inlet cover on the stainless steel probe and make sure there is no contamination on the probe.

2. Put on a clean pair of powderfree gloves
3. Take the ERG Cr+6 Filter Holder Module storage container from the cooler and carefully remove the module. The module may be in a plastic bag. Return the bag to the container for use in the collection procedure.
4. Make sure the glass funnel is securely attached to the filter holder. Loosen the small top nut on the filter container. Arrows will be present on the filter holder showing air flow direction and they should always point to the end of the sample probe line.
5. Holding the module with the glass funnel facing down, slide the probe into the top fitting of the filter module and tighten the nut. Tighten the nut until the ERG Cr+6 Filter Holder Module is securely fastened to the probe. Do not overtighten the plastic nut.

NOTE: If running a field blank, repeat steps 1 through 5, count to 10, and then remove the field blank filter holder module and place it back into the antistatic bag. Label the bag to designate the filter module as a field blank. Log the filter ID as field blank in the comments section of the ERG Hexavalent Chromium Sample Data Sheet. The field blank must be run before the sample filter module is fastened to the probe.

Sample Recovery and Data Collection

NOTES:

- I. **Samples must be retrieved the day following sampling, preferably NLT NOON LST, and returned to ERG cold using the ice substitutes provided.**
 - II. **Gloves must be changed for each sample, i.e. between retrieving a sample and preparing a new run, to prevent cross contamination.**
1. On the ERG AMBIENT HEXAVALENT CHROMIUM DATA SHEET, fill in the "Field Recovery" section. Be sure to fill in the "Recovery Date", "Recovery Time", "Elapsed Time" (ETXXXXMin from sampler), and circle a "Status" selection. This information will be on the "MAIN STATUS SCREEN".
 2. Conduct a final flow check (verification) by following the instructions in section **C. Verification**. Record the measurement from the flow standard on the ERG AMBIENT HEXAVALENT CHROMIUM DATA SHEET under the "Field Setup" section, "Final Rotameter Reading".

3. Put on a clean pair of powderfree gloves
4. Take the module storage container from the cooler, open, and set aside.
5. While holding the ERG Cr+6 Filter Holder Module, loosen the top nut holding the module to the sample inlet and slide the module off the stainless steel probe.
6. Place the ERG Cr+6 Filter Holder Module including glass funnel in the plastic bag and place back into the storage container. Place the storage container into a cooler with ice substitutes.
7. Place cover back on end of probe line.
8. Data may be downloaded to a laptop using the PQ100/200 DOWNLOAD SOFTWARE. ERG does not require this data, but direction can be found in the BGI PQ167 Quick Start document, pages 16 and 17.

Sample Shipping

The ERG Cr+6 Filter Holder Module container must be packed in a cooler with ice substitutes and shipped overnight cold to ERG. The sample paperwork must be included in the shipment. Use the pre-filled out FedEx label provided by ERG, and fill out the "Sender" section with the sampling agency's address and phone number. Send priority overnight to ERG.

If the shipping form is lost, use the address below for shipping to ERG, and contact them directly for the FedEx accounting.

Address: ERG
601 Keystone Park Drive
Suite 700
Morrisville, NC 27560
919-468-7924

IV. QUALITY ASSURANCE

To ensure that quality data is being collected the following checks should be considered:

A. Flow Calibration

A flow verification must be completed at the beginning of the study period. If the verification does not compare within 4%, the flow must be calibrated. Document all quality assurance activities in the logbook.

B. Flow Verifications

The flow must be verified or checked at the beginning and end of the sampling event to determine an average sample flow. Document all quality assurance activities and observations in the logbook.


C. Independent Audits

If possible, it is recommended that an independent flow check of the sampler be conducted at some point during the study. This check may be conducted by a state or local agency's quality assurance team or independent audit program.

V. DATA FORMS

All sample related run data forms will be supplied by ERG. Check the data sheets for completion after every setup or retrieval event. The operator is expected to keep a logbook to document all site activities, quality assurance activities, and sampling activities. The ERG AMBIENT HEXAVALENT CHROMIUM DATA SHEET is attached below.

ERG Ambient Hexavalent Chromium Sample Data Sheet

		ERG Lab ID # _____
AMBIENT HEXAVALENT CHROMIUM DATA SHEET		
Lab Pre-Sampling	Site Code: _____ Collection Date: _____ City/State: _____ Primary Event (Y/N): _____ AQS Code: _____ Collocated Event (Y/N): _____	
Field Setup	Site Operator: _____ System #: _____ Set-Up Date: _____ Elapsed Timer Reset (Y/N): _____ Collection Date: _____ Batch I.D. No.: _____ Initial Rotameter Setting (C.O. B.): _____ (After 5 minutes warm-up) Programmed Start Time: _____ Programmed End Time: _____	
Field Recovery	Recovery Date: _____ Recovery Time: _____ Final Rotameter Reading (C.O.B.): _____ (After 5 minutes warm-up) Elapsed Time: _____ Status: Valid Void (Circle one)	
Lab Recovery	Received by: _____ Date: _____ Refrigerator No: _____ Status: Valid Void (Circle one) Temperature: _____ If void, why: _____ Collection Time (Minutes): _____ × Flowrate (L/min): _____ Total Volume of Air Sampled (m ³): _____	

Comments: _____

White: Sample Traveler

Canary: Lab Copy

Pink: Field Copy