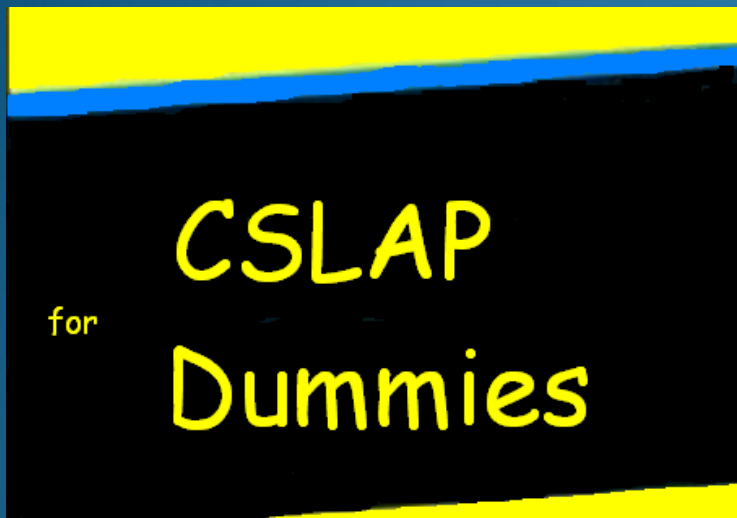


# CSLAP Protocol Do's & Don'ts

How to keep Nancy, Stephanie, and the folks at UFI Happy



- Learn To:
- \*Save Time
  - \*Get Better Data
  - \*Maintain CSLAP Equipment
  - \*Avoid e-mails from Nancy



# Pre-Season “To Do” List



- Make sure all equipment is in working order, and let Nancy know ASAP if it's not.
- Buy distilled water and aluminum foil
- **READ THE 2019 PROTOCOL**
- Make sure your boat is in working order. Don't forget the life jackets!

# Pre-Season – Big No!

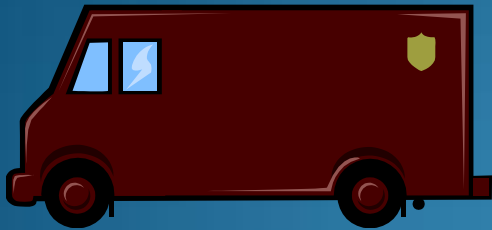


Q: We want to get started early. Can we just use bottles & Chain of Custody (COC) forms leftover from a previous year?

A: NO!!! Bottles and COC forms are coded to a particular year. Don't run the risk of samples being discarded!

**NEVER, EVER, EVER** use old bottles or COC forms!

# Part 1-The Box of Bottles:



- Boxes will ship sometime in late May or early June.
- Boxes will be shipped via UPS. We cannot ship to a P.O. Box.
- Boxes are shipped to the address provided to us on the 2019 CSLAP Application.
- **If you want to change that address, you need to let us know.**
- As soon as the box arrives, check to see that you have 8 sets of bottles & paperwork, waiver forms, filters and gloves.

# Where to Find Forms:



<https://nysfola.org/cslap-protocol-forms/>

Or e-mail Nancy fola@nysfola.org

# 2019 Bottle Bags



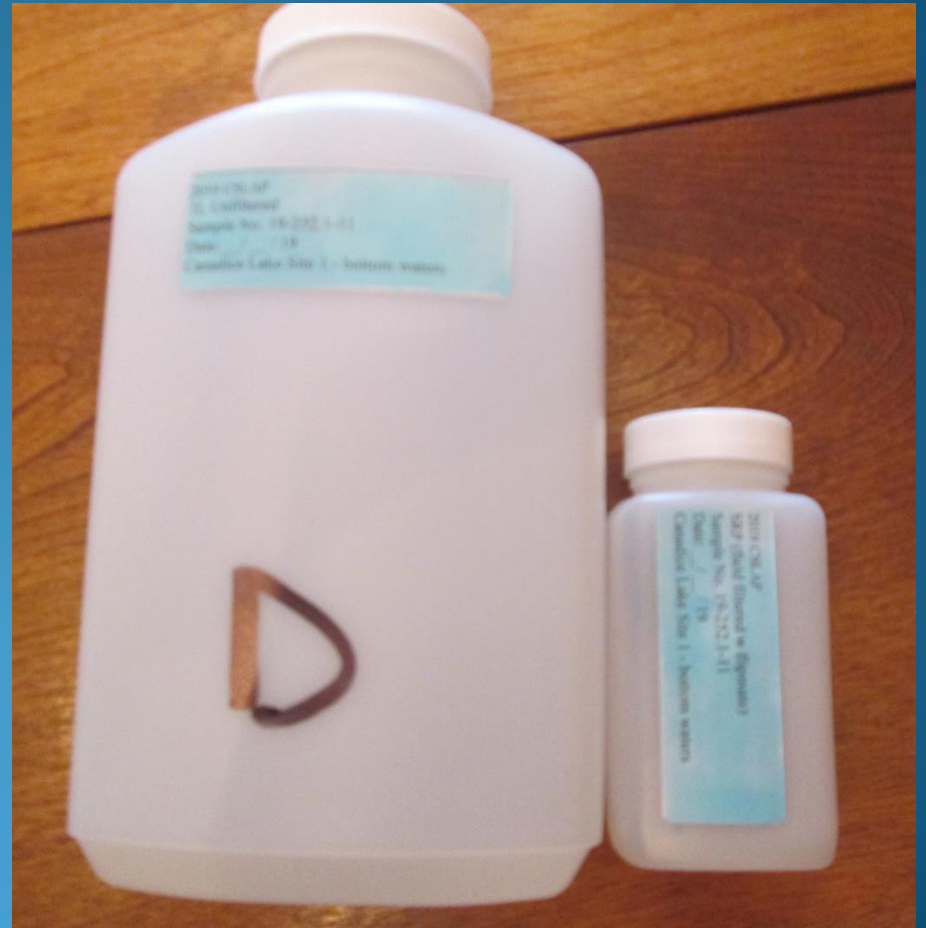
- **USE BOTTLE BAGS IN SEQUENTIAL ORDER!** This is the bag for the first round of sampling.
- Bag will have bottles, COC form, Observation Forms, Sampling Record Form, B1 bloom bottles.
- Finger Lakes bags will have flip-mates for SRP

# 2019 Bottle Bag - Shallow



# 2019 Bottle Bag - Deep

All of the shallow bottles plus one (non-Finger Lake) or two (Finger Lakes SRP bottle) more.



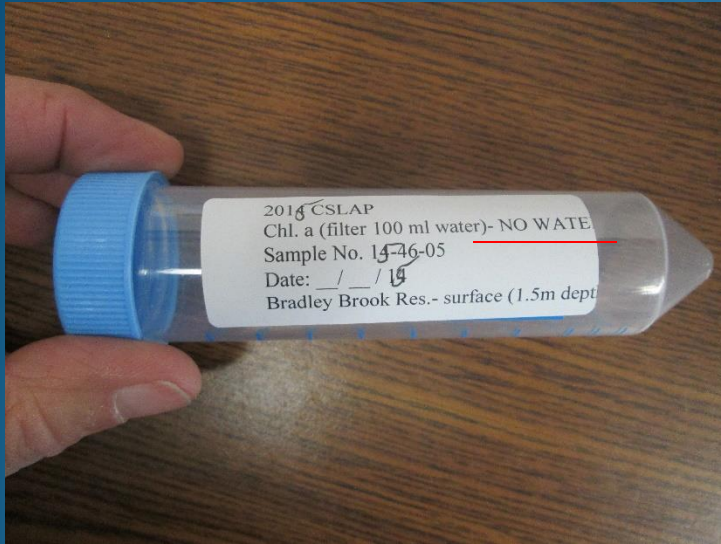


# 2019 Bottle Bag – Finger Lakes

All of the shallow and/or deep bottles plus FlipMates for SRP.



# 2019 Bottle Bag-Vials



- Blue capped vial is for the Chl a filter.
- This vial should never be filled with water!

# 2019 Bottle Bag-Shoreline Bloom Bottles

- B1 is first bloom of season
- Collect sample in large container with green label
- Gently mix and pour into plastic and glass bottles. (Send these 2 to lab)



# 2019 Bottle Bag-Paperwork

## Chain of Custody Form

CHAIN OF CUSTODY/REQUEST FOR ANALYSIS - UPSTATE FRESHWATER INSTITUTE  
224 Midler Park Dr., Syracuse, N.Y. 13214 (315) 431-4962  
N.Y.S. ELAP ID# 11452

1. Sampling Date \_\_\_\_\_

2. Sampled by \_\_\_\_\_

Sampling Location/Project: Canadice Lake - Site 1 / CSLAP  
Field ID Number Surface Water: 19-252.1-0 Bottom Water: 19-252.1-1

Sample ID # (for lab use only)	3. Collection Time	Sample container (# / type)	Exact sampling location	Matrix	Bulk Chemistry * unfiltered 1L bottle	Color field filtered, 125mL bottle	Chl.a filter w/ MgCO <sub>3</sub> , blue cap vial	HAB *** unfiltered 125mL amber glass bottle	SRP field filtered, 125mL bottle
		1 1L plastic, unfiltered 2 125 mL plastic, filtered 1 blue cap vial w/ filter 1 125 mL glass amber unfiltered	Lake surface (1.5m)	Water	X	X	X	X DO NOT FREEZE	X
Sample ID # (for lab use only)	3. Collection Time	Sample container (# / type)	Exact sampling location	Matrix	Bulk Chemistry ** unfiltered 1L bottle				SRP field filtered, 125mL bottle
		1 1L plastic, unfiltered 1 125 mL plastic, filtered	Lake Bottom	Water	X				X

**SAMPLING VOLUNTEERS- PROVIDE INFORMATION IN BOXES**  
1. Date, 2. Sampled By (Printed), 3. Time (Military Hours), 4. Sample Relinquished By (Signature)

Comments (FOR LAB USE ONLY): \_\_\_\_\_

By signing this form, I certify that the samples enclosed were collected in accordance with the CSLAP protocols.

4. Sample relinquished by: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_

Sample bottles prepared by: Gina Kehoe Date: \_\_\_\_\_ Time: \_\_\_\_\_

Received @ UFI laboratory signature: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_

When a container type is listed it is understood that proper preservation techniques and the appropriate containers are being used. Be advised that the field sampler is responsible for the care of the samples collected until they are transferred or dispatched properly.  
\* Requested analytes: PH, L, SC, L, TP, TDP, NH<sub>3</sub>, NO<sub>3</sub>, TN, TDN, Cl  
\*\* Requested analytes: TP, TDP, TN, TDN, DOC, UV254, Cl  
\*\*\* Requested analytes: Fluoroprobe, if >10µgChl.f, then microscopy & microcystin

(for lab use only)

Bulk Temp(°C): \_\_\_\_\_ HABs Temp(°C): \_\_\_\_\_

# 2019 Bottle Bag- Paperwork

CSLAP Field  
Observations Form  
– 2 sided!

Lake Name \_\_\_\_\_ Date \_\_\_\_\_

CSLAP FIELD OBSERVATIONS FORM- LAKE PERCEPTION

(A) PLEASE CIRCLE THE ONE NUMBER THAT BEST DESCRIBES THE PHYSICAL CONDITION OF THE LAKE WATER TODAY:

1. Crystal clear water
2. Not quite crystal clear- a little algae visible
3. Definite algae greenness, yellowness, or brownness apparent
4. High algae levels with limited clarity and/or mild odor apparent
5. Severely high algae levels with one or more of the following: massive floating scums or streaks on lake or washed up on shore, strong foul odor, fish kills

(B) PLEASE CIRCLE THE ONE NUMBER THAT BEST DESCRIBES THE AQUATIC PLANT POPULATIONS IN AREAS WHERE PEOPLE SWIM AND BOAT TODAY:

1. No plants visible from the lake surface
2. Some plants are visible underwater, but do not grow to the lake surface
3. Some plants grow to the lake surface
4. There is dense plant growth at the lake surface
5. Dense plant growth completely covers the lake surface except in the deepest areas

(C) PLEASE CIRCLE THE ONE NUMBER THAT BEST DESCRIBES YOUR OPINION OF THE SUITABILITY OF THE LAKE FOR RECREATIONAL ENJOYMENT TODAY:

1. Beautiful, could not be nicer
2. Very minor aesthetic problems- excellent for swimming, boating, and overall use
3. Swimming and aesthetic enjoyment slightly impaired
4. Desire to swim and enjoy the lake substantially reduced, although the lake can be used
5. Swimming and aesthetic enjoyment of the lake impossible

(D) PLEASE CIRCLE ALL NUMBERS THAT AFFECT YOUR OPINION OF RECREATIONAL USE OF THE LAKE TODAY:

0. No problems observed
1. Poor water clarity and/or water color, including turbid water
2. Excessive weed growth (circle all that apply: emergent plants, floating plants, submergent plants)
3. Too much algae and/or odor
4. The lake looks bad
5. Poor weather (windy, overcast, water too cold, etc.)
6. Litter, surface debris, other beached or floating material, including foam and pollen
7. Too many lake users (circle all that apply: boaters, swimmers, jet skiers, other)
8. Other \_\_\_\_\_

TURN OVER FOR HEALTH AND SAFETY QUESTIONS

# 2019 Bottle Bag- Paperwork

## CSLAP Sampling Record Form

**CSLAP SAMPLING RECORD FORM**  
PLEASE PRINT LEGIBLY

**SECTION 1 - GENERAL**

LAKE NAME AND SITE # (IF APPLICABLE) \_\_\_\_\_ COUNTY \_\_\_\_\_ CSLAP ROUND # \_\_\_\_\_ DATE \_\_\_\_\_

SAMPLER(S) Sample Collection: \_\_\_\_\_  
Secchi Readings: \_\_\_\_\_

NAMES OF OTHERS WHO ASSISTED TODAY *Please be sure to send a waiver form for every person*

**SECTION 2 - SECCHI DEPTH & LAKE INFORMATION**

SOUNDING DEPTH \_\_\_\_\_ meters LAKE LEVEL  High  Normal  Low  
NOTE: The depth to the bottom of the lake at your sampling location.

READING 1: Secchi Disk Lowered Until it Disappears \_\_\_\_\_ meters On bottom?  Yes  No  
READING 2: Secchi Disk Raised Until it Reappears \_\_\_\_\_ meters On bottom?  Yes  No

NOTE: The Secchi readings should never be deeper than the Sounding Depth.

**SECTION 3 - SAMPLE TIME & TEMPERATURE**

TIME (Military Preferred) AIR TEMPERATURE \_\_\_\_\_ °C WATER SAMPLING DEPTH \_\_\_\_\_ meters WATER TEMPERATURE \_\_\_\_\_ °C  
AM  PM  Surface Sample \_\_\_\_\_ meters Surface \_\_\_\_\_ °C  
Deep Sample (if applicable) \_\_\_\_\_ meters Deep \_\_\_\_\_ °C

SULFUR ODOR IN DEEP SAMPLE: If applicable, is there a sulfur odor in your deep sample?  Yes  No

**SECTION 4 - HARMFUL ALGAL BLOOM OBSERVATIONS** See HAB Reference Images

CONDITIONS OBSERVED AT CSLAP SITE  A. Spilled Paint  B. Pea Soup  C. Streaks  D. Green Dots or Clumps  
 E. Bubbling Scum  F. Slight Green or Brown Tint  G. Duckweed or Watermeal  
NOTE: Document shoreline HAB conditions (bloom and no bloom) on the shoreline HAB survey form.  H. Other \_\_\_\_\_  I. No Evidence of Bloom.

**SECTION 5 - WEATHER**

CURRENT WEATHER CONDITIONS WIND TODAY:  Calm  Moderate  Windy  
SKY TODAY:  Clear  Partly Cloudy  Overcast  Rainy

WEATHER CONDITIONS OVER THE PAST WEEK WIND:  Calm  Moderate  Windy  
SKY:  Clear  Partly Cloudy  Overcast  Rainy

CURRENT WIND DIRECTION  No wind  Variable  Indicate direction with arrow

UNUSUAL WEATHER CONDITIONS (Major storms, record setting temperatures, etc. Please include date.) \_\_\_\_\_

**SECTION 6 - COMMENTS**

Please describe unusual water quality issues, invasive species observations, aquatic plant (or other) management activities taking place on the lake. We also encourage you to take a digital photograph of any unusual conditions and e-mail the photo(s) to [folia@nysola.org](mailto:folia@nysola.org) & [stephanie.june@dec.ny.gov](mailto:stephanie.june@dec.ny.gov) or include a copy in a separate plastic bag with your samples.

Initials: \_\_\_\_\_ CHECK HERE IF PHOTO SENT \_\_\_\_\_

# 2019 Bottle Bag-Paperwork

## Harmful Algal Bloom Shoreline Survey Form

**NEW YORK STATE OF OPPORTUNITY** Department of Environmental Conservation  
NYSFOLA


Name: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_ Sample ID: \_\_\_\_\_  
Percent of Shoreline Surveyed (circle one): <25% 25-50% 50-75% >75%  
Description of Bloom: \_\_\_\_\_  
Extent of Bloom:  No Bloom Present  Small Localized (few properties)  
(check one)  Large Localized (many properties)  Widespread/lakewide  
Additional Comments: \_\_\_\_\_

**Every CSLAP Session or Bloom Observation:**

1. Fill in 'Name,' 'Date,' and 'Time' above
2. Survey as much shoreline as possible:
  - o Indicate area surveyed on map
  - o Enter percent shoreline surveyed above
3. If no bloom is present:
  - o Check 'No Bloom Present' above
  - o Do not collect a sample
  - o Send form to UFI
4. If a bloom is present:
  - o Show location and extent of bloom on map
  - o Collect sample at densest location
  - o Mark an X on map where sample was collected
  - o Complete 'Sample ID' above with bottle number
  - o Enter 'Description' and 'Extent' above
  - o Send sample and form to UFI


**HABs**

Collect a Sample



**Not HABs**

Do Not Collect a Sample



**CSLAP - Canadice Lake - 252.1 Harmful Algal Bloom Shoreline Survey Form**

Map showing Canadice Lake and surrounding areas (BALD HILL, Canadice Lake). Includes a scale bar (0 to 3 Kilometers) and a north arrow.

# 2019 Bottle Bag- Filters and Gloves



**These usually settle down to the bottom of the box!**





# The Box of Bottles- Problem Areas

**Q: Can you send me some filters?"**

**A: Look for a cup of them in the bottom of the box. They settle down during shipping. Look for gloves in a bag. Not there? Let Nancy know.**

**Q: "Can you send more paperwork?"**

**A: You should have enough, but the forms all on the web for easy access! [www.nysfola.org](http://www.nysfola.org)**

# 2019 Bottle Bag

If you're missing a bottle, please indicate that on the COC form when you send the samples in. That way, we won't be looking for it.

CHAIN OF CUSTODY/REQUEST FOR ANALYSIS - UPSTATE FRESHWATER INSTITUTE  
 224 Michler Park Dr., Syracuse, N.Y. 13214 (315) 431-4962  
 N.Y.S. ELAP ID# 11462

1. Sampling Date \_\_\_\_\_  
 2. Sampled by \_\_\_\_\_

Sampling Location/Project: Bradley Brook Reservoir / CSLAP  
 Surface Water: 15-46-05 Bottle Water: 15-46-15

Sample ID # (for lab use only)	3. Time	Sample container (# / type)	Exact sampling location	Matrix	Total P unfiltered 125ml bottle	NO <sub>x</sub> , NH <sub>3</sub> unfiltered 125ml bottle	TN unfiltered 60ml bottle	pH	SpCond unfiltered 125ml bottle	Chlorophyll a filter w/ MgCO <sub>3</sub> large tube white cap	Calcium unfiltered 30ml bottle	Color field filtered, 125ml bottle	HAB color filter on small tube	Raw Water filter on tube green cap
		1 125 ml plastic, filtered 3 125 ml plastic, unfiltered 1 60ml plastic, unfiltered (1 30 ml plastic, unfiltered) 2 large tubes, 1 w/ filter 1 small tube w/ filter	Lake surface	water	X	X	X	X	X	X	X	X	X	X
		2 125 ml plastic unfiltered	Lake bottom	water	X	X								

SAMPLING VOLUNTEERS- PROVIDE INFORMATION IN BOX

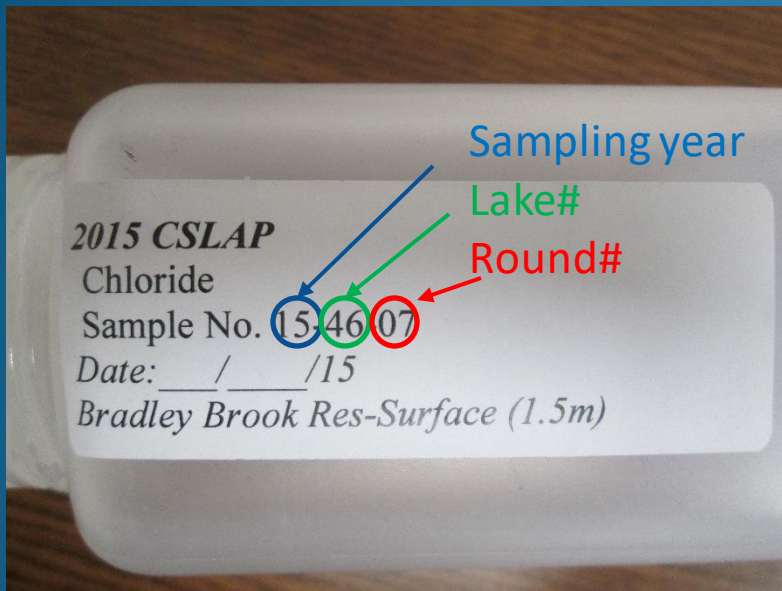
1. Date, 2. Sampled By (Printed), 3. Time (Military Hours), 4. Sample Relinquished By (Signature)  
 Comments (FOR LAB USE ONLY): \_\_\_\_\_

4. Sample relinquished by: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_

Sample bottles prepared by: [Signature] Date: 4-1-15 Time: 10:30  
 Received @ UFI laboratory signature: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_

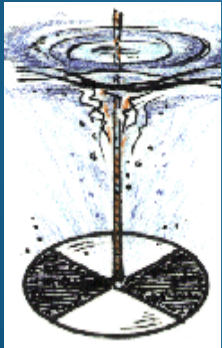
When a container type is listed it is understood that proper preservation techniques and the appropriate containers are being used. Be advised that the field sampler is responsible for the care of the samples collected until they are transferred or dispatched properly.

# 2019 Bottle Bag-BIG No!



- **NEVER** pull bottles or COC forms from one bag to use for a different round of sampling! They are coded to a particular round!

# CSLAP Equipment List



- Kemmerer Bottle & Messenger
- Filtration Apparatus
- Vacuum Pump
- MgCO<sub>3</sub>
- Secchi Disk & Line
- Wash Bottle
- Collapsible Container(s)
- Thermometer
- Forceps
- Let us know if you're missing something!



# Keep Costs Down: Take Care of the Equipment , Please!

Kemmerer Water Sampler, Acrylic - Water sampler only, Acrylic, 4.2L

SKU: 1540-A45



Our price: **\$479.00**



- A full set of CSLAP equipment costs approximately \$1800.
- Store in a dry place where it will not be subjected to extreme temperatures.
- Kemmerers should be stored DRY and OPEN (hang vertically).

# Ready to Sample?

Check the weather and lake conditions!



Don't get caught in a storm!

Accurate Secchi disk readings are hard to get when it's windy & wavy (or getting dark).

Please wear a life jacket.



# The Sampling Record Form

**CSLAP SAMPLING RECORD FORM**

**SECTION 1**

Lake Name \_\_\_\_\_ County \_\_\_\_\_ Date \_\_\_\_\_

SAMPLER(S) \_\_\_\_\_ (Sample Collection)  
\_\_\_\_\_  
\_\_\_\_\_  
(Secchi Readings)

NAMES OF OTHERS WHO ASSISTED TODAY: \_\_\_\_\_ (Please be sure to send a waiver form for every person)  
\_\_\_\_\_  
\_\_\_\_\_

SOUNDING DEPTH (The total depth of the lake at your sampling location) \_\_\_\_\_ meters

**SECTION 2 - SECCHI DISK**

Reading (1): Disk Lowered Until It Disappears \_\_\_\_\_ meters (on bottom?) YES\* NO  
Reading (2): Disk Raised Until It Reappears \_\_\_\_\_ meters (on bottom?) YES\* NO  
\* If you circled YES, your Secchi Reading should equal the Sounding Depth above.

**SECTION 3 - TIME & TEMPERATURE**

TIME (Military Preferred) AIR TEMPERATURE WATER SAMPLING DEPTH: WATER TEMPERATURE

AM <input type="checkbox"/>	°C	SURFACE SAMPLE _____ meters (surface) _____ °C	
PM <input type="checkbox"/>		DEEP SAMPLE (if applicable) _____ meters* (deep) _____ °C	

**SECTION 4**

**CURRENT WEATHER CONDITIONS:**  
WIND TODAY: CALM MODERATE WINDY  
SKY TODAY: CLEAR PARTLY CLOUDY OVERCAST RAINY

**WEATHER CONDITIONS OVER THE PAST WEEK:**  
WIND: CALM MODERATE WINDY  
SKY: CLEAR PARTLY CLOUDY OVERCAST RAINY

**ANY UNUSUAL WEATHER CONDITIONS?** (Major storms, record setting temperatures, etc. Please include the date.) \_\_\_\_\_

**Comments:**  
Please describe unusual water quality events, visible species observations, success point (or other) management activities taking place on the lake. We also encourage you to take a digital photograph of any unusual conditions and e-mail the photo(s) to: fishbiologizing@gmail.com or fishbiologizing@dot.ca.gov or include a copy with your samples (in a separate plastic bag, please).

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Has odor in deep sample (if applicable)? \_\_\_\_\_ YES NO

Photo: \_\_\_\_\_ CHECK HERE IF PHOTO SENT

- Lake Name – With county if your lake name is Forest, Silver, Timber, or Pleasant.
- DATE!!!!!!** Please don't forget to date ALL of the forms.

# Sampling Record Form:

- **Samplers(s)** – Feel free to list everyone who joined you that day, but please make it clear who actually collected the data in case we have a question.
- Everyone listed on the Sampling Record Form, must have an original, signed waiver form on record with NYSFOLA. There are extras on the web.

CSLAP SAMPLING RECORD FORM

SECTION 1

LAKE NAME \_\_\_\_\_ COUNTY \_\_\_\_\_ DATE \_\_\_\_\_

SAMPLER(S) \_\_\_\_\_ (See lake Collector)

NAME(S) OF OTHERS WHO ASSISTED TODAY: \_\_\_\_\_ (Please be sure to send a waiver form for every person)

SOUNDING DEPTH (The total depth of the lake at your sampling location) \_\_\_\_\_ METERS

Reading (1) (See Instrument Limit if Disappears) \_\_\_\_\_ METERS (See bottom?) YES NO

Reading (2) (See Instrument Limit if Disappears) \_\_\_\_\_ METERS (See bottom?) YES NO

\* If you circled YES, your second reading should equal the sounding depth above.

SECTION 2 (SEE INSTRUCTIONS)

TIME (Military Preferred) AIR TEMPERATURE WATER TEMPERATURE

AIR \_\_\_\_\_ °C SURFACE SAMPLE \_\_\_\_\_ METERS (Surface) \_\_\_\_\_ °C

PM \_\_\_\_\_ °C (SEE INSTRUCTIONS) \_\_\_\_\_ METERS (Depth) \_\_\_\_\_ °C

SECTION 4

CURRENT WEATHER CONDITIONS: WINDS TODAY: C-FA MODERATE WINDY

SEA TODAY: CLEAR PARTLY CLOUDY OVERCAST RAINY

WEATHER CONDITIONS OVER THE PAST WEEK:

WINDS: C-FA MODERATE WINDY

SEA: CLEAR PARTLY CLOUDY OVERCAST RAINY

ANY UNUSUAL WEATHER CONDITIONS? (If applicable, record reading temperature, etc. Please include the date.)

Comments

Please describe unusual water levels or weather conditions, unusual fish (if any), important events being done in the lake. We also encourage you to take a digital photograph of any unusual conditions and email the photo(s) to [fishery@nysfola.org](mailto:fishery@nysfola.org) & [lake@nysfola.org](mailto:lake@nysfola.org) or include a copy with your samples. (In a separate plastic bag, please.)

IF YOU ARE A FISHerman (if checked) YES NO

Initials: \_\_\_\_\_ CHECK HERE IF FISHerman





# Sampling Record Form:

CSLAP SAMPLING RECORD FORM

SECTION 1

LAKE NAME	COUNTY	DATE
-----------	--------	------

SAMPLER(S) \_\_\_\_\_ (Sample Collection)  
\_\_\_\_\_ (Secchi Readings)

NAMES OF OTHERS WHO ASSISTED TODAY: \_\_\_\_\_ (Please be sure to send a waiver form for every person)

SOUNDING DEPTH (The total depth of lake at your sampling location) \_\_\_\_\_ meters

SECTION 2 - SECCHI DISK

Reading (1): disk Lowered Until It Disappears \_\_\_\_\_ meters (on bottom?) YES\* NO  
Reading (2): Disk Raised Until It Reappears \_\_\_\_\_ meters (on bottom?) YES\* NO

\* If you circled YES, your Secchi Reading should equal the Sounding Depth above.

SECTION 3 - TIME & TEMPERATURE

TIME (Military Preferred)	AIR TEMPERATURE	WATER SAMPLING DEPTH:	WATER TEMPERATURE
AM <input type="checkbox"/> PM <input type="checkbox"/>	°C	SURFACE SAMPLE _____ meters (surface) DEEP SAMPLE (if applicable) _____ meters* (deep)	°C

SECTION 4

**CURRENT WEATHER CONDITIONS:**

WIND TODAY: CALM MODERATE WINDY  
SKY TODAY: CLEAR PARTLY CLOUDY OVERCAST RAINY

**WEATHER CONDITIONS OVER THE PAST WEEK:**

WIND: CALM MODERATE WINDY  
SKY: CLEAR PARTLY CLOUDY OVERCAST RAINY

ANY UNUSUAL WEATHER CONDITIONS? (Major storms, record setting temperatures, etc. Please include the date.)

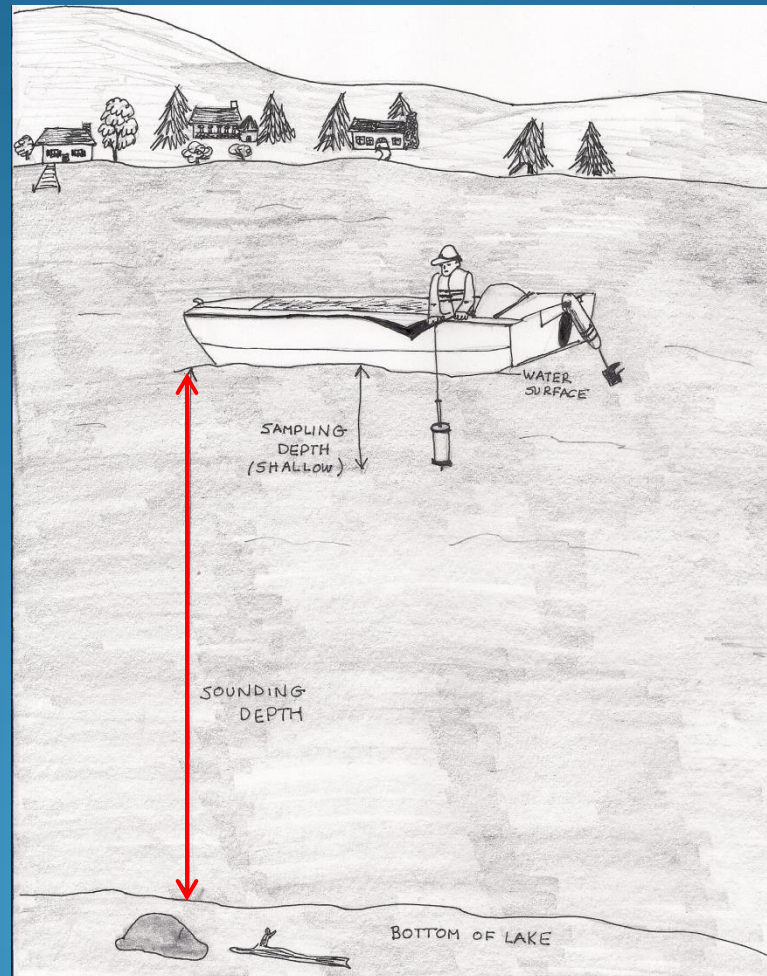
Comments

Please describe unusual water quality issues, invasive species observations, aquatic plant (or other) management activities taking place on the lake. We also encourage you to take a digital photograph of any unusual conditions and e-mail the photos to [lake@myiowa.org](mailto:lake@myiowa.org) & [scott.kirk@iowadnr.gov](mailto:scott.kirk@iowadnr.gov) or include a copy with your samples (in a separate plastic bag, please).

\*H2S ODOR IN DEEP SAMPLE (if applicable)? YES NO  
Habitat: \_\_\_\_\_ CHECK HERE IF PHOTO SENT

- **SOUNDING DEPTH** – The depth of the lake at your sampling location (surface to bottom).

# Sounding Depth



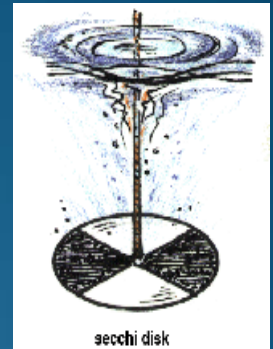
# Secchi Disk

Lower the disk until it disappears from sight.

Record this IN METERS as Reading 1. (Check if on bottom.)

Let out a bit of slack, and raise the disk until it reappears.

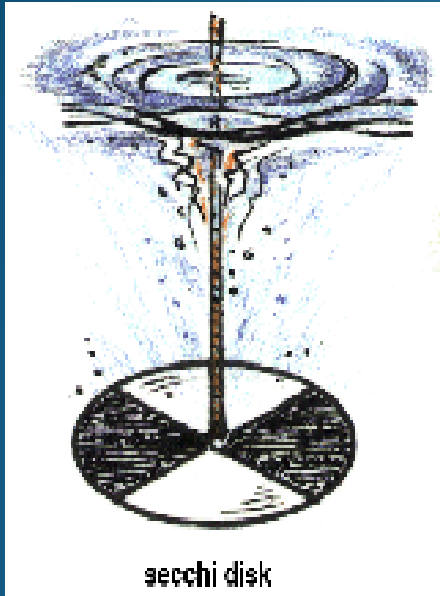
Record this IN METERS as Reading 2.



91-14-9(5/86) SAMPLING RECORD

SECTION 1			
LAKE NAME	DATE		
SAMPLER(S)			
SOUNDING DEPTH (See Reverse Side)			
SECTION 2			
SECCHI DISK	(on bottom?) <input type="checkbox"/>		
Reading (1)	<input type="checkbox"/>		
Reading (2)	<input type="checkbox"/>		
SECTION 3			
TIME <input type="checkbox"/> AM <input type="checkbox"/> PM	AIR TEMPERATURE		
WATER SAMPLE DEPTH	WATER TEMPERATURE		
SECTION 4			
Check all conditions present two or more days in a week (you can check more than one box).			
Today	Wind	Past Week	Comments
<input type="checkbox"/>	Calm	<input type="checkbox"/>	Unusual weather conditions or pollution problems this past week, observations during today's sampling, deviations (distance and direction) from the primary sampling site, etc.
<input type="checkbox"/>	Moderate	<input type="checkbox"/>	
<input type="checkbox"/>	Windy	<input type="checkbox"/>	
Sky			
<input type="checkbox"/>	Clear	<input type="checkbox"/>	
<input type="checkbox"/>	Pt. Cloudy	<input type="checkbox"/>	
<input type="checkbox"/>	Overcast	<input type="checkbox"/>	
<input type="checkbox"/>	Rainy	<input type="checkbox"/>	
			Initials

# Secchi Disk-Huh?



Make sure your reading is  
in METERS.

The Secchi readings  
cannot possibly be greater  
than the Sounding Depth!



Reading 1 and Reading 2 should rarely be the same  
unless it's a really calm day...neither should they be  
more than ~1m apart.

# Sampling Record Form

## CSLAP SAMPLING RECORD FORM

### SECTION 1

LAKE NAME	COUNTY	DATE
-----------	--------	------

SAMPLER(S) \_\_\_\_\_ (Sample Collection)  
\_\_\_\_\_ (Secchi Readings)

NAMES OF OTHERS WHO ASSISTED TODAY: \_\_\_\_\_ (Please be sure to send a waiver form for every person)

SOUNDING DEPTH (The total depth of the lake at your sampling location) \_\_\_\_\_ meters

### SECTION 2 - SECCHI DISK

Reading (1) - Disk Lowered Until It Disappears \_\_\_\_\_ meters (on bottom?) YES\* NO  
Reading (2) - Disk Raised Until It Reappears \_\_\_\_\_ meters (on bottom?) YES\* NO

\* If you circled YES, your Secchi Reading should equal the Sounding Depth above.

### SECTION 3 - TIME & TEMPERATURE

TIME (Military Preferred)	AIR TEMPERATURE	WATER SAMPLING DEPTH:	WATER TEMPERATURE
AM <input type="checkbox"/>	-C	SURFACE SAMPLE _____ meters (surface) _____C	
PM <input type="checkbox"/>		DEEP SAMPLE (if applicable) _____ meters* (deep) _____C	

### SECTION 4

#### CURRENT WEATHER CONDITIONS:

WIND TODAY: CALM MODERATE WINDY  
SKY TODAY: CLEAR PARTLY CLOUDY OVERCAST RAINY

#### WEATHER CONDITIONS OVER THE PAST WEEK:

WIND: CALM MODERATE WINDY  
SKY: CLEAR PARTLY CLOUDY OVERCAST RAINY

ANY UNUSUAL WEATHER CONDITIONS? (Major storms, record setting temperatures, etc. Please include the date.)

#### Comments

Please describe unusual water quality issues, invasive species observations, aquatic plant (or other) management activities taking place on the lake. We also encourage you to take a digital photograph of any unusual conditions and e-mail the photo(s) to: [lake@myfolia.org](mailto:lake@myfolia.org) & [scott.kimbrough@dec.ny.gov](mailto:scott.kimbrough@dec.ny.gov) or include a copy with your samples. (In a separate plastic bag, please.)

\*H<sub>2</sub>S ODOR IN DEEP SAMPLE (if applicable)? \_\_\_\_\_ YES \_\_\_\_\_ NO

Notes: \_\_\_\_\_ CHECK HERE IF IN IGTQ STATE

Time – Military please.

Air Temperature - °C at the sampling site – not at your house!

Sample Depth (surface & deep) m

Water Temperature °C

Weather (Today & Week)

Comments

H<sub>2</sub>S odor? Water level?



# Sampling Record Form

91-14-9(5/86) **SAMPLING RECORD**

**SECTION 1**

LAKE NAME \_\_\_\_\_ DATE \_\_\_\_\_

SAMPLER(S) \_\_\_\_\_ ( )  
\_\_\_\_\_ ( )

SOUNDING DEPTH (See Reverse Side) \_\_\_\_\_

**SECTION 2**

SECCHI DISK \_\_\_\_\_ (on bottom?)

Reading (1) \_\_\_\_\_

Reading (2) \_\_\_\_\_

**SECTION 3**

TIME \_\_\_\_\_  AM AIR TEMPERATURE \_\_\_\_\_  
 PM

WATER SAMPLE DEPTH \_\_\_\_\_ WATER TEMPERATURE \_\_\_\_\_

**SECTION 4**  
Check all conditions present two or more days in a week (you can check more than one box).

Today	Wind	Past Week	Comments
<input type="checkbox"/>	Calm	<input type="checkbox"/>	Unusual weather conditions or pollution problems this past week, observations during today's sampling, deviations (distance and direction) from the primary sampling site, etc.
<input type="checkbox"/>	Moderate	<input type="checkbox"/>	_____
<input type="checkbox"/>	Windy	<input type="checkbox"/>	_____
	Sky		_____
<input type="checkbox"/>	Clear	<input type="checkbox"/>	_____
<input type="checkbox"/>	Pt. Cloudy	<input type="checkbox"/>	_____
<input type="checkbox"/>	Overcast	<input type="checkbox"/>	_____
<input type="checkbox"/>	Rainy	<input type="checkbox"/>	_____

Initials \_\_\_\_\_

## Water Sample Depth

The depth at which you collected your sample(s).

Shallow: (usually 1.5m)

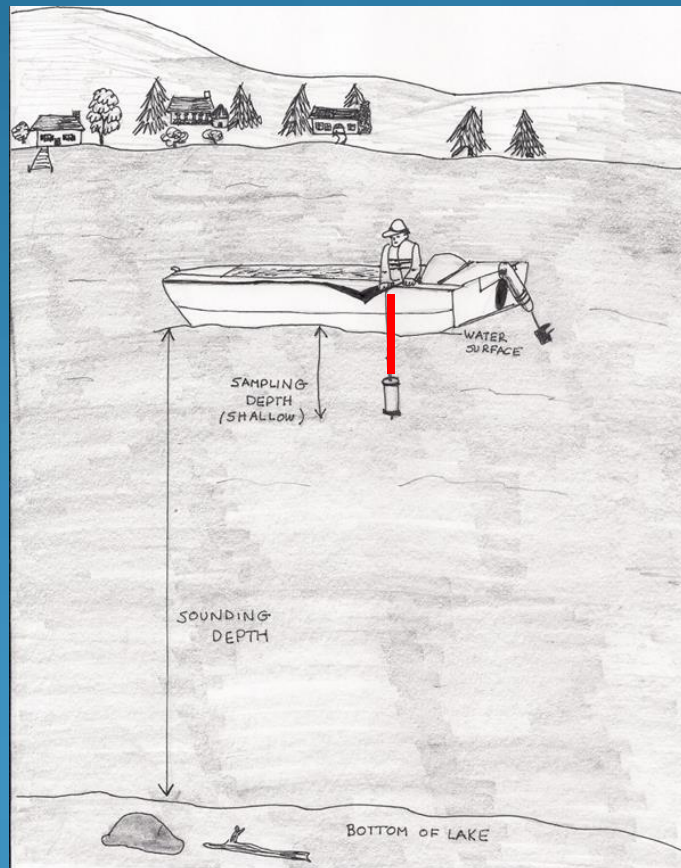
Deep: About 1m off the bottom of the lake or

Sounding Depth – ~1m.

Ex: 1.5m/10m

# Sampling Record Form

## Water Sample Depth



# Sampling Record Form

91-14-9(5/86) **SAMPLING RECORD**

**SECTION 1**

LAKE NAME \_\_\_\_\_ DATE \_\_\_\_\_

SAMPLER(S) \_\_\_\_\_ ( )  
\_\_\_\_\_ ( )

SOUNDING DEPTH (See Reverse Side) \_\_\_\_\_

**SECTION 2**

SECCHI DISK (on bottom?)

Reading (1) \_\_\_\_\_

Reading (2) \_\_\_\_\_

**SECTION 3**

TIME  AM  PM AIR TEMPERATURE \_\_\_\_\_

WATER SAMPLE DEPTH \_\_\_\_\_ WATER TEMPERATURE \_\_\_\_\_

**SECTION 4**

Check all conditions present two or more days in a week (you can check more than one box).

Today	Wind	Past Week	Comments
<input type="checkbox"/>	Calm	<input type="checkbox"/>	Unusual weather conditions or pollution problems this past week, observations during today's sampling, deviations (distance and direction) from the primary sampling site, etc.
<input type="checkbox"/>	Moderate	<input type="checkbox"/>	_____
<input type="checkbox"/>	Windy	<input type="checkbox"/>	_____
	Sky		_____
<input type="checkbox"/>	Clear	<input type="checkbox"/>	_____
<input type="checkbox"/>	Pt. Cloudy	<input type="checkbox"/>	_____
<input type="checkbox"/>	Overcast	<input type="checkbox"/>	_____
<input type="checkbox"/>	Rainy	<input type="checkbox"/>	_____

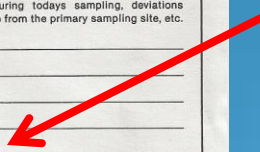
Initials \_\_\_\_\_

Comments:

Summarize the overall conditions on the lake since your last sampling date. Keep it brief:

Ex: Lots of boat traffic today; lake looks green; herbicide treatment last week.

Thunderstorms and windy 2 days ago.





# Using the Kemmerer



Use the steel messenger to close the kemmerer.

Don't drop the messenger unless the kemmerer is in the water.

NEVER yank or pull the kemmerer to close it.

# Processing the Samples



Filter the color sample (No  $\text{MgCO}_3$ .) Put the filtered **WATER** in the color bottle. vial. Dispose of the filter.

Filter the Chl *a* sample. Don't forget to use a few drops of  $\text{MgCO}_3$ . Put the **FILTER** in the vial with the blue cap. Wrap in Al foil! CLEAN APPARATUS

If you run low on filters or  $\text{MgCO}_3$ , put your filter cup and/or squirt bottle in the cooler, and ask for a refill. Don't wait until you run out completely.

# Preparing to Ship Samples

Double check that you have everything out of the freezer and refrigerator. **Check the bottles against the COC sheet.** SHIP PROMPTLY!!!

DATE THE COC SHEET

SIGN THE COC SHEET Put in the paperwork.

**Some samples have a maximum holding time. It you ship them too long after sampling, they will be discarded. Round 1 samples sent with Round 3? NO! 2013 bottles found and sent in 2016? NO!**



# Why Do We Have Empty Bottles or Blank Forms in the Cooler???

If we send you a bottle, we obviously(?) expect it to come back with something in it. If you send it back empty, please explain why. (Spilled water, bottle broke, etc.)



All paperwork should be filled out completely every round. Nothing should be blank. No bloom? Show us where you looked and check “No indication of bloom.”

# Ship Early in the Week!

UFI is not open on the weekends.

Be mindful of Memorial Day, July 4<sup>th</sup> and Labor Day Monday holidays.

Make sure your cooler has your lake name written in permanent marker inside it and on the lid.



# What to Ship in the Cooler!



- CSLAP  
Samples/Paperwork/Ice Packs
- Plant Specimens (photos are preferred.)

Treats for the lab staff on occasion



# What to NOT to Ship in the Cooler!



- Dead and frozen fish/salamanders! (Yes, it's been done.)
- Snails & bivalves (Yup, this too.)

Anything else you wouldn't want to see (or smell) after it sat in a UPS truck for 24 hours.

Send a PHOTO!



# The Dreaded OOPS! Sheet

We noticed a few things with your last round of samples that need your review. When in doubt, please double check the CSLAP sampling protocol at [www.nysfola.org](http://www.nysfola.org) under the CSLAP tab.



Sample bottles were used out of order. Please start with bag #1 and end with bag #8 since the bottle labels are coded to specific sampling rounds. Using them out of order makes things a little difficult on this end.

Samples were received warm. Please use more ice and/or ship promptly after removing the samples from the freezer.

Don't forget to wrap the chlorophyll *a* vial in aluminum foil.

OOPS! We received:  a filter instead of water  water instead of a filter. Please review the filtering process below:

- 1) Filter 200 ml of water. Put the water in the bottle marked COLOR, and the filter in the small (pink sized) HABS vial. FREEZE the COLOR bottle only.
- 2) Fill the vial marked "RAW WATER" with some unfiltered water. Attach the Raw Water vial to the HABS (filter) vial with a rubber band. These get delivered together to SUNY ESF after they arrive at Upstate Freshwater Institute. We need to keep them together DO NOT FREEZE
- 3) Put a few drops of MgCO<sub>3</sub> on the second filter. Filter 100 ml of water. Discard the water, and put the filter in the chlorophyll *a* vial. Wrap the vial in aluminum foil. DO NOT FREEZE

We're missing paperwork! Please be sure to fill out all of the forms in the bag each time you sample. Even if you don't have an algae bloom, we want to know that, too! "No evidence of a bloom" is one of the options you can check on the form.

Other: \_\_\_\_\_

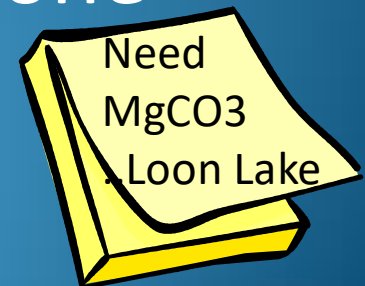
The most common issues:

- Bottles used out of order
- Samples Received Warm
- Wrap chlorophyll vial
- Filter/Raw Water issues
- Missing/incomplete paperwork



# Dear Nancy, I Need...

- **Supplies-** Put a note ON TOP of the cooler. We can ship it right back in the empty cooler...SAVE SHIPPING \$\$.
- **Equipment replacement-** E-mail Nancy, AND put a note on top of the cooler.
- **Address change-** Put a note on top of the cooler. Indicate whether it's one time only or permanent.



# “I Didn’t Get My Cooler Back.”



It happens. Help us keep track of your cooler by clearly marking the inside of the cooler and the lid with your lake name.

Call or e-mail Nancy. We can use UPS tracking. Please don't call the lab.