

Pre Field Trip Check List

Field Trip Location:
Project Leader:
Field Trip Lead:

Start Date of Field Trip:

Administration:

- ☐ Helicopter contract/schedule
- ☐ Travel authorization (LOTA, GovTrip)
- ☐ Travel comp authorization (Quick Time)
- ☐ Transportation (plane tickets/reserve vehicle)
- ☐ Work Plan
 - ☐ Repair list
 - ☐ WQ – QC plan

Refuge Office

- ☐ Accommodations
- ☐ Field Assistant
- ☐ Boat/vehicle
- ☐ Gun

Discharge Gear

- ☐ 2640 key
- ☐ Camera
- ☐ Sat phone
 - ☐ Batteries (charged)
 - ☐ Phone list
- ☐ AquaCalc
 - ☐ Batteries
 - ☐ Memory cleared (check download first)
 - ☐ Complete set of accessories
- ☐ Storage module/s
- ☐ Field briefcase stocked
 - ☐ Field note sheets (open water, ice, water quality, peg test)
 - ☐ Inventory checklists
 - ☐ Gage folders updated
 - ☐ Level Summaries
 - ☐ Qmnt Summaries
 - ☐ GHT summaries
 - ☐ Field notes from previous trip
- ☐ Inventory items
 - ☐

Water Quality

- Field folders
 - WQ field note sheets
 - WQ sample bottle labels
 - WQ log (data from previous trips)
 - Alkalinity Calculation sheet
- YSI multimeter (2)
 - Batteries
 - Calibration log book
 - Manual
 - Cleaning acces.
 - Probe storage bottle w/both caps
- DO meter
 - Calibrated
 - Bubbler & container/ziplock and sponge for field calibration
 - Batteries
 - Calibration log book
 - Manual
- Hach pH meter (for alkalinity)
 - Batteries
 - Electrolyte cartridge
 - Calibration log book
 - Manual
- Tidbits
 - NIST temp check
 - Update clock and program for deployment
 - Shuttle (and manual)
- Supplies (see inventory list form previous trip)
 - DI water
 - Sample bottles (washed and bagged in complete sets)
 - pH buffers
 - conductance standards
 - Alkalinity acid cartridge
 -
 -
 -
 -
 -