



TOTAL PHOSPHORUS



Quick Reference Procedure Checklist

Please Note

This document is an abbreviated form of the full Total Phosphorus Monitoring Procedures. We recommended that you read the full procedures at least once at the beginning of each field season. Full procedures are found in the CLMP Manual found here:

<https://micorps.net/lake-monitoring/clmp-documents/>

Equipment Checklist

- Boating safety equipment* and anchor*
- Copy of full procedures or this quick reference procedure checklist
- Two 250-ml plastic bottles
- Total phosphorus sample labels (2)
- Data sheet
- Pencil* or indelible ink pen*
- Ice pack*
- Fine tip permanent black marker*
- Towel for drying hands*
- Insulated cooler bag and freezer*
- 2 zip-lock freezer bags*

**provided by volunteer*

Data Collection

A. Sampling location, frequency, and timing

- 1. For spring total phosphorus samples, the samples will need to be taken within 2 weeks of ice-out as judged by the volunteer.
- 2. Summer phosphorus samples will be taken in late August through September, depending on the lake's latitude. Refer to the provided total phosphorus sampling schedule.

B. Proceed to your monitoring location

C. Prepare for monitoring

- 1. When in position, fill out the data sheet (Lake Name, County, Date, Field ID #, etc.).
- 2. Use the **fine tip permanent black marker** to fill out the bottle labels and attach to bottle before they get wet.
- 3. Write GA for the parameter code.
- 4. Write "-REP" on the second bottle label by the lake name.

Collector's Initials PS	DEQ	Date 4/25/13
Field ID 555432	Location DEAD SPIDER	
Analysis or Parameter Code GA	Chemicals Added	
Collector's Initials PS	DEQ	Date 4/25/13
Field ID 555432	Location -REP DEAD SPIDER	
Analysis or Parameter Code GA	Chemicals Added	

D. Take the water sample

- 1. Unscrew the cap; never touching the inside of the bottle or cap.
- 2. Rinse bottle with lake water twice and shake bottle out after the second rinse.
- 3. Grab the bottle around the base with tips of all fingers and thumb of one hand (i.e., the “dead-spider” grip).
- 4. Turn bottle upside down and lower bottle about one foot below the surface.
- 5. Turn the bottle sideways to fill the bottle.
- 6. Spill out a small amount of water so bottle is $\frac{3}{4}$ full (expansion room for freezing).
- 7. Dry bottle.
- 8. Store bottle in cooler with the frozen ice pack.
- 9. Repeat steps for the second water bottle.



E. Return to shore and freeze the sample.

- 1. Return to shore
- 2. Put samples into a zip-lock bag.
- 3. Fold data sheet, place into a different zip-lock bag, and then place into the first zip-lock bag with water samples.
- 4. Place samples and datasheet into the freezer.

F. Turn in your sample

- 1. Deliver the frozen total phosphorus samples and data sheet to the proper turn-in location on the designated turn-in dates (according to the phosphorus schedule).

Reporting Your Data

Deadline: October 31.

If you can, enter your data (i.e., lake name, sample date, etc.) into the MiCorps Data Exchange.

After the EGLE lab processes your sample, the sample result will be matched to your data in the Data Exchange by MiCorps staff.

If you are unable to enter your own data into the MiCorps Data Exchange, program staff will enter your data for you after receiving your datasheet with your frozen sample.

Questions?

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