Section 13
Final Site Activities

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After the boat crews have safely reached the take-out location, team members begin final site activities. Composite samples for periphyton (Section 7) and benthos (Section 9) are processed. The incubation for sediment metabolism (Section 8) is initiated, if not already started. Equipment and supplies are unloaded from rafts, vehicles are shuttled, equipment and supplies are loaded in the vehicles, rafts are loaded onto the trailer, and data forms, labels, and samples are inspected.

The team leader reviews all of the data forms and sample labels for accuracy, completeness, and legibility. A second team member inspects all sample containers and packages them in preparation for transport, storage, or shipment. Refer to Section 3 for details on preparing, delivering and/or shipping samples.

When reviewing field data forms, ensure that all required data forms for the river have been completed. Confirm that the site identification code, the year, the visit number, and the date of the visit are correct on all forms. On each form, verify that all information has been recorded accurately, the recorded information is legible, and any flags are explained in the comments section. Ensure that written comments are legible and use no "shorthand" or abbreviations. Make sure the header information is completed on all pages of each form. After reviewing each form, initial the upper right corner of each page of the form. A check by a team member that has not filled out the sheets for a particular section might be the best person to review the field data forms before leaving the site.

When inspecting samples, ensure that each sample is labeled, all labels are completely filled in and legible, and each label is covered with clear plastic tape. Compare sample label information with the information recorded on the corresponding field data forms (e.g., the Sample Collection Form) to ensure accuracy.

Keep equipment and supplies organized so they can be inventoried using the equip-

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ment and supply checklists presented in Appendix A. Clean up the take-out site and transport all waste material out of the area.

If samples are to be shipped by FEDEX, check the 1 800 number for the nearest Motel or location that samples can be left for pickup. In most eastern states, FEDEX will pick up coolers at most motels and ship the following morning. This can help reduce travel time to the next sample site. FEDEX also will ship on Saturdays for Sunday or Monday pickups as of the year 2000. Check their 1 800 number for locations that will accept Saturday drop off and Sunday delivery.