

# Instructions for Filling Out the MT 60 Data Collection Sheet

Please fill in each of the boxes with the information as indicated below. Please print clearly.

## **Section 1: General Information**

**Box 1.a. Timer Name:** The name of the person who is timing the CSI/PHV with a stopwatch. The CSI/PHV and Timer should not be the same person.

**Box 1.b. Sample Collection Date:** Month, Day, and Year on which the MT 60 sample collection takes place.

**Box 1.c. CSI/PHV Name:** The name of the CSI/PHV taking the MT 60 sample timed. The CSI/PHV and Timer should not be the same person.

**Box 1.d. What Time Did You Start This Data Collection sheet?** The time in which the data collection first began.

**Box 1.e. Task (Circle One) N60      2lb Grab:** Please indicate with a circle, the method used to collect the MT 60 sample. Please follow Notice 69-13, issued on October 23, 2013.

**Box 1.f. Establishment #:** The Establishment number associated with the plant where the CSI/PHV collected the MT 60 samples.

**Box 1.g. Connection Type (Circle One) T1 EVDO DSL WiFi:** Please indicate with a circle which connection type was available and used at the establishment at the time of the data collection.

**Box 1.h. Establishment Area (sqft):** Please indicate the area of the establishment where the CSI/PHV collected the MT 60 samples in square feet.

## **Section 2: Inspection Scheduling Activity**

**Box 2.a. Start with time at 00:00:00:** Press the button on the stopwatch to reset the clock to 00:00:00. When the CSI/PHV is ready to begin the first task, the timer will press the button on the stopwatch to start the timing. DO NOT stop-start-reset the stopwatch between each task. Just note the elapsed time that appears on the stopwatch when each task is complete.

**Boxes 2.b.-2.g:** Enter the time on the stopwatch as each of the tasks are completed.

**Box 2.h.:** Stop the Stopwatch. Note the time on the stopwatch when step 2.g. was completed.

If there were any differences between how you performed the tasks and how the tasks were listed on this sheet, please write them down on the second page in the Box 5a.

# **Instructions for Filling Out the MT 60 Data Collection Sheet**

Please fill in each of the boxes with the information as indicated below. Please print clearly.

## **Section 3: N60 or 2lb Grab Sample Procedure Activity**

**Box 3.a: Starts with the time at 00:00.00:** Press the button on the stopwatch to reset the clock to 00:00.00. When the CSI/PHV is ready to begin the first task, the timer will press the button on the stopwatch to start the timing. DO NOT stop-start-reset the stopwatch between each task. Just note the elapsed time that appears on the stopwatch when each task is complete. Just note the elapsed time that appears on the stopwatch when each task is complete.

**Box 3.b.-3.i:** Enter the time on the stopwatch as each of the tasks are completed.

**Box 3.j:** Stop the Stopwatch. Note the time on the stopwatch when step 3.i. was completed.

If there were any differences between how you performed the tasks and how the tasks were listed on this sheet, please write them down on the second page in the Box 5a.

## **Section 4: Complete MT 60 Documentation in PHIS**

**Box 4.a: Starts with the time at 00:00.00:** Press the button on the stopwatch to reset the clock to 00:00.00. When the CSI/PHV is ready to begin the first task, the timer will press the button on the stopwatch to start the timing. DO NOT stop-start-reset the stopwatch between each task. Just note the elapsed time that appears on the stopwatch when each task is complete.

**Box 4.b.-4.l:** Enter the time on the stopwatch for each of the tasks as they are completed.

**Box 4.m:** Stop the Stopwatch. Note the time on the stopwatch when step 4.l. was completed.

If there were any differences between how you performed the tasks and how the tasks were listed on this sheet, please write them down on the second page in the Box 5a.

## **Section 5**

**Box 5.a. Collection Comments:** Please explain any differences between how you performed the task and how the tasks are listed on the data collection sheet. Please also note any comments or concerns you may have regarding this MT 60 sampling activity.

**Box 5.b. Mailing Instructions:** When complete, please send your sheets to George Mason University, via overnight UPS. Please use the following address:

Professor Karla Hoffman, SEOR Project  
Mail Stop 4A6  
George Mason University  
Fairfax, VA 22030  
703-993-1670