

# **STANDARD OPERATION PROCEDURES**

In Use By

**Polk County Air Quality  
Ambient Air Monitoring Personnel**

**For Calendar Year 2019**

**Revised: March 13, 2019**

Signatures and Approvals



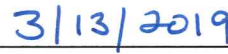
**Robert Rice,**  
**Polk County Public Works Director**



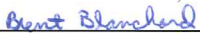
**Date**



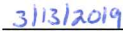
**Jeremy Becker,**  
**Polk County Air Quality Manager**



**Date**



**Brent Blanchard,**  
**Polk County Air Quality Assurance Manager**



**Date**

## Table of Contents

### Introduction

#### Sections

	<b>Revision</b>	<b>Date</b>
1. Ozone (O <sub>3</sub> )	23	March 8, 2019
2. NO/NO <sub>2</sub> /NO <sub>x</sub>	18	January 14, 2019
4. FRM PM 2.5 and PM 10 2025i	4	February 28, 2018
8. Air Toxics	11	January 17, 2018
9. Met Stations	10	February 19, 2015
10. Barometer	7	February 17, 2016
11. Thermometer	7	February 17, 2016
12. FTS Flowmeter	5	March 12, 2007
13. BIOS Flowmeter	6	March 14, 2012
15. Data Retrieval, Validation and Submission	10	March 6, 2017
18. AirVision	5	December 7, 2016
19. Chain of custody	6	February 13, 2012
22. Trace Level Carbon Monoxide (TL-CO)	13	January 14, 2019
25. Teledyne Zero Air Module Model 701	2	December 14, 2012
26. Model 146i Dynamic Gas Calibrator	8	February 1, 2018
29. BAM 1022	5	February 25, 2019

**Introduction:**

This document is intended to be used by Polk County Air Quality Ambient Air Monitoring personnel as a guide to procedures performed for operation of the Polk County air monitoring program. This document should be used by any and all persons who are involved in the collection of air quality data to be submitted to the Environmental Protection Agency's (EPA) database as well as to the Iowa Department of Natural Resources (IDNR). Yearly review of this document shall be performed by Polk County air monitoring personnel to ensure that procedures outlined are accurate and reflect those activities used by field personnel. After reviewing its' contents, Polk County personnel will submit a copy of this document to the IDNR in PDF format. A copy will be distributed to all Polk County personnel, as well as posted in the air monitoring lab.