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	POMONA COLLEGE	and Research Laboratory		
POMON		Standard Operating Procedure	Title: XRF Guide	
COLLEG		Approved By: TBD	Revision Date: June 15, 2017	

## 1. Scope and Application

- 1.1 The scope of this SOP is train researchers...
- ${\bf 1.2}$  The applications of this SOP are for...

## 2. Summary of Method

2.1 This SOP does this...

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- 3. Acknowledgements
- 4. Definitions
  - **4.1** Term1: is...
- 5. Biases and Interferences
  - **5.1** Biases and interferences can come from...
- 6. Health and Safety
  - **6.1** Describe the risk...

## Safety and Personnnel Protective Equipment

- 7. Personnel & Training Responsibilities
  - **7.1** Researchers training is required before this the procedures in this method can be used...
  - 7.2 Researchers using this SOP should be trained for the following SOPs:
  - SOP01 Laboratory Safety
  - SOP02 Field Safety
- 8. Required Materials and Apparati
  - **8.1** Item 1 w/catalog number!
  - **8.2** Item 2
- 9. Reagents and Standards
- 10. Estimated Time
  - 10.1 This procedure requires XX minutes...

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- 11. Sample Collection, Preservation, and Storage
- 12. Procedure
  - **12.1** Prepare . . .
  - 12.2
- 13. Data Analysis and Calculations
- 14. QC/QA Criteria
- 15. Trouble Shooting
- 16. References
  - **16.1** APHA, AWWA. WEF. (2012) Standard Methods for examination of water and wastewater. 22nd American Public Health Association (Eds.). Washington. 1360 pp. (2014).

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