

	Environmental Analysis Teaching and Research Laboratory	Date: X/XX/XXXX	Number: X
	Standard Operating Procedure	Title: SOP Title	
	Approved By: TBD	Revision Date: August 25, 2017	

1. Scope and Application

1.1 The scope of this SOP is train researchers...

1.2 The applications of this SOP are for...

2. Summary of Method

2.1 This SOP does this...

Contents

1	Scope and Application	1
2	Summary of Method	1
3	Acknowledgements	3
4	Definitions	3
5	Biases and Interferences	3
6	Health and Safety	3
	Safety and Personnel Protective Equipment	3
7	Personnel & Training Responsibilities	3
8	Required Materials and Apparati	3
9	Reagents and Standards	3
10	Estimated Time	3
11	Sample Collection, Preservation, and Storage	4
12	Procedure	4
13	Data Analysis and Calculations	4
14	QC/QA Criteria	4

15 Trouble Shooting	4
16 References	4

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 Personnel 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...

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).