

EIM Help – Entering Observations

Version 1.2
February 2011

An Observation is an activity conducted in the field without any instruments and that doesn't have a result value associated with it. A common use is to show that a sample or measurement was attempted, but conditions prohibited result values from being obtained. Observations are recorded as descriptive statements in the Field Activity Comment and/or the Result Value Comment field. The Result Reported Value field must remain blank.

Note: If you were able to obtain a result value, it should be entered with a Field Activity Type of Measurement or Sample. You can still use the comment fields for comments. Please see the EIM Help Document "[Entering Comments](#)" for more information.

The YELLOW fields in the spreadsheets are required for Observations, as well as Sample Matrix (Column W) and Sample Source (Column X) (to specify what medium was observed).

In addition, follow these guidelines when entering Observations:

- Field Activity Type (Column D): **Observation**
- Field Activity Comment (Column J): **Put Observation details here**. Describe why an observation was made and identify the target parameter(s) of monitoring, if applicable (2000 character limit).
 - Ex: "The stream contained no visible water within the streambed – unable to monitor for target parameters (flow, pH, nitrates, fecal coliform, and phosphorus)"
- Result Parameter Name (Column AR): **Observation** (no CAS number needed)
- Result Reported Value (Column AW): **Leave blank** – do NOT enter a zero
- Result Value Comment (Column BH): Same as the Field Activity Comment

Special Case – entering Observations for well water level measurement:

- Field Activity Type (Column D): **Observation**
- Field Activity Comment (Column J): **Put Observation details here** (2000 character limit)
 - Ex: "The well was dry"
- Result Parameter Name (Column AR): **Water level in well (unable to measure)**
- Result Reported Value (Column AJ): **Leave blank** – do NOT enter a zero
- Result Value Comment (Column BH): Same as the Field Activity Comment
- Result Data Qualifier (Column BC): Enter a water level data qualifier code, if applicable

WLD	Site was dry (no water level is recorded)	WLO	An obstruction was encountered in the well
WLF	Site was flowing, head could not be measured	WLP	Site was being pumped
WLI	Injector site (recharge water being injected)	WLV	Foreign substance was present on the water
WLN	Measurement was discontinued	WLW	Well was destroyed

Revision History

Revision Date	Revision No.	Summary of Changes	Reviser(s)
3/13/09	1.0	Original Document	
11/06/09	1.1	Updated references to spreadsheet column headings	CN, CL
2/07/11	1.2	Included Sample Matrix and Source as required fields	CN