

Consultant Notice:

This document is intended to provide registered consultants with a tool to internally track employee time spent performing specific investigative tasks. Consultants are not required to use this document. Please note that invoices issued to Petrofund applicants must meet general standards of disclosure, which among other things, require **task descriptions** to be identified on the invoice to the applicant.

Task	Pre-investigation task code	Initial investigation task code	Additional investigation task code
Agency status update		I-1	C-1
Annual monitoring report preparation		I-2	C-2
Applicant status update		I-3	C-3
AST soil sampling	E-1	I-4	C-4
Background review		I-5	C-5
Composted soil sampling	E-2	I-6	C-6
Composting monitoring worksheet preparation	E-3	I-7	C-7
Composting site application preparation	E-4	I-8	C-8
Contaminated stockpile soil sampling	E-5	I-9	C-9
Drilling oversight, field log preparation, and soil sampling		I-10	C-10
Drum disposal management		I-11	C-11
Equipment and field supplies	E-6	I-12	C-12
Excavation report preparation	E-7	I-13	C-13
Excavation soil sampling	E-8	I-14	C-14
Field work notification and scheduling	E-9	I-15	C-15
Free product recovery report worksheet preparation		I-16	C-16
Free product recovery through hand bailing or portable pump		I-17	C-17
Groundwater sampling (other than permanent monitoring well)	E-10	I-18	C-18
Groundwater sampling (permanent monitoring well)		I-19	C-19
Health and safety plan		I-20	C-20
Hydraulic conductivity field test		I-21	C-21
Investigation report preparation (full RI)		I-22	C-22
Investigation report preparation (LSI only)		I-23	C-23
Karst field survey		I-24	C-24
Land-treated soil sampling	E-11	I-25	C-25
Land treatment application preparation	E-12	I-26	C-26
Land treatment monitoring worksheet preparation	E-13	I-27	C-27
Land treatment site application preparation	E-14	I-28	C-28
Land treatment spreading notification form preparation	E-15	I-29	C-29
Monitoring well installation oversight and development		I-30	C-30
Monitoring well sealing oversight		I-31	C-31
Nonspecific administration		I-32	C-32
Off-site access time		I-33	C-33
Per diem	E-16	I-34	C-34
Quarterly monitoring report preparation		I-35	C-35
Sample shipping and transportation	E-17	I-36	C-36
State duty officer emergency contact	E-18	I-37	C-37
Surface water receptor survey and risk evaluation		I-38	C-38
Surveying and surveying equipment		I-39	C-39
Temporary well installation oversight		I-40	C-40
Thermal treatment application preparation	E-19	I-41	C-41
Travel time	E-20	I-42	C-42
Utility backfill investigation		I-43	C-43
Utility clearance	E-21	I-44	C-44
Vapor receptor survey and risk evaluation		I-45	C-45
Vehicle mileage	E-22	I-46	C-46
Water well receptor survey and risk evaluation		I-47	C-47
Other tasks required by the MPCA	EO-1, EO-2,...EO-n	IO-1, IO-2,...IO-n	CO-1, CO-2,...CO-n