**2016 Integrated Report (IR)**

**Call for Data: Acceptance Form**

Stakeholders who submit data and information to DWQ for inclusion in the 2016 Integrated Rport must verify that the following information is true for their data package to continue in DWQ’s Assessment Data Quality Review process. Failure to include this Form as part of your submission will results in a lower grade as indicated in the on **IR call for data website**, **Assessment Data Quality Matrix file**. By including this form and the information further below, you are verifying that:

* All information in the submitted data package is true and accurate to the best of your knowledge;
* All field instrument calibration and verifications were documented and these records will be available within a reasonable amount of time determined by DWQ if questions should arise during DWQ’s data quality review process;
* All field instrument calibration and verifications met the criteria within the **Assessment Data Quality Matrix** (unless otherwise noted by the submitter in another data package form/ template).
* Additional information can be made available within a reasonable amount of time to DWQ if QA concerns arise during the data quality review process. Additional information that could be requested is (but not limited to): Quality Control (QC) Samples (e.g., Trip Blanks, Field Duplicates and Replicates, etc), QC Reports, QAPPs, Field Standard Operating Procedures (SOPs), Field Notes, and Lab Contact Information.
* The data and any other information you submit will become part of the IR’s public record and made available during the internal and external IR review process.
* If after reviewing the data package (and any additional information provided or requested), DWQ will assign a grade to the submitted data as outlined on the **IR call for data website**, **Assessment Data Quality Matrix file**. DWQ will not delete data records that are submitted to the Assessment Program, but will instead include a “Flag” and “Flag Comment” to the data record, so it is clear to stakeholders why the data was assigned a certain grade and was/was not used for 305(b) and 303(d) assessments.

**Submitter’s Contact Information**

|  |  |
| --- | --- |
| **Name** |  |
| **Organization** |  |
| **Would you prefer to have your Organization’s Name or “Publicly Submitted” populated in the data files?** |  |
| **Address** |  |
| **Email Address** |  |
| **Phone Number** |  |

**List of Electronic File(s) Included in the Data Package**

**(If you submit more than 20 files, please add additional file names to this file)**

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