Data Management Team
Menu of Services

- **Data Management Plans (DMP)**
  - Develop data management plans (DMP) for complex EPA-lead sites (current and new)
  - Review and revise DMPs as needed.
  - Review and assist with updates to data sections of EPA-lead SAPs/QAPPs

- **Scribe Database**
  - Run auditor on current Scribe data to identify any issues with the data, such as gaps and invalid entries, and identifying and implementing solutions to resolve any identified issues.
  - Prioritizing the cleanup of existing data and regular monthly review of new data.
  - Clean up and review of historical and new data in Scribe
  - Compare contractor scribe data with current data management plans, revise DMPs if needed.
  - Reports & Queries
    - *Provide printed instructions on how to develop customized reports & queries*
    - *Develop customized reports & queries*

- **Contractor Support**
  - TechLaw (ESAT)
    - Manage Scribe database where ESAT collects the samples and/or performs the analysis.
    - Manage the Scribe database where samples are analyzed by CLP.
    - Perform custom queries on Scribe projects.
  - Data Team issues Technical Direction Forms (TDF) to the ESAT Contractor to perform specific tasks.