PSC Decision 3 : CBP Data Input Quality Control Quality Assurance Inventory

Introduction for context:

Track 1: Safeguards and protocols to prevent and protect against errors.

Step 1-Review existing QAPP Inventory

1. **CBPO Quality Assurance Manual Final- 4-8-20 (posted on the CBPO QA page)**
   https://d18lev1ok5leia.cloudfront.net/chesapeakebay/documents/CBPO_Quality_Manual_Final_08April2020.pdf
   Describes general quality assurance requirements for all data collection within Bay Program Framework
   Policy Statement: The quality of the data generated under the auspices of the CBP Partnership shall meet or exceed all State, Regional and National Program Office requirements. For all environmental data related efforts, adequate quality assurance procedures will be employed throughout the entire environmental data collection process from study design through data access.
   Organizational Framework: The CBPO is organizationally located under the Office of the Regional Administrator within EPA Region 3. The Director is responsible for the overall program management, and the authority for managing quality assurance activities within CBPO has been delegated to the Quality Assurance (QA) Officer. The QA Officer is responsible for the development, implementation, and oversight of the CBP Quality Assurance Program. The CBPO funds a full time QA Coordinator through an agreement with USGS. Responsibilities for implementation of the CBPO Quality Assurance Program are distributed across a wide array of Project Officers, Goal Implementation Team Coordinators, Workgroup Coordinators, and the Data Center Manager.

   Products and services supported by the CBPO Quality System: Monitoring and Modeling Programs, BMP Verification, Environmental Indicators and Information, Quality System description, planning, implementation, and evaluation, Data Management, Technical Systems Audits, Performance Evaluations, Peer Review, Management Assessments, Quality Improvement, Infrastructure, Personnel Qualification and Training, Documentation, Records, Procurement, Financial Assistance, Computer Software and Hardware

2. **QAPP Nonpoint Source Data Analysis Draft revised 11-22: Intended for CBP grantees who receive, process, and enter model (CAST) data**

   Procedures apply to key project staff responsible for project management, investigations, data processing and verification, and overall QA/QC of data.
   QAPP Areas of focus:
   - Project Management: Staff, Organization, Objectives/Background, Description, and Schedule
   - Data Acquisition and Management: Non-Direct Measurements (Data Acquisition Requirements), Crop Yields, Nutrient Inputs, Land Uses, High Resolution Land Cover & Land Use, Mapped Land Use Classes, Estimating & Forecasting Agricultural Acres, Non-Point Source Data

Quality Checks, Combining Agricultural Land Uses with Mapped Land Uses (True Up Procedure & Post True Up Processes),

- BMP's: Types of BMPs, Protocol for Adding or Modifying, Application Methods, Spatial Distribution, Land-Use Groups, Order of Land-Use Change BMPs
- Model Outputs

3. **Phase 6 Model Documentation- Part 3 Terrestrial Inputs- Describes in detail the methodology and processes for applying data inputs in the model**
   https://cast.chesapeakebay.net/Documentation/ModelDocumentation
   Key Terrestrial inputs – atmospheric deposition, legume fixation, fertilizer, manure, biosolids, and residual soil nutrients

**The Chesapeake Bay Program modeling team also has made significant contributions to model design, coding, testing, and calibration, and quantifying non-point source input data requirements

4. **Additional QA/QC Documents that deal specifically with the submission and verification of BMP data to the CBP for annual progress**
   - ***Appendix Q- QAPP Guidance (2014)*** Outlines specific elements required for jurisdictional Nonpoint and Point Source QAPPS
   - ***CBP Grant Guidance Appendix 7- (March 2022)*** Outlines CBP Wastewater Facility & BMP Implementation Data Submission Specifications & Requirements
   - ***Appendix V- Protocols for verification of Annual BMP Data Submission (Dec. 2022)*** *Providing Clarification on Methodology*- used to verify validity of progress data