

Sample Fish Tissue Data Request Transmittal Email

You are receiving this email because you have been previously identified as the Fish Advisory Program Coordinator for your State, Territory or Tribe. **Please notify me if you have received this email in error by replying to this message.**

The United States Environmental Protection Agency (EPA) is in the process of updating the fish tissue data that serve as the basis for advisory decisions. We are asking for your help with ensuring that the data is added to the WQX (formerly STORET) database and is accurate and complete. Since states, territories, and tribes do not generally make their fish tissue data available online, the EPA believes that an easily-accessible national database can enhance the public's understanding about the safety of fish and shellfish harvested from local waters, provide current sampling and analysis methods, and improve the scientific and policy foundations in support of Federal, state, territorial, tribal and local actions. That being said, your response is completely voluntary. The annual public reporting and record keeping burden for this voluntary collection of information is estimated to average 5.78 hours per respondent. Burden is defined as the total time, effort, or financial resources expended by persons to generate, maintain, retain, or disclose or provide information to or for a federal agency.

We last requested fish tissue data in **[insert year]** so are interested in all relevant data since then. Going forward, we hope to collect this data on an annual basis. We are interested in fish tissue residue data for all waterbodies assessed (even if it was not used to issue an advisory) between **[insert year]** and present. This information will allow us to evaluate the combined extent of monitoring and assessment efforts on a national basis.

To submit data, jurisdictions can either upload their data directly into WQX using the template provided (preferred) or can instead send data in any electronic format except PDF to the EPA (who will then upload the data to WQX on your behalf). Attached is the [WQX web biological template](#) which you can use to submit your data directly into WQS. The template consists of two Microsoft Excel spreadsheets. These spreadsheets are meant to be used together to assist with data tracking and entry. In addition, in order for WQS to accept the spreadsheets, certain fields must to be filled in (others are conditional or optional). The template also includes examples and additional descriptive tabs for various fields. We recommend using the template because by mapping your data in the template, it will allow you to automate future data submissions and will facilitate an easier transfer of the data to the database.

If you elect to upload your data to WQX, please notify us once the upload is complete so that we can verify that the data was uploaded properly. If you elect to submit your data to the EPA electronically, please email them to **[TBD]**. While this collection is voluntary, we are hoping to receive all data by **[TBD]** so we appreciate your cooperation.

Under the Paperwork Reduction Act, an agency may not conduct or sponsor and a person is not required to respond to a collection of information unless it displays a currently valid OMB control number. This data collection request is authorized under the U.S. Office of Management and Budget Information Collection Request 2040-0226. If you have any questions regarding this request or the National Fish Program, please contact me by replying to this email or at 202-566-2083. For questions or issues related to submitting data please contact our contractor at **[TBD]**.

Once again, we greatly appreciate your assistance and thank you for your continued support of the EPA's National Fish Program.

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