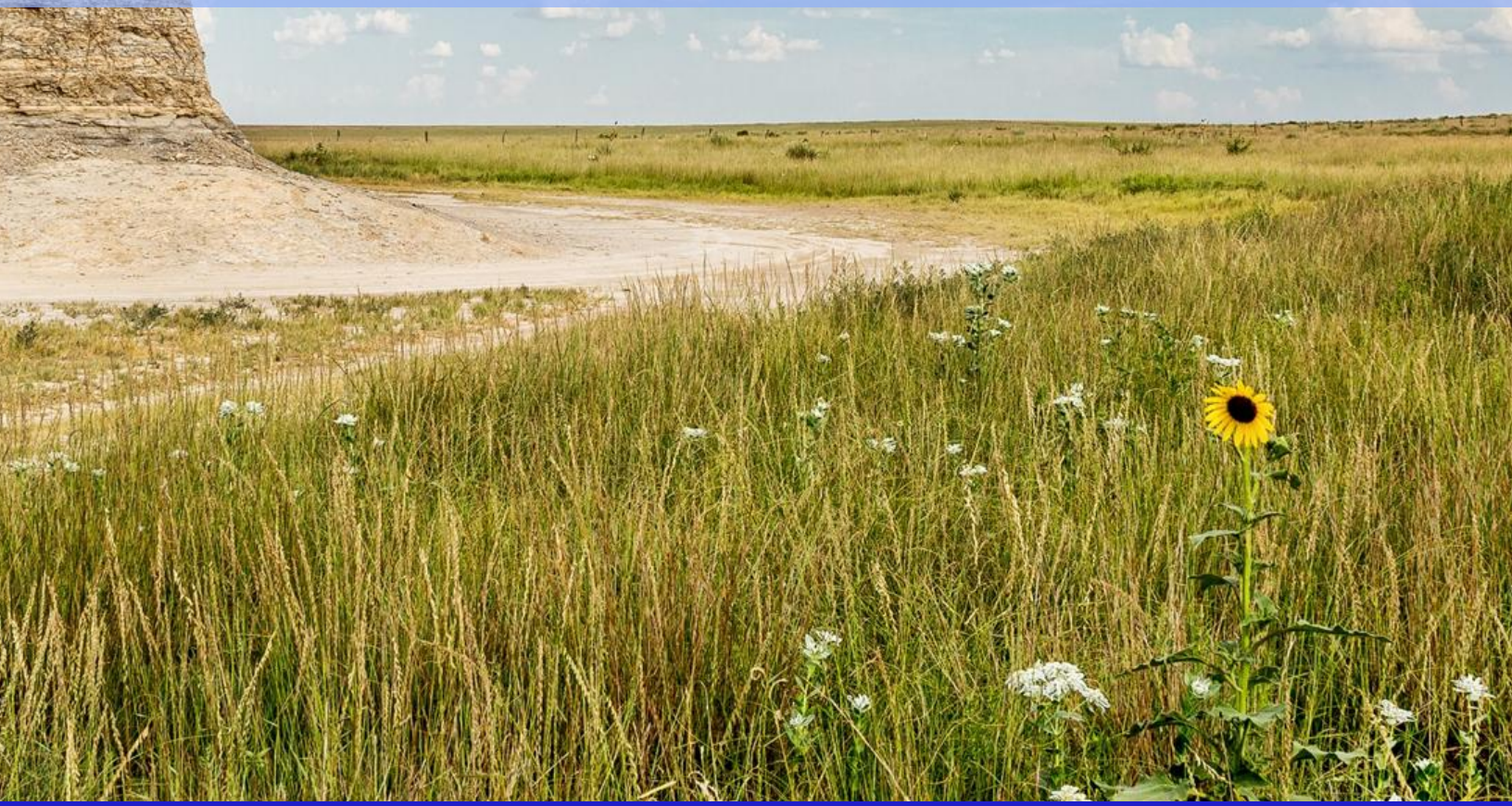


TRIBAL TAB

Resource Guide

Standard Operating Procedures for a Tribal Environmental Program

How to write, use, and maintain SOPs that protect people, land, and culture.



Prepared October 2026 by Tribal Tab Partner: AKANA

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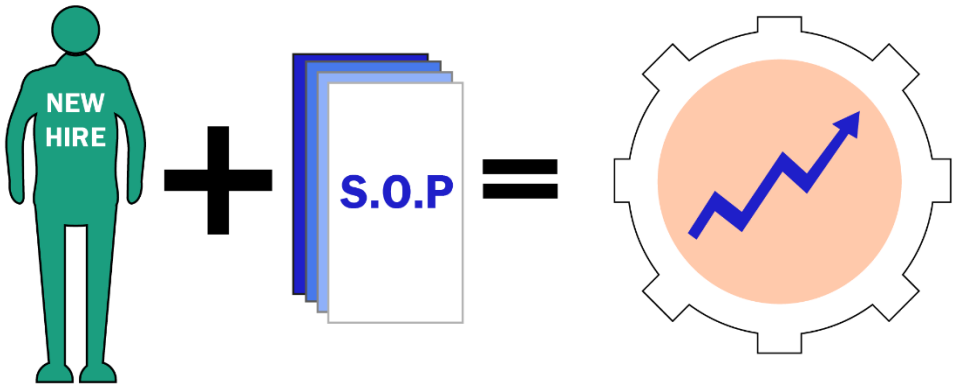
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Using This Guide

In a Tribal environmental department, Standard Operating Procedures (SOPs) are written step-by-step instructions that ensure environmental protection and resource management activities and actions are consistent, credible, and accountable. SOPs help staff perform their work correctly and efficiently and support the protection of human health, the environment, and Tribal cultural resources. This SOP resource guide has been developed to support directors and program coordinators in developing and managing environmental programs and to serve as a resource for field staff, the quality assurance officer, new hires, contractors, and partners working on Tribal lands.

Use this guide to train new staff, maintain consistency in work, and align daily tasks with department policy. New staff should train on their job procedures until they can perform them the same way each time. SOP writers should make procedures clear enough to control quality and produce results the department can stand behind and use to build its reputation. Leadership should choose procedures that translate policy from a statement into work the program can accomplish.

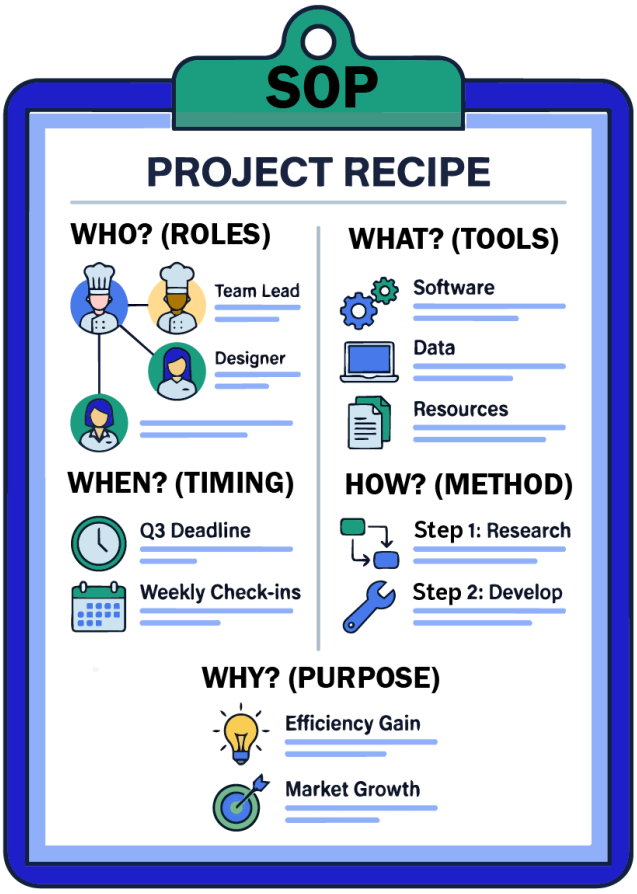
An SOP sits between policy and the checklist. A policy, ordinance, or regulation states what must be true; the SOP explains how the department does it; a work instruction or field form adds detail for a complex step. Written this way, SOPs strengthen relationships with Tribal citizens, the Tribal Council, federal and state regulatory agencies, and other stakeholders. SOPs should support safe, defensible, and repeatable actions; they should not present an ideal the department cannot staff or is not technically feasible. Use this guide to develop new SOPs, and to conduct annual reviews and updates of existing SOPs.



SOP Basics

What is true, and how the work is done

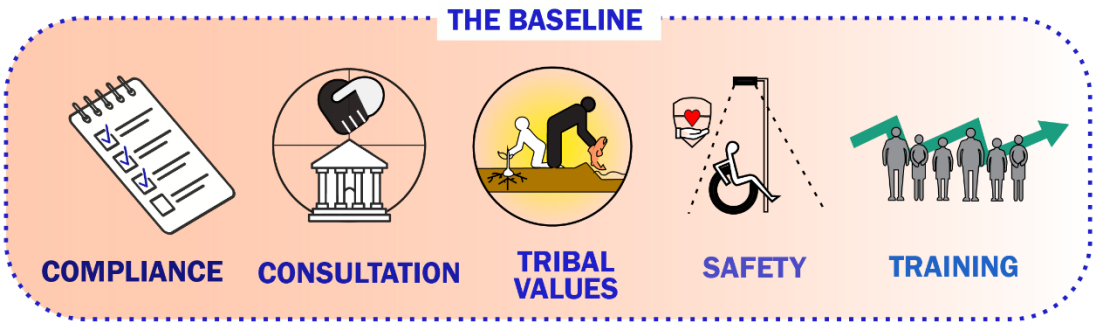
An SOP explains how to complete an activity, so it meets a stated standard or requirement. A policy, ordinance, grant condition, or regulation specifies what must be true. The SOP explains how the department makes that true in daily work. A work instruction or checklist can accompany the SOP when a step needs more detail. Consider the SOP as a recipe that outlines who will perform each task, what tools and materials are required, when it should be completed, how to carry out the process, and why it is necessary. The reason behind this last point is crucial. Simply listing steps does not help a new employee understand why certain sequences, hold times, or safety stops are important. Without understanding the purpose, a step becomes more likely to be overlooked or skipped.



Maintaining relationships

A Tribal environmental department is held responsible for its operations by multiple parties: Tribal citizens, staff, and users of the protected resources; the Tribal Council as the authority; EPA and other agencies that set grant or regulatory requirements; and the land and water the program is charged to protect. Maintaining strong, effective relationships with these parties is important. SOPs support maintenance of those relationships by reducing variation and rework, cutting miscommunication and safety risks, and making data collection more consistent. SOPs record what the department expects, support training, and give auditors and the community a clear account of how work was done. Consistency protects the quality of results.

For example, compliance procedures help a program meet Treatment-as-a-State, grant, and quality-system requirements. Procedures for sacred sites, natural resources, and Traditional Ecological Knowledge embed Tribal values in the work itself. Safety procedures protect staff and the community. A consultation procedure ensures government-to-government contact is timely rather than informal. Training procedures carry institutional knowledge through staff changes. Together, these procedures form the baseline the department can measure, adapt, and improve.



Establishing quality standards

A department writes an SOP to uphold a consistent quality standard, improve accuracy, deliver results, and respond more quickly. A procedure aimed at strict compliance will look different from one focused on worker or community health. The SOP should state the quality standard or objective the Tribe is actually choosing: safe, defensible, and repeatable with the people and equipment on hand. An SOP is appropriate when the task is routine, must be repeated, falls under a regulation, must be traceable, or must be done the same way by more than one person. An SOP fails when it is too long or too complex, when the people who must use it ignore it, when no one can find the current copy, when staff is not trained on it, or when it is left outdated.

SOPS WORK WELL WHEN:	SOPS FAIL WHEN:
+ Tasks are standard, routine and require repeated instructions + Results must be consistently reproduced + Tasks fall under a specific regulation + Actions must be traceable + Staff understand and comply + Quality standards must be met	+ They are too detailed or overly complex + Feedback from employees using the SOP is ignored + Difficult to find or access + Employees are not trained + When they are outdated + Management does not enforce

Examples of activities that lend themselves well to using SOPs: safe use and maintenance of equipment, data collection, new staff onboarding/training, customer service scripts, inspections, and quality control activities. Write the procedure knowing who will use it and who depends on the result, train staff, plan for turnover, and then test it followed by a review at least once a year.

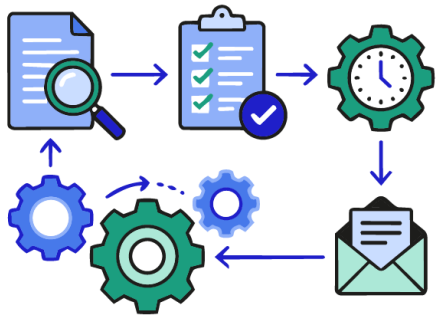
An unused SOP is worse than none because it creates a record of noncompliance for the department. If it is written, it must be done. So only develop SOPs that are relevant and will be used.

Two types of SOPs: Programmatic and Field-specific

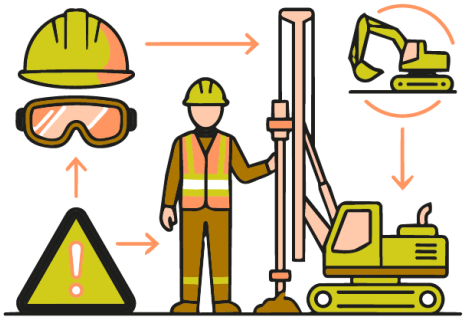
A programmatic SOP documents an office or grant process so the program can demonstrate that it meets its operational or funding requirements and can respond when asked for information. For a Tribal Response Program under CERCLA section 128(a), this includes procedures that support a timely survey and inventory of brownfields; oversight and enforcement authority; meaningful public participation; approval of cleanup plans with verification that cleanup is complete, plus the public-record requirement. The same idea applies to other media programs: the SOP shows the work behind a water-quality grant, an air program, or a waste ordinance. These procedures set the performance baseline. You can check safety, resource protection, responsiveness, and budget management requirements against what the SOP says should happen, and a gap could indicate where the procedure should change.

A field-specific SOP provides written instructions for conducting site assessments, collecting data, or performing environmental sampling, and for safely working around hazardous or potentially hazardous substances and associated investigation equipment, such as drill rigs and excavators. The SOP prevents injuries and protects the integrity of sampling results by supporting completeness, accuracy, precision, representativeness, and the ability to repeat and defend the work.

PROGRAMMATIC SOP → **COMPARISON** → **FIELD - SPECIFIC SOP**



Documents office or grant process.
Demonstrates meeting requirements.
Ensures readiness for audits and responses.



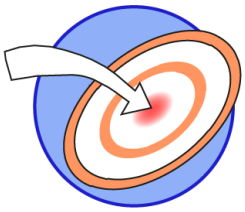
Provides written instructions for safe work.
Covers hazardous substances & equipment (e.g. drill rigs, excavators).
Focuses on on-site safety protocols.

A practical starting point for SOP development is to review the work the department already does. Programmatically, this could consist of preparing health and safety and quality assurance plans; completing eligibility worksheets; building site inventories; creating property profiles; entering data into ACRES or other systems; engaging Tribal members; issuing public notices; and maintaining public records. Also included are document control, records management, training, and handling complaints, spills, or illegal dumps. Field-specific work typically involves site inspections; soil, groundwater, or surface-water sampling; soil-vapor analysis; equipment calibration; sample custody; field communication; and vehicle and equipment checks. A strong focus on developing SOPs is recommended in these areas because they determine quality, safety, and policy success—far more than simply checking boxes on a checklist.



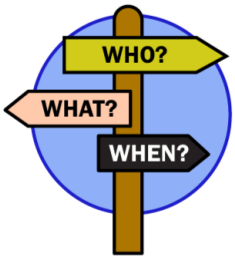
SOP Key Elements

The key elements are the questions every SOP must answer before it can be used. Why explains what the procedure is for and what it must achieve. Who, what, and when assign the work: the roles and responsibilities, the resources, and the timing. How describes the procedure itself, written so the work can be repeated. These elements matter because a policy goal is not met by a title page. It is met when a named person, with the right tools and training, follows the steps in order, at the right time, for a reason the department can defend. Leaving one of the key elements out is how procedures become hard to train from, hard to comply with, and at risk of drifting from the policy they were written to serve.



Purpose or goal (Why?)

Write the objective in plain language and specify the result the procedure must produce. Stating the purpose up front is the first step in documenting work that is important, repeated, or poses a risk to people, data, resources, or a program requirement. Name the SOP owner and the persons the SOP is written for. A procedure for a new field technician will not read like one for a project manager reviewing a grant file. If the goal is safe, defensible sample collection, the procedural steps must be able to produce that. If the goal is a public notice that meets a Tribal Response Program requirement, the procedural steps must show who is notified, when, and where the record is kept.



Roles, responsibilities, resources, and timing (Who, what, and when?)

Assign the task according to the specified purpose. Roles and responsibilities identify who performs the work, who supervises it, who approves deviations, and who to inform if issues arise. Resources are the equipment and supporting materials (also called tools or requirements) that list what the job needs: equipment, training, and documents, such as a health and safety plan, a quality assurance project plan, or site-access permissions. Health and safety information establishes the cautions and warnings and is placed before any hazardous steps. Timing and frequency specify when the procedure should be performed and its frequency. For example, "Calibrate the meter before each sampling day, and again if the instrument is dropped or the reading drifts" is a clear timing standard. The phrase "as needed" is too vague.



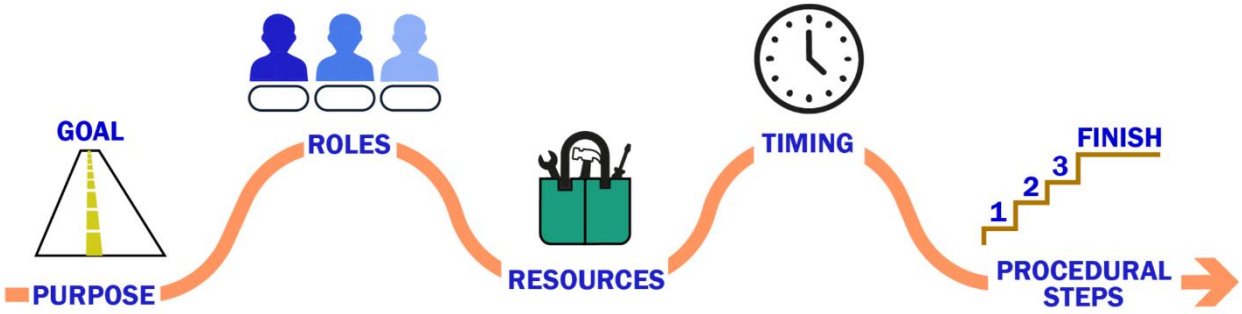
Procedures (How?)

Outline the steps in the correct order, including sub-steps or instructions for complex tasks. Use diagrams, photos, or flowcharts to clarify instructions and prevent mistakes. Field procedures should focus on safety measures specific to the task, not general cautionary notes. Write concisely, providing enough detail for someone with limited experience to perform the task independently. Before final approval, test the draft with multiple staff members, and update the instructions whenever a step changes to prevent outdated or incorrect information from remaining in the file.

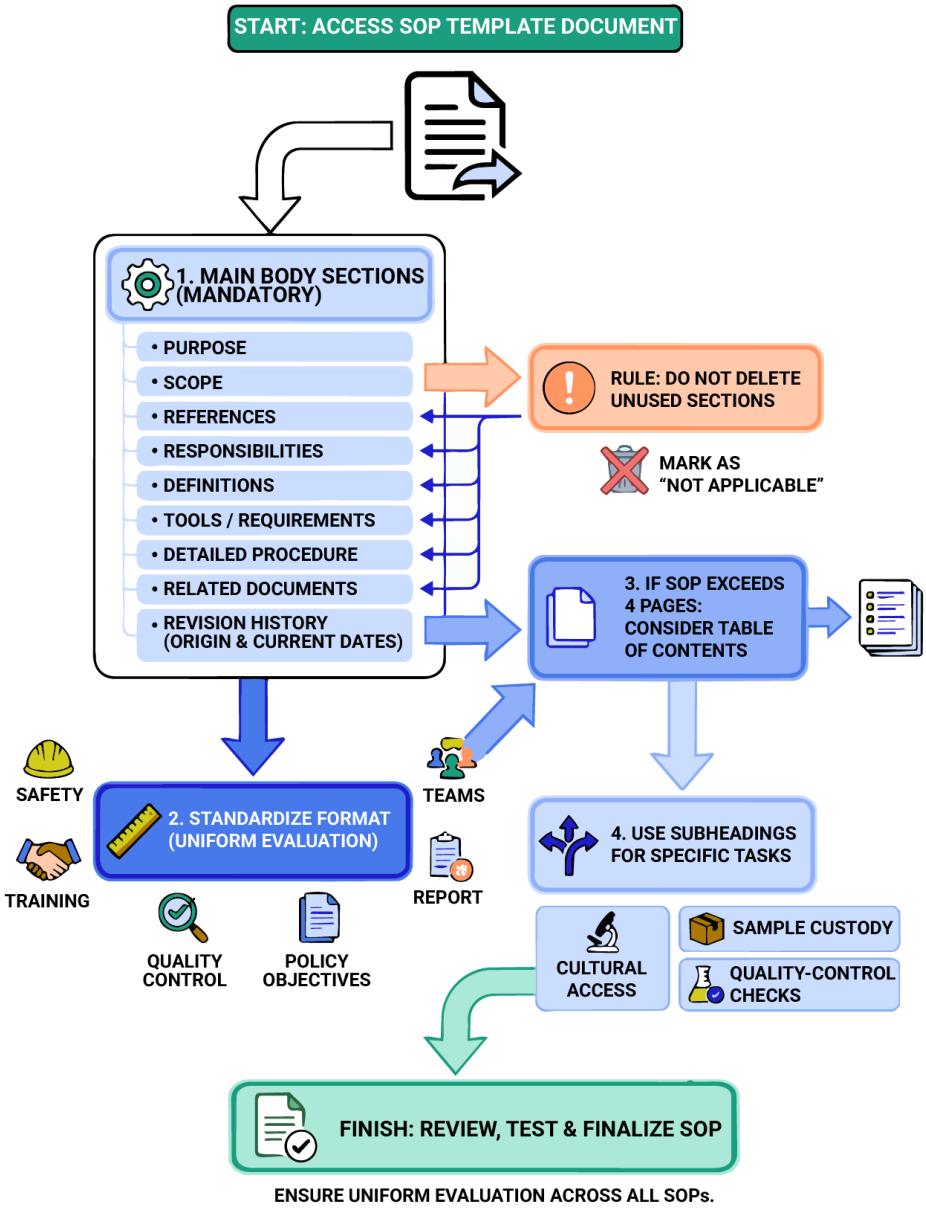
Using the template

Insert these key elements into the SOP template in Appendix A in the following sequence.

1. Start with Purpose, which explains the why.
2. Then complete the who, what, and when through Responsibilities, Equipment and Materials, Health and Safety, and Timing and Frequency, and fill in Scope, References, and Definitions as they apply.
3. Then write Procedures, which explains the how. The title page must include the title, document number, version, effective dates, and the signatures for approval and verification. The template already includes the control elements (title, SOP number, version, effective date, revision date, approval signature, and revision history). Without them, the who, what, when, why, and how can be correct, yet the copy in the field may still be wrong.

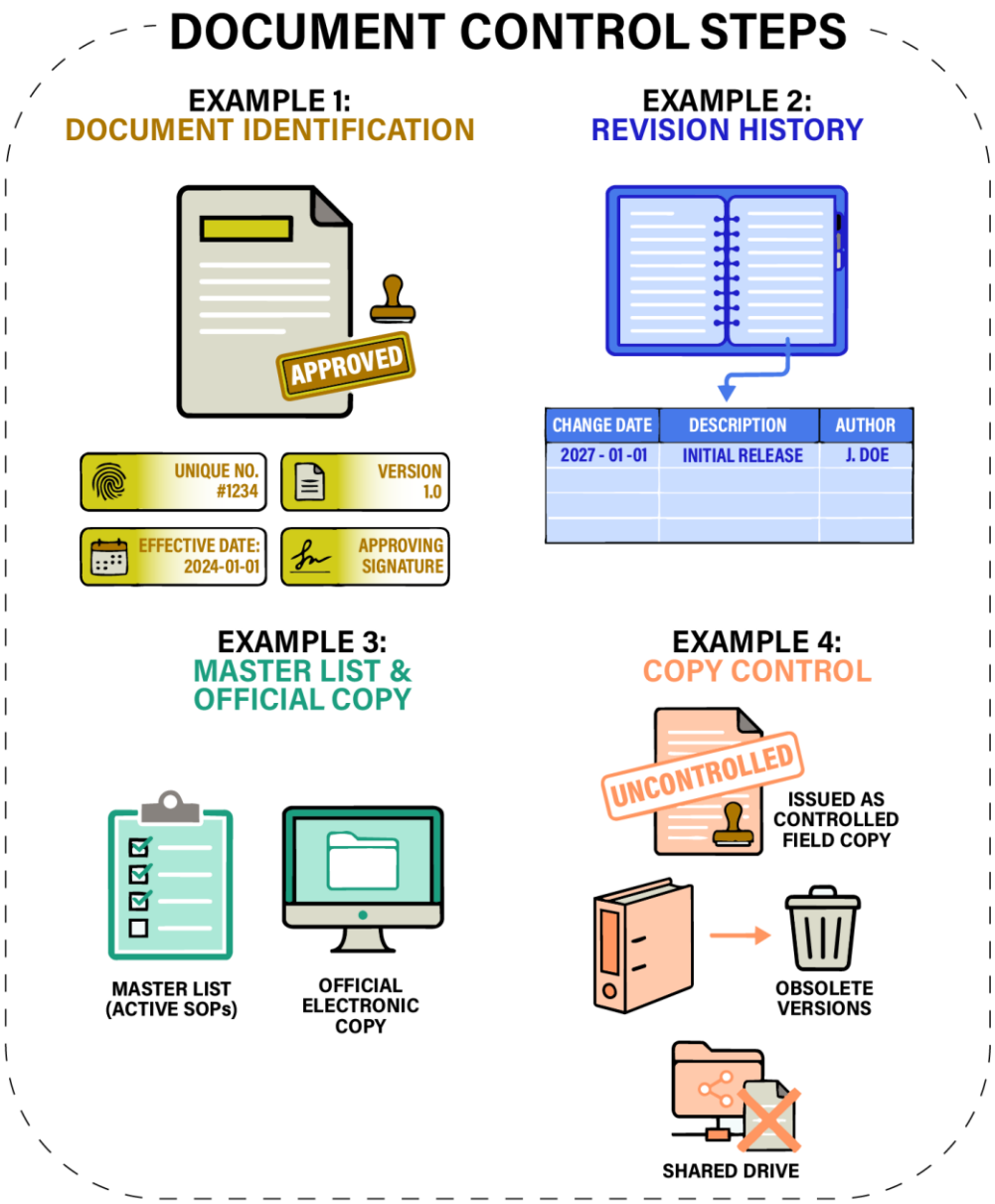


The main body should specify the purpose, scope, references, responsibilities, definitions, tools or requirements, the detailed procedure, related documents, and a revision history documenting the original and current version dates. If the SOP exceeds four pages, consider including a table of contents if that will help readability. Use subheadings when necessary for specific tasks such as cultural access, sample custody, or quality-control checks. If a particular heading is not applicable, mark it as "Not applicable" instead of deleting it to indicate that it was considered during review. Standardize the format so that safety, training, quality control, and policy objectives are evaluated uniformly across all SOPs.



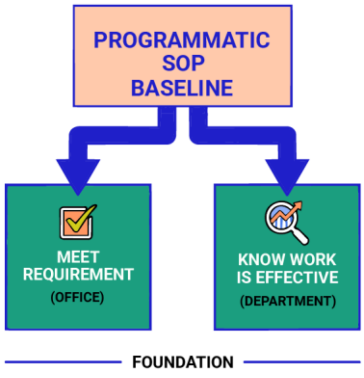
Document control

Document control is how the department knows which SOP is current. Give every procedure a unique number, a version, an effective date, and an approving signature, and record each change in the revision history page that is provided in the SOP. Keep one master list of active SOPs and one official electronic copy of each SOP. Mark printed copies uncontrolled unless they are issued as controlled field copies and remove obsolete versions from binders and shared drives when a revision takes effect. These steps matter because an outdated SOP is still an instruction someone may follow. Control is also what an audit or a grant review will look for: not only that a procedure was written, but that the version in use is the version that was approved.



Writing and Implementing SOPs

Writing an SOP is a commitment, not merely a drafting task. Start by determining the appropriate format: a concise checklist, a detailed written procedure, a visual guide, or a combination of these, aligned with the department's document-control standards. Collaborate with those who perform the work: a subject-matter expert and an experienced procedure writer. Include cultural resources staff when site-specific or Traditional Ecological Knowledge is required. Clearly outline every essential step staff are expected to follow, and omit steps that the department cannot staff, supply, afford, or technically accomplish. Since an SOP is a written directive, it must be followed precisely. Test the draft with individuals who did not participate in its creation, incorporate their feedback into revisions, train the users accordingly, and ensure the final version is accessible. Plan for staff turnover: new hires should be able to carry out the task using the SOP and a brief shadowing period. Conduct a review at least annually, or sooner if there's an incident, staffing change, procedural change, or new funding requirements.



Programmatic SOPs and performance measures

A programmatic SOP is the baseline for how the office meets a requirement and for how the department knows whether that work is effective. For a Tribal Environmental Program, the procedures should show the four EPA Brownfield Program elements and the public record: a timely survey and inventory, oversight and enforcement authority, meaningful public participation, and approval of cleanup plans with verification that cleanup is complete. The same applies to other programs. The SOP serves as the record for a water-quality grant, an air program, or a waste ordinance, and auditors, reporters, and evaluators can use it as a reference to verify compliance by checking that procedures were correctly followed. Because it is the baseline, it includes measures to evaluate its effectiveness.

Decide what will be measured by the department before the SOP is approved. Useful metrics include safety incidents and near misses, resource-protection actions completed, time to respond to a request or a public notice, and whether the work stayed within the budget and schedule. These measures may not be spelled out in the SOP itself. However, the SOP may describe other measures,

such as the share of sites entered in the inventory, notices issued on time, or files that can be retrieved for the public record. The point of the measure is operational improvement: identify what drifted, adapt the step, and improve the next cycle. A programmatic SOP that cannot be measured cannot show that the policy goal was met.



Field SOPs and integrity of results

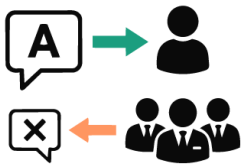
A field SOP is the written instruction for doing fieldwork safely and producing a result that can be defended. The integrity of results is central to the procedure. Judge the integrity of results by four quality-assurance elements: completeness, accuracy, precision, and representativeness. Completeness means the planned samples, measurements, and records were actually collected. Accuracy means the result is close to the true value, which is why calibration and known standards belong in the steps. Precision means repeated measurements agree with one another, which is why duplicate samples are specified. Representativeness means the sample accurately portrays the site conditions relevant to the decision, which is why the procedure or planning document specifies the sample location, depth, and timing rather than leaving those choices to the sampler. A fifth check sits with those four: another person should be able to follow the SOP and reach a comparable result. That is why the procedure specifies every step in sequence for conducting sampling tasks instead of leaving them to memory. A missed sample hold time or a meter calibration that was not recorded is not a paperwork gap–it is an analytical result the department may not be able to use. Write the field SOP so both conditions can be met: the person goes home unhurt, and the result can withstand review for completeness, accuracy, precision, and representativeness.

Writing rules

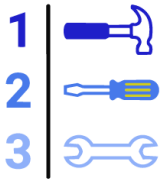
+ If you write it, you must be able to do it.
+ Write to the person doing the task, not to a reviewer.
+ Use one action per numbered step.
+ Write it in plain English, avoid vague phrasing.
+ Minimize the use of jargon.
+ Reference external standards instead of copying them into the SOP
+ Test the draft with multiple staff members who did not write it.



RULE 1



RULE 2



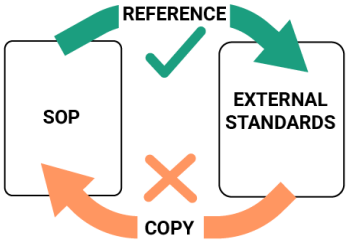
RULE 3



RULE 4



RULE 5



RULE 6



RULE 7

Glossary

Assessment, Cleanup and Redevelopment Exchange System (ACRES). EPA's reporting system for brownfields grants and Tribal Response Program work. A programmatic SOP for ACRES data entry should identify the job title of who enters the record, when it is due, and how the department confirms the entry matches the project file.

Adaptive management. A continuous, systematic cycle of planning, implementing, monitoring, evaluating, and adjusting an SOP to ensure it remains effective, efficient, and aligned with organizational goals. Using the performance of an approved SOP as a baseline to identify weak steps and improve them. Metrics for a programmatic SOP (safety, resource protection, responsiveness, budget) or quality checks for a field SOP (completeness, accuracy, precision, representativeness) indicate where the procedure should change. The change is then documented, approved, and trained as a new version.

Approval authority. The official designated by the department to put an SOP into effect. Approval is shown by a signature and date on the title page. Until that signature is in place, the document is a draft, not the instruction staff are required to follow.

CERCLA section 128(a) / TRP. The Tribal Response Program authority in the Comprehensive Environmental Response, Compensation, and Liability Act. Section 128(a) funding supports a Tribe in establishing or enhancing a response program. Programmatic SOPs help show that the four required elements and the public-record requirement are being met.

Chain-of-custody. The record that tracks a sample from the person who collected it to the person or laboratory that received it. A field SOP should specify when to start the form, who signs it at each handoff, and how it travels with the sample. A broken chain-of-custody can result in the department being unable to use the sample result.

Checklist. A short form, attached to or referenced by an SOP, that lists the steps or items to be completed and provides a place to record completion. A checklist helps staff follow the required order and creates a record of the work. It is not the SOP. The SOP states the purpose, roles, resources, timing, cautions, and full procedure; the checklist is a part of that SOP, used at the points the procedure names. See also work instruction.

Controlled document. The official current version of an SOP. It is the copy on the master list, with the current number, version, effective date, and approval. A printed copy is uncontrolled unless it is issued and marked as a controlled field copy. An uncontrolled copy may be out of date.

Deviation. An authorized departure from an SOP. It is a requested change, approved by the approval authority named in the procedure, and documented with the reason and any safety or data impact(s). An unapproved departure is not a deviation. It is a failure to follow the SOP.

Document control. The system for numbering, approving, distributing, and retiring SOPs so that only the current version is used. It includes the SOP number, version, effective date, approval signature, revision history, master list of active SOPs, and the rule for handling printed copies. Document control is what keeps the instruction in the field the same as the instruction that was approved.

Four elements. In order to receive funding under CERCLA section 128(a)(2), a Tribal Response Program must address the following 4 elements: timely survey and inventory of brownfields; oversight and enforcement authority; meaningful opportunities for public participation; and mechanisms for approval of cleanup plans and verification that cleanup is complete. Programmatic SOPs are one way a Tribe shows these elements are in place.

Health and Safety Plan (HASP). The site-specific plan identifies hazards and the controls for them. A field SOP should point to the HASP and add any cautions that apply to that specific task, placed before the hazardous step.

Policy. A policy is an internal guideline an organization creates to guide decisions and actions. It is a high-level rule used to comply with a Tribal ordinance, a council resolution, a grant condition, or a regulation. A policy says what must be true. An SOP says how the department makes that true in daily work.

Programmatic SOP. A programmatic SOP addresses a specific program element and establishes the structure and quality requirements for that program, such as the Four Elements in a Tribal Response Program. It documents how the department meets a program requirement and creates the baseline for performance measures such as safety, resource protection, responsiveness, and budget management.

Public record. The CERCLA section 128(a) requirement to maintain and make available information on sites and cleanups. A programmatic SOP for the public record should specify what is filed, where it is kept, who may access it, and what is withheld to protect cultural or sensitive information.

Quality Assurance Project Plan / Quality Management Plan (QAPP / QMP). The QMP is the department's quality system: roles, document control, and how quality is managed. The QAPP is the project plan: data quality objectives, design, and methods. An SOP is the step-by-step method used to carry out a commitment in the QAPP or QMP.

Standard operating procedure (SOP). A controlled, step-by-step instruction for a routine or repetitive activity, written so the work meets a stated standard. A field SOP covers work done safely around hazardous substances or equipment and protects the integrity of results (completeness, accuracy, precision, and representativeness). See also checklist and work instruction.

Treatment in a manner similar to a state (TAS). Status under which a federally-recognized Tribe is granted the authority to administer an environmental program under federal law. SOPs help demonstrate that the work meets the requirements the Tribe has accepted.

Traditional Ecological Knowledge (TEK). Knowledge the Tribe holds about land, water, plants, animals, and cultural practices. An SOP that touches a culturally important place should state the access, photography, and information-sharing rules that protect TEK, or point to the cultural-resources staff who enforce those rules.

Work instruction. A more detailed set of directions on how-to complete a specific task or action. It is often included as part of an SOP to identify the tools, measurements, and safety requirements needed to perform a task correctly. A work instruction explains a complex action; a checklist records that the action, or a series of actions, was completed. Both are controlled with the SOP they support. See also checklist.

APPENDICES

Appendix A. Official SOP template

STANDARD OPERATING PROCEDURE			
TITLE:	*"WRITE CLEAR TITLE HERE"*		**VERSION 00**
APPROVED BY: "SIGNATURE"	**EFFECTIVE DATE:**	*"PLACE DATE HERE"*	
"PERSON NAME"	**REVISION DATE:**	*"PLACE DATE HERE"*	
"OFFICIAL TITLE"	**SOP NUMBER**	*"PLACE SOP NUMBER HERE"*	

PURPOSE

The purpose of this Standard Operating Procedure (SOP) is to [*what the procedure accomplishes and why it matters for consistency, safety, compliance, resource protection, or training*].

SCOPE (application)

These procedures apply to [*staff/contractors/program*] when [*activity, location, or media*]. They support [*Tribal policy, QAPP, HASP, TAS requirement, or CERCLA 128(a) element*]. They do not apply to [*exclusions*].

REFERENCES

Insert applicable regulatory codes and/or policies such as:

- Tribal policies, codes, or resolutions
- QAPP/HASP/Sampling Plan Sections
- Methods or Regulations
- Related SOPs

RESPONSIBILITIES

[*Role*] is responsible for [*approval/training/equipment*].

[*Role*] is responsible for [*performing the work*].

Contractors must follow this SOP or an equivalent approval in writing before work starts.

DEFINITIONS (TERMS)

Define only terms that have special meaning in this procedure.

HEALTH AND SAFETY (*if Programmatic, mark N/A or delete*)

Personnel must follow the site-specific Health and Safety Plan (HASP) or job hazard analysis.

Specific concerns for this procedure: [*list here, or "none beyond the HASP"*].

Stop-work authority: [*who can stop work and how*].

If there is a specific health and safety concern, highlight it here and reference HASP.

EQUIPMENT

The following equipment is necessary for [list tools, calibrants, containers, PPE, and forms]. Follow the site-specific sampling or work plan for locations and frequencies.

TIMING AND FREQUENCY

When the procedure is performed and how often [*e.g., site visit; before each sampling event; annually*].

PROCEDURES

Numbered steps in the exact order of work. If there are hazardous steps, place warnings immediately before the step and use bold lettering.

1. *First step*
2. *Second step*
3. *Third step*

LEVEL 2 HEADING

Optional subgroup.

Level 3 Heading

Optional sub-subgroup.

QUALITY CONTROL (*Use or mark N/A or delete*)

Duplicates, blanks, calibration checks, and what to do if a check fails.

RECORDS (*Use or mark N/A or delete*)

Identify all forms that must be completed, where records are stored, and how long records are kept.

DEVIATIONS (*Use or mark N/A or delete*)

How an authorized change is requested, approved, and documented.

FORMS, WORK INSTRUCTIONS, AND ATTACHMENTS

List field sheets, diagrams, flowcharts, and illustrations attached to this SOP.

REVISION HISTORY

Version	Date	Description of Change	Author
00		Original Issue	

Writing Rules to print on the back of the procedure handouts

- If you write it, you must be able to do it.
- Write to the person doing the task, not to a reviewer.
- Use one action per numbered step.
- Write it in plain English, avoid vague phrasing
- Minimize the use of jargon
- Reference external standards instead of copying them into the SOP
- Test the draft with multiple staff members who did not write it.

Appendix B. Resource List

1. U.S. Environmental Protection Agency. *Guidance for Preparing Standard Operating Procedures (SOPs)*. EPA QA/G-6. EPA/600/B-07/001. April 2007.
https://www.epa.gov/quality/guidance-preparing-standard-operating-procedures
Direct PDF: https://www.epa.gov/sites/default/files/2015-06/documents/g6-final.pdf

This is the primary federal guidance on writing and using SOPs within a quality system. It defines an SOP, describes technical and administrative procedures, and provides a suggested format and examples. The guide's core idea is that an SOP is the controlled instruction for a routine activity required by a QAPP or quality management plan.

2. U.S. Environmental Protection Agency. *Quality Assurance Project Plan Guidance*. October 2025.
https://www.epa.gov/quality/quality-assurance-project-plan-qapp-guidance

Current EPA guidance on preparing a QAPP. Use it to determine where an SOP belongs. The QAPP states the data quality objectives and the project design; the SOP is the step-by-step method for implementing those commitments. The guidance also treats completeness, accuracy (or bias), precision, and representativeness as data-quality indicators that field procedures must protect.

3. U.S. Environmental Protection Agency. *Example Quality Assurance Project Plan for Monitoring of Surface Water*. 2005.
https://www.epa.gov/quality/example-quality-assurance-project-plan-monitoring-surface-water

A worked example written for a fictitious Tribe conducting basic surface-water monitoring. It shows how field methods, calibration, sample handling, and quality-control checks are documented to ensure results remain complete, accurate, precise, and representative. Useful as a model for linking a field SOP to a QAPP.

4. U.S. Environmental Protection Agency. *FY26 Funding Guidance for CERCLA Section 128(a) State and Tribal Response Programs*. EPA 560F25239. 2025.
https://www.epa.gov/system/files/documents/2025-09/fy26-128a-guidance.pdf

Annual funding guidance for Tribal Response Programs outlines the four statutory elements under CERCLA section 128(a)(2): timely survey and inventory of brownfields; oversight and enforcement authority; meaningful public participation; and approval of cleanup plans with verification that cleanup is complete. It also addresses the public-record requirement. Programmatic SOPs are one way a Tribe demonstrates that these elements are being met. Check EPA's brownfields pages for the current fiscal-year edition before citing a year.

5. U.S. Environmental Protection Agency. *State and Tribal Brownfields Response Programs*.
https://www.epa.gov/brownfields/state-and-tribal-brownfields-response-programs

Overview of how Tribes use section 128(a) funding to build response programs, from basic administrative capacity to site inventory, cleanup oversight, and reuse. A plain-language entry point for staff who need program context before writing a programmatic SOP.

6. Kansas State University Tribal TAB, with the Institute for Tribal Environmental Professionals and the Alaska Native Tribal Health Consortium. *Tribal TAB*.
https://www.ksutab.org/tribal-tab

Free technical assistance is available to federally recognized Tribes on brownfields inventory, Tribal Response Program development, grant management, and related training. The March 2026 Tribal TAB SOP training (Stuart Fricke, Akana), funded in part under EPA assistance agreement TR-84085401 to Kansas State University, provided the purpose, goals, and format ideas adapted in this guide.

7. U.S. Environmental Protection Agency, Region 10. *Quality Assurance Project Plans for Tribes*.
https://www.epa.gov/r10-tribal/quality-assurance-project-plans-tribes-region-10

A practical Tribal QAPP page with a template and a list of required elements. Written for Region 10 but useful anywhere as a model for how a small Tribal program documents methods, roles, and quality control, and where SOPs are referenced rather than rewritten.



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