

**Policy for Subsampling Core
N.C. Geological Survey
Coastal Plain Office and Core Repository (CPO)**

1. State Geologist, Dr. Kenneth B. Taylor has authority over the geologic collection (samples and other data) that are stored at the NCGS Core Repository. Requests for subsampling core should be directed to him (Kenneth.B.Taylor@ncdenr.gov). Dr. Kathleen M. Farrell, Coastal Plain Geologist (stratigraphy and geomorphology) will facilitate access to the core repository on behalf of Coastal Plain data.
2. If core is split longitudinally (by NCGS) into an archived half and a half for sampling purposes, special rules apply. The archived half of the core will be available for visual inspection and will not be subsampled. The sampling half is available for subsampling. The archived half of core will be available for display or other purposes agreed upon by NCGS Management.
3. Researchers who intend to log or sample core must complete, sign, and submit the form (Statement of Research Interests/Permission to Log or Sample Core) to NCGS Management for review and approval, at least two weeks prior to the date of sampling. The purpose of this process is: 1) to provide information for planning purposes, 2) to promote collaboration between disciplines, 3) to ensure access to key stratigraphic intervals to as many researchers as possible, and 4) to ensure protection of the core's archival half.
4. In special cases, researchers may borrow core provided that NCGS protocols are followed. These protocols are developed by the State Geologist, Dr. Kenneth B. Taylor and his Senior Staff (e.g. Dr. Kathleen M. Farrell for Coastal Plain).
5. Core will not be subsampled by outside researchers (e.g. non-NCGS and USGS personnel) at the drill site. If applicable, exemptions to this directive are possible only with written permission from NCGS Management two weeks in advance of sampling using the Statement of Research Interests/Permission form. If problems arrive at the drill site with respect to this issue, NCGS Management should be contacted (Dr. Kenneth.B.Taylor, NCGS, Phone: 919-390-4767; email: Kenneth.B.Taylor@ncdenr.gov).
6. NCGS Management and designated personnel will review the Statement of Research Interests/Permission form from each researcher to decide if the proposed sampling scheme is reasonable, is not redundant, and is not unnecessarily destructive to the sampling half of the core and the long term research needs of the investigators as a group.
7. NCGS Management intends to preserve portions of scientifically significant intervals in the sampling half of the core for future researchers. Samples should be

as small as possible. An investigator may not completely remove half-round sections from the sampling half of the core. Investigators should attempt to leave 3/4 the original diameter of the core behind in the box for any given interval. Investigators are encouraged to collaborate where feasible to share subsamples in order to maximize results from key stratigraphic horizons. (Exemptions to this directive are possible only with written permission from the Steering Committee if applicable or the State Geologist).

8. State Geologist, Dr. Kenneth B. Taylor retains oversight and control of access to the North Carolina Geological Survey's Coastal Plain Office and Core Repository (CPO). Once permission is acquired for subsampling, collaborators may contact Dr. Kathleen M. Farrell (919-733-7353, ext. 29) to gain access to the building that houses the core. Access to the core will be provided as soon as possible, provided that staff and space are available. Visiting researchers may not remain in the building unless accompanied by NCGS staff.
9. During sampling, all measurements on the core should extend down from the overlying end of run marker. For example, to sample an interval between the 30' and 40' end of run markers, measurements should be made down from the 30' marker, not up from the 40' marker, to the nearest tenth of foot.
10. A copy of the original site description and site log will be available at the CPO with the core and should be on hand for anyone taking samples. The site log is especially useful for rectifying the position of core loss zones (top or bottom of core). Information from the site log will be incorporated into the NCGS graphic log.
11. During the sampling process, each investigator is responsible for providing written documentation (hard copy and electronic copy) of the intervals sampled to nearest tenth of foot to the NCGS (Kathleen Farrell, 919-733-7353, x29).
12. During the sampling process, each investigator should place metal or plastic labels with name, date, sampling interval, sample number) in the box to mark the sampled interval.
13. It is understood that investigators will freely exchange their data. To preserve intellectual ownership, investigators will not publish information acquired through this exchange without permission from the source of the exchanged information.
14. If an investigator does not agree with NCGS Management's decision about his or her proposed sampling scheme, the decision may be appealed to the Steering Committee.