

<i>Title:</i> TOS Standard Operating Procedure: Wetland Soil Sampling		<i>Date:</i> 01/09/2018
<i>NEON Doc. #:</i> NEON.DOC.004130	<i>Author:</i> S. Weintraub	<i>Revision:</i> B

TOS STANDARD OPERATING PROCEDURE: WETLAND SOIL SAMPLING

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<i>Title:</i> TOS Standard Operating Procedure: Wetland Soil Sampling		<i>Date:</i> 01/09/2018
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Change Record

REVISION	DATE	ECO #	DESCRIPTION OF CHANGE
A	02/08/2017	ECO-04372	Initial release
B	01/08/2018	ECO-05308	<ul style="list-style-type: none"> • Equipment list tables - minor updates for clarity, removed several rows to ensure only additional supplies included • SOP A - added text for when to use long, rectangular 4 mm sample bags vs standard shape 4 mm bags • BOP B, Section B.3 - removed instruction for measuring below-ground sphagnum litter, to be consistent with high-latitude soil sampling updates in the Soil Protocol • SOP B, Section B.4 - added guidance for when to drain water from sample containers • SOP C, Section C.2 - added instruction to record sampleTopDepth and sampleBottomDepth at the time of incubated core deployment

Title: TOS Standard Operating Procedure: Wetland Soil Sampling		Date: 01/09/2018
NEON Doc. #: NEON.DOC.004130	Author: S. Weintraub	Revision: B

TABLE OF CONTENTS

1 DESCRIPTION.....1

1.1 Overview 1

1.2 Purpose 2

1.3 Applies To..... 2

1.4 Acknowledgments..... 2

2 RELATED DOCUMENTS AND ACRONYMS3

2.1 Applicable Documents 3

2.2 Reference Documents..... 3

2.3 Acronyms 3

2.4 Definitions..... 3

2.5 Safety 4

3 PERSONNEL AND EQUIPMENT.....5

3.1 Equipment..... 5

3.2 Training Requirements..... 10

3.3 Specialized Skills..... 10

4 CONTINGENCIES AND NOTES10

5 STANDARD OPERATING PROCEDURES.....11

SOP A PREPARATION FOR SAMPLING.....11

SOP B FIELD SAMPLING FOR SOIL MICROBES IN WETLAND PLOTS.....12

SOP C FIELD SAMPLING FOR N TRANSFORMATIONS IN WETLAND PLOTS.....17

6 REFERENCES21

APPENDIX A QUICK REFERENCES22

APPENDIX B REMINDERS23

APPENDIX C SITE-SPECIFIC INFORMATION.....24

LIST OF TABLES AND FIGURES

Table 1 List of sites that will use this SOP to sample in wetlands or wetland-like conditions. 1

Table 2. Equipment list – Additional and alternate supplies for soil sampling in wetland or wetland-like plots, all bout types..... 6

<i>Title:</i> TOS Standard Operating Procedure: Wetland Soil Sampling		<i>Date:</i> 01/09/2018
<i>NEON Doc. #:</i> NEON.DOC.004130	<i>Author:</i> S. Weintraub	<i>Revision:</i> B

Table 3. Equipment list – Additional and alternate supplies for conducting an N transformation incubation in wetland or wetland-like plots. 9

Figure 1 Example soil core catcher that comes with the AMS Multi-Stage Sampler 13

Figure 2. Example of a typical wetland soil core demonstrating a poorly defined boundary between O and M horizons (Photo credit: US Environmental Protection Agency). Note that gloves should be worn by NEON technicians when handling soil samples. 15

Figure 3 Schematic of a TOS ‘bgc’ soil sampling plot, with green stars indicating the three x,y sampling locations and red flag indicating the southwest corner (0,0)..... 22

Title: TOS Standard Operating Procedure: Wetland Soil Sampling		Date: 01/09/2018
NEON Doc. #: NEON.DOC.004130	Author: S. Weintraub	Revision: B

1 DESCRIPTION

1.1 Overview

This Standard Operating Procedure (SOP) is an extension of TOS Protocol and Procedure: Soil Biogeochemical and Microbial Sampling (RD[04]). It is designed to enable soil sampling in wetland or wetland-like conditions, where the land is covered by shallow standing water or the water table is frequently at or just below the surface. Here, we define shallow standing water as ≤ 50 cm. If water depths exceed this level, soil sampling will not occur. When this SOP is used, the instructions herein are followed for field soil core collection (SOP B) and field sampling for nitrogen transformations (SOP C), except for the steps wherein technicians are explicitly instructed to use RD[04].

While plots with wetland or wetland-like conditions are not the focus of the NEON Terrestrial Observation System (TOS), they are present in certain domains and sites where high water tables are a common seasonal phenomenon (e.g., flooding in low-lying areas following spring snowmelt or summer monsoon rains). Additionally, TOS Protocol and Procedure: Plot Establishment (RD[06]), allows for the establishment of TOS plots as long as $> 50\%$ of the plot area is not covered by standing water > 30 cm in depth. As such, areas with standing water or high water tables occur in space and time across NEON and it is desirable to include them in soil sampling.

It is anticipated that only the domains and sites listed in Table 1 will utilize this SOP. Within those sites, plots requiring wetland sampling techniques will often be classified by the National Land Cover Database (NLCD) as emergent herbaceous wetland, woody wetland, sedge herbaceous, or dwarf shrub. However, this will not always be the case, and field personnel should be prepared to use this SOP to sample plots or subplots meeting wetland criteria, regardless of NLCD classification. Field personnel working in NEON domains not listed in Table 1, but who identify plots where conditions may warrant use of this SOP, should notify Science through NEON’s issue tracking software.

Table 1 List of sites that will use this SOP to sample in wetlands or wetland-like conditions.

Domain	Sites
D01	HARV
D03	DSNY, OSBS
D05	TREE, UNDE, STEI
D08	DELA, LENO
D09	WOOD, NOGP, DCFS
D18/19	HEAL, TOOL, BARR, BONA, DEJU

Presence of shallow standing water or a high water table yields unique soil sampling challenges. First, collecting soil cores in a standardized fashion is more difficult than in well-drained uplands, and the process may require specialized soil coring equipment and techniques. Second, measuring nitrogen (N)

Title: TOS Standard Operating Procedure: Wetland Soil Sampling		Date: 01/09/2018
NEON Doc. #: NEON.DOC.004130	Author: S. Weintraub	Revision: B

transformations with *in-situ* incubations is complicated by the possibility for leaching losses from incubating soil cores. To address such challenges, this SOP provides additional and alternate equipment lists and modified instructions needed to complete the field sampling components of RD[04] in wetland or wetland-like plots. This includes soil core collection as well as deployment of soil incubations for N transformation measurements. Unlike field sampling components, no special modifications are needed for laboratory processing of wetland or wetland-like soils. Therefore, all lab-based SOPs detailed in RD[04] should be used.

1.2 Purpose

This document outlines modified procedures for soil core collection and deployment of soil incubations for N transformation measurements in plots covered with shallow standing water or that have a water table at or just below the soil surface. It should not be considered a robust wetland monitoring effort, as that is well beyond the scope of the NEON TOS. Instead, this SOP is designed to produce data that can be delivered within the framework of standard NEON soil data products. While not all wetland-relevant variables will be measured, the data produced may still be useful in revealing changes in select wetland soil properties over time and across the bioclimatic gradients present in the Observatory.

This document provides a change-controlled version of an Observatory procedure. Documentation of content changes (i.e. changes in particular tasks or safety practices) will occur via this change-controlled document, not through field manuals or training materials.

1.3 Applies To

The procedure described in this document is used in the context of conducting sampling for the following protocols:

Doc #	Title
NEON.DOC.014048	Soil Biogeochemical and Microbial Sampling

1.4 Acknowledgments

Lisa Windham-Myers of the U.S. Geological Survey and Patrick Inglett of the University of Florida provided helpful input in developing this standard operating procedure. The 2011 National Wetland Condition Assessment (USEPA, 2016), along with the paired NWCA Field Operations Manual (USEPA 2011), were also very helpful resources.

Title: TOS Standard Operating Procedure: Wetland Soil Sampling		Date: 01/09/2018
NEON Doc. #: NEON.DOC.004130	Author: S. Weintraub	Revision: B

2 RELATED DOCUMENTS AND ACRONYMS

2.1 Applicable Documents

Applicable documents contain higher-level information that is implemented in the current document. Examples include designs, plans, or standards.

AD[01]	NEON.DOC.004300	EHSS Policy, Program and Management Plan
AD[02]	NEON.DOC.004316	Operations Field Safety and Security Plan
AD[03]	NEON.DOC.050005	Field Operations Job Instruction Training Plan

2.2 Reference Documents

Reference documents contain information that supports or complements the current document. Examples include related protocols, datasheets, or general-information references.

RD[01]	NEON.DOC.000008	NEON Acronym List
RD[02]	NEON.DOC.000243	NEON Glossary of Terms
RD[03]	NEON.DOC.005003	NEON Scientific Data Products Catalog
RD[04]	NEON.DOC.014048	TOS Protocol and Procedure: Soil Biogeochemical and Microbial Sampling
RD[05]	NEON.DOC.001577	Datasheets for TOS Protocol and Procedure: Soil Biogeochemical and Microbial Sampling
RD[06]	NEON.DOC.001025	TOS Protocol and Procedure: Plot Establishment
RD[07]	NEON.DOC.001717	TOS Standard Operating Procedure: TruPulse Rangefinder Use and Calibration

2.3 Acronyms

Acronym	Definition
NLCD	National Land Cover Database
O	Organic
M	Mineral

2.4 Definitions

Wetland: An area where the water table is frequently at or near the surface, or the land is covered by shallow standing water. Can occur alongside streams, rivers, lakes, and coasts, in depressions and other low-lying areas, and in association with high-mountain springs. Can be saturated at varying intervals, and have biotic communities adapted to live in conditions ranging from permanently wet to fluctuating wet-dry.

Organic (O) horizon: A soil layer made of organic vegetal material in various states of decomposition, where the mineral fraction is only a small percentage of the layer (generally much less than half by

<i>Title:</i> TOS Standard Operating Procedure: Wetland Soil Sampling		<i>Date:</i> 01/09/2018
<i>NEON Doc. #:</i> NEON.DOC.004130	<i>Author:</i> S. Weintraub	<i>Revision:</i> B

weight). Often darker in color. Should not feel gritty or grainy – if it does, it is most likely a mineral horizon high in organic matter, such as an A-horizon, not an organic horizon.

Mineral (M) horizon: A soil layer where accumulated minerals are the main component. Can vary widely in color based on organic matter content and presence of certain minerals.

2.5 Safety

This document identifies procedure-specific safety hazards and associated safety requirements. It does not describe general safety practices or site-specific safety practices.

Personnel working at a NEON site must be compliant with safe field work practices as outlined in the Operations Field Safety and Security Plan (AD[02]) and EHSS Policy, Program and Management Plan (AD[01]). Additional safety issues associated with this field procedure are outlined below. The Field Operations Manager and the Lead Field Technician have primary authority to stop work activities based on unsafe field conditions; however, all employees have the responsibility and right to stop their work in unsafe conditions.

Sampling in wetlands should be undertaken with care. Saturated soil may make maneuvering difficult, and caution should be used when walking through flooded plots so as not to incur injury or develop a fungal infection from working in or around flooded plots. Rubber boots, waders, or other protective equipment should be used in order to keep personnel dry. In some sites, flooded conditions may be accompanied by additional dangers from local wildlife (e.g., alligators, snakes). In such cases, follow all Domain and Manager specific instructions and avoid entering flooded plots when dangers are present.

<i>Title:</i> TOS Standard Operating Procedure: Wetland Soil Sampling		<i>Date:</i> 01/09/2018
<i>NEON Doc. #:</i> NEON.DOC.004130	<i>Author:</i> S. Weintraub	<i>Revision:</i> B

3 PERSONNEL AND EQUIPMENT

3.1 Equipment

The following equipment is needed to implement the procedures in this document. Equipment lists are organized by task. They do not include standard field and laboratory supplies such as charging stations, first aid kits, drying ovens, ultra-low temperature freezers, etc.

The lists that follow should be considered supplements to the field sampling equipment lists in RD[04], meaning that only additional and/or alternate equipment required specifically for sampling wetland soils is presented. Refer to Tables 4-6 in RD[04] for full supply lists needed for soil sampling based on bout type.

The two major equipment modifications in this SOP compared to RD[04] are substitution of a specialized wetland soil coring device instead of a standard soil corer, as well as 4mm thick polyethylene sample bags instead of incubation cylinders for conducting N transformation incubations. Regarding the former, a specialized coring device need only be purchased if the domain’s standard tool does not allow for collection of high-quality soil cores in the local wetland conditions. For mineral soils, this will depend on the degree of substrate consolidation and whether or not the coring device allows for sample retrieval without significant amounts of material falling out the bottom. For organic soils, this will depend on whether the coring device can cut through fibrous organic material without causing significant compaction. Table 2 provides suggested equipment for different wetland types and conditions – if unsure of the most appropriate device to use in their domain, Field Operations should contact Science through NEON’s issue tracking platform.

Title: TOS Standard Operating Procedure: Wetland Soil Sampling		Date: 01/09/2018
NEON Doc. #: NEON.DOC.004130	Author: S. Weintraub	Revision: B

Table 2. Equipment list – Additional and alternate supplies for soil sampling in wetland or wetland-like plots, all bout types.

Item No.	R/S	Description	Purpose	Conditions Used	Quantity	Special Handling
Durable items						
	S	AMS Multi-Stage Sludge Sampler (part # 403.31) or similar coring device <i>~ alternate for standard soil corer ~</i>	Collect cores from saturated, unconsolidated soils. Keeps material from falling out the bottom of the coring device	Saturated, unconsolidated soils, standard coring device does not function well	1	N
	S	AMS 5/8" x 1-5' SST Extension Pole (part # 409.06 - 409.10)*	Extend the soil sampler to a height comfortable for technician use and above the water line	With multi-stage sludge sampler	1	N
	S	AMS 18" Rubber Coated Cross Handle, 5/8" Threaded (part # 406.04)*	Grip and use the sampler	With multi-stage sludge sampler	1	N
	S	AMS 2" x 12" Plastic Liner (part # 405.10)	Needed for the sludge coring device to function properly. Can be difficult to clean and re-use, helpful to have extras.	With multi-stage sludge sampler	6-10	N
	S	AMS Serrated MS Sludge Core Tip (part # 403.14)	Core in flooded organic soils, peaty and/or with thick root mats. Increases sample recovery while reducing compaction	Saturated soils with high organic content or thick root mats	1	N
	S	AMS 2" MS Sludge Auger Tip w/ valve (part # 403.29)	Core flooded organic soils or peat. Increases sample recovery while reducing compaction	Saturated soils with high organic content	1	N

Title: TOS Standard Operating Procedure: Wetland Soil Sampling		Date: 01/09/2018
NEON Doc. #: NEON.DOC.004130	Author: S. Weintraub	Revision: B

Item No.	R/S	Description	Purpose	Conditions Used	Quantity	Special Handling
	S	'Soil extruder' – dowel, piece of capped tubing, similar diameter to soil corer	Push/extrude soil from coring device or liner	All	1	N
	S	Bottle brush, 2" diameter (or similar size as coring device)	Clean coring device and liners between samples	All	1	N
MX103931	R	Plastic tray	Examine soil core, determine whether both O and M are present	All	1	N
MX100721	R	Soil knife	Separate horizons when both O and M present	Both O and M present	1	N
MX100322	R	Laser Rangefinder, 0.3 m accuracy	Locate x-y coordinates if a meter tape cannot be used due to standing water	Flooding along western and/or southern borders	1	N
MX104359	R	White reflector or reflective tape	Reflective target for laser rangefinder, aids in measuring distance to target accurately	Using laser rangefinder	1	N
MX103218	S	Foliage filter	Use with laser rangefinder in dense vegetation	Using laser rangefinder	1	N
MX107505 MX100494	R	Waders	Keep dry when working in standing water	> ankle-deep standing water	1 per technician	N
	R	Rubber Boots	Keep dry when working in standing water	≤ ankle deep standing water	1 per technician	N

Title: TOS Standard Operating Procedure: Wetland Soil Sampling		Date: 01/09/2018
NEON Doc. #: NEON.DOC.004130	Author: S. Weintraub	Revision: B

Item No.	R/S	Description	Purpose	Conditions Used	Quantity	Special Handling
	S	Long survey marking flags or stakes, tall enough to protrude above the water line	Mark locations and probe potential x-y coordinates	All	4	N
	S	Meter stick	Measure the depth of standing water	Standing water present		
Consumables						
	R	Laboratory tape	Mark target depth on the coring device	Standing water present	1 roll	N
	R	Paper towels or cloth	Dry coring device between cores so that tape can be re-applied as needed	Standing water present	1 box or 2 cloths	N
	S	Cleaning gloves, long cuff (as in Home Depot model # 24103-012)	Keep hands and arms dry while retrieving samples in standing water	Standing water	1 per technician	N

R/S=Required/Suggested

*If another AMS sampler is already in use by the Domain, check for compatibility with extension pole and handle, it may not be necessary to purchase additional items

Title: TOS Standard Operating Procedure: Wetland Soil Sampling		Date: 01/09/2018
NEON Doc. #: NEON.DOC.004130	Author: S. Weintraub	Revision: B

Table 3. Equipment list – Additional and alternate supplies for conducting an N transformation incubation in wetland or wetland-like plots.

Item No.	R/S	Description	Purpose	Conditions Used	Quantity	Special Handling
Durable items						
MX111250 MX100592 MX1000593	R	Plastic bags, various sizes, 4 mm thickness ~replacement for incubation cylinders~	Contain incubated sample for N transformation measurement, prevent N leaching	All	1 per sample	N
	R	Planting spade or dibble bar (as in Forestry Suppliers part # 77621 or 69042)	Bury incubated sample bag in soil with standing water or in unconsolidated substrates	No intact bore hole to bury bag	1	N
	S	Cleaning gloves, long cuff (as in Home Depot model # 24103-012)	Keep hands and arms dry while burying sample bags in standing water	Standing water	1 per technician	N
MX107049	S	4' Snow stake	Mark x,y location of incubated sample bag	All	1 per sample	N
Consumable Items						
	R	Small resealable plastic bags, 2" x 2" or similar (as in Forestry Suppliers part #79108)	Contain sampleID label inside sample bag for duration of incubation	All	1 per sample	N
	S	Garbage bag	Line the cooler, buried sample bags will be wet and messy	All	2	N

R/S=Required/Suggested

<i>Title:</i> TOS Standard Operating Procedure: Wetland Soil Sampling		<i>Date:</i> 01/09/2018
<i>NEON Doc. #:</i> NEON.DOC.004130	<i>Author:</i> S. Weintraub	<i>Revision:</i> B

3.2 Training Requirements

All technicians must complete required safety and procedure-specific training for safety and implementation of this procedure as required in Field Operations Job Instruction Training Plan (AD[03]).

Field personnel must receive training in assembly and operation of the coring device being used to sample unconsolidated substrates, as well as the laser rangefinder if it will be used to locate x,y coordinates. Additionally, completion of all training requirements described in RD[04], especially how to employ sterilization techniques when handling soil samples and cleaning equipment, is needed to successfully complete this SOP.

3.3 Specialized Skills

The ability to use an appropriate coring device to sample loose, unconsolidated soil substrates from a known depth (typically 30 cm) will be key to successful implementation of this SOP. Additionally, knowledge of the basic characteristics of soils at a given site and the ability to differentiate between organic (O) and mineral (M) horizons is required. Proficiency with the method of delineating random x,y coordinates described in RD[04] will be needed to ensure sampling occurs at correct locations. A willingness to work in standing water and on unstable surfaces (e.g. mud and sediments) when provided proper equipment is also needed. Finally, all field personnel should be well-versed in sterilization techniques for collection and handling of sensitive microbial samples, as described in depth in RD[04].

4 CONTINGENCIES AND NOTES

Similar to non-wetland soil bouts, all sampling for a given season (e.g., ‘peak greenness’, ‘dry-wet transition’) should occur within a two-week (14 calendar day) period. If a bout is interrupted by inclement weather or other circumstances, attempt to finish the bout within the two-week window. If sampling cannot be completed within this timeframe, it will be considered a partial bout and the issue should be reported through NEON’s issue tracking software.

Field personnel must use their judgement to determine when conditions are inclement enough to halt soil collection. As work in wetlands will be an inherently wet endeavor, a light drizzle should not necessarily prevent sampling. However, heavy rains and associated rising water tables, lightning, presence of dangerous animals, or any other condition that threatens the safety of personnel or access to the plots should be taken seriously. In such cases, sampling should be halted, and the issue should be reported through NEON’s issue tracking software.

Title: TOS Standard Operating Procedure: Wetland Soil Sampling		Date: 01/09/2018
NEON Doc. #: NEON.DOC.004130	Author: S. Weintraub	Revision: B

5 STANDARD OPERATING PROCEDURES

SOP A PREPARATION FOR SAMPLING

1. Complete all steps listed in Section A.1 of RD[04], including:
 - Charge mobile devices
 - Pre-label and organize sample bags, including the addition of adhesive barcode labels
 - Print soil coordinate lists and back-up data sheets
 - Load GPS coordinates for target plots

2. Additionally, gather all equipment needed for wetland-specific sampling, consulting both the equipment lists in Tables 1 and 2 as well as those in RD[04]. Ensure durable items (corer plus parts, waders/boots, etc) are clean and in good working condition. Ensure sufficient quantities of consumable items are available.
 - a. When preparing for an N-transformations bout:
 - 1) Sites where prior experience shows that intact soil cores can be taken should plan to use the 30 cm long rectangular polyethylene bags (Table 2). These will allow in-tact cores to keep their shape and structure while incubating and are thus preferred.
 - 2) Sites where prior experience shows that the substrate is very unconsolidated and cores fall apart upon removal can use standard square-shaped polyethylene sample bags, as long as they are 4 mm thick (see Table 2 for part numbers).

3. A preliminary trip to visit target plots and assess standing water depths prior to sampling will streamline field collection and help ensure that appropriate supplies are available. Such a visit will help determine whether waders, long-cuff cleaning gloves, the TruPulse (see below), or a wetland coring device will be needed for the bout. If such a trip is not possible, field personnel should base their preparations on prior knowledge of the target plots as well as reports from other NEON technicians who have recently worked in them.

4. If the soil team may encounter standing water along the borders of the plot, which would prevent accurate stretching and anchoring of meter tapes, they should be prepared to use the TruPulse laser rangefinder in **HD** (horizontal distance) mode to locate x,y coordinates. In preparation, review RD[07] and complete the following tasks related to using the TruPulse 360R Laser Rangefinder.
 - Check battery and charge (if possible)
 - Clean lenses with lens cloth or lens tissue (if necessary)
 - Check/set correct declination. This is required every time the batteries are changed, and when batteries run low. See RD[07] for details.
 - Calibrate TruPulse tilt-sensor (only necessary after severe drop-shock; see RD[07] for details).



Title: TOS Standard Operating Procedure: Wetland Soil Sampling		Date: 01/09/2018
NEON Doc. #: NEON.DOC.004130	Author: S. Weintraub	Revision: B

SOP B FIELD SAMPLING FOR SOIL MICROBES IN WETLAND PLOTS

SOP B is designed to enable soil sampling when plots or subplots are covered with shallow standing water or have mucky, unconsolidated substrates due to a persistently high water table. If plots with wetland or wetland-like NLCD cover classes do not have these conditions at the time of sampling, they need not be sampled using this procedure. Note that SOP B of RD[04] is referenced frequently in the steps outlined below, thus it is mandatory that a hard copy of it be on hand during sampling bouts.

MAXIMUM WATER DEPTH

If standing water depths at potential x,y sampling locations exceed 50 cm, do not attempt to collect soil. Instead, attempt to sample at the next x,y coordinate on the coordinate list; if that fails, try another designated subplot. If flooding is uniformly > 50 cm across the entire plot, do not collect any samples and report the issue through NEON's issue tracking platform.

B.1 Identify the plot

1. Navigate to the southwest corner of the plot.
2. Lay out meter tapes on the western and southern borders of the plot as directed in RD[04].
3. If there is standing water along these borders and meter tapes cannot be used, prepare to use the laser rangefinder in **HD** mode to locate x,y coordinates.

B.2 Assess sample location

1. Locate the first potential x,y sampling location on the coordinate list. If there is standing water, use the TruPulse laser rangefinder in **HD** (horizontal distance) mode as follows:
 - a. Two technicians must work together. One stands at the southwest corner of the plot (0,0) and operates the laser rangefinder in **HD** mode. The other navigates to the first potential x-location, following the directions of the rangefinder operator and using the reflective tape so that an accurate horizontal distance measurement can be obtained.
 - 1) The rangefinder operator must ensure that the angle (azimuth) is as close to 90° as possible from True North when measuring the x-coordinate distance.
 - 2) Anything metal worn by the rangefinder operator will compromise azimuth measurements (glasses with metal arms, watches, rings, etc) and should be removed.
 - b. Place a pin flag, stake, or other marker of appropriate height at this first potential x-location.
 - c. The rangefinder operator then moves to stand directly over the pin flag or marker. Using either a measuring tape or the TruPulse in **HD** mode with a reflective surface, they will work with the second technician to locate the y-coordinate location.

Title: TOS Standard Operating Procedure: Wetland Soil Sampling		Date: 01/09/2018
NEON Doc. #: NEON.DOC.004130	Author: S. Weintraub	Revision: B

- 1) Make sure that the angle (azimuth) is as close to 0° as possible (True North) when measuring the y-coordinate distance.
 - d. Place a clean pin flag, stake, or other marker at the potential x,y location
2. Assess the x,y location for sampling suitability, defined as a location where one or two cores is likely to produce sufficient soil material for all samples and subsamples.
 - a. Look for obvious visual impediments – are there disturbances, live or dead woody vegetation, large rocks, or other features **within a 0.5 m radius** of the x,y location that will prohibit sampling?
 - b. Locations covered in standing water will also need to be assessed for suitability by probing. Use a long, clean pin flag or stake to gently probe in the 0.5 m radius of the x,y location. Determine whether there are unseen impediments to sampling.
 - c. If the location is deemed suitable, prepare to sample.
 - d. If the location is deemed unsuitable, e.g., the answer to step (a) is yes, reject it. Record why on the coordinate list and move to the next potential x,y location. Repeat until a suitable location is found, attempting up to 3 x,y coordinates per subplot. Do not spend more than 1 hour trying to find a suitable location in a single subplot.

B.3 Collect soil core

1. Once an acceptable x,y location is found, prepare to sample it. Ensure that the coring device is properly assembled and has been cleaned with deionized water and sterilized, according to the sterilization instructions provided in RD[04].



Note: *If using a coring device that comes with a plastic ‘soil core catcher’ (Figure 1), but local soils are fairly well consolidated, try to extract a core first without using the catcher, installing it only if needed.*



Figure 1 Example soil core catcher that comes with the AMS Multi-Stage Sampler

2. If there is no standing water (e.g. the location is only saturated):
 - a. Measure soil temperature and litter depth, as described in RD[04], SOP B.
 - b. Remove the litter layer in preparation to sample soil.

Title: TOS Standard Operating Procedure: Wetland Soil Sampling		Date: 01/09/2018
NEON Doc. #: NEON.DOC.004130	Author: S. Weintraub	Revision: B

- 1) *In Sphagnum-dominated, high-latitude soils*, also remove any overlying live sphagnum moss until the beginning of the O horizon is reached. See RD[04] for more detail on how to identify the beginning of the O horizon in these soil types.
3. If there is standing water on top of that x,y location, do not measure temperature or litter depth but do determine the approximate depth of the standing water.
 - a. Insert a clean meter stick (or pin flag/stake) until it touches the surface of the soil.
 - For very unconsolidated substrates, the exact soil-water interface may be difficult to determine. Examine the bottom of the measuring tool to make sure there is residue only on the very bottom (if any is present). Go slowly and make a reasonable estimate.
 - b. Read the standing water depth on the meter stick, or measure the flooded depth of the pin flag/stake using a meter tape.
 - c. Add this depth to 30 cm to get the total target sampling depth for the coring device.
 - *Example:* 23 cm of standing water means target depth for the corer is 23 + 30 = 53 cm.
 - d. Mark this depth on the extension pole or handle of the coring device using laboratory tape. Make sure the tape wraps all the way around and overlaps itself or it is likely to fall off.
4. Insert the coring device into the soil until it reaches 30 cm or bedrock. If there is standing water, insert the coring device until the tape mark is reached, ensuring it is held perpendicular to the water line.
 - a. If the substrate is very fibrous (such as *Sphagnum* peat organic soil), it may be helpful to cut around the sampling tube or coring device with a soil knife while gently working the corer into the ground. This will allow for extraction of a sample while avoiding compaction.
5. Slowly remove the coring device, watching to ensure that little material falls out the bottom. If a substantial amount of material is lost during removal, do not keep the soil core and attempt to take another from that same x,y location. If it's unclear, keep the core but examine how much soil material is recovered (next section) and determine whether it is an acceptable sample.
 - a. If another attempt is needed and the device has a core catcher, you may install it now, then try taking another core. The core catcher should help to retain the soil material.
 - b. If three attempts fail to extract a core without substantial mass loss out the bottom, move to the next suitable x,y location on the coordinate list. Repeat for up to three x,y coordinates, not spending more than one hour attempting to sample a single subplot.
6. Once a viable soil core is collected, mark the x,y location with a long flag or stake, then walk out of the plot or subplot, or to a dry spot in the 'microbes/bgc' destructive sampling zone. Try to follow the same path you used to enter in order to minimize disturbance.

Title: TOS Standard Operating Procedure: Wetland Soil Sampling		Date: 01/09/2018
NEON Doc. #: NEON.DOC.004130	Author: S. Weintraub	Revision: B

B.4 Process soil core

1. The person who will handle the sample should put on a clean, sterilized pair of nitrile gloves (1 pair per x,y location, do not re-use gloves between coordinates). Refer to RD[04] for glove sterilization instructions.
2. Empty contents of corer or core liner onto a sterilized sample tray, using a sterilized extruder if needed. Refer to RD[04] for sterilization instructions.
 - a. If only a small amount of soil is recovered from a 30-cm sample, suggesting significant mass loss upon removal, discard sample (as it is not representative of the target depth) and collect another core as described above
3. Remove and discard any loose organic matter from the top of the core. This includes debris such as twigs, leaves, seeds, live moss, other pieces of plant matter, insects, and animal detritus.
 - a. For high-latitude sites, refer to RD[04] for more information on how to determine where the soil starts
4. Determine whether both organic (O) and mineral (M) horizons are present. This may be more difficult for wetland soils than in uplands as the boundary between O and M horizons is likely to be poorly defined (**Figure 2**).



Figure 2. Example of a typical wetland soil core demonstrating a poorly defined boundary between O and M horizons (Photo credit: US Environmental Protection Agency). Note that gloves should be worn by NEON technicians when handling soil samples.

- a. If both O and M horizons are present and there is an obvious boundary between them, separate the horizons using a clean, sterilized soil knife. Retain either only the O horizon (for microbe-only bouts) or both the O and M horizons (for bouts that include n-transformations and/or biogeochemistry). If keeping both, process as separate samples.

Title: TOS Standard Operating Procedure: Wetland Soil Sampling		Date: 01/09/2018
NEON Doc. #: NEON.DOC.004130	Author: S. Weintraub	Revision: B



- b. If there is no clear distinction between O and M horizons, or the O horizon is < 1cm, process the core as one sample. Choose an O or M designation dependent upon whether the 30-cm core is composed of mostly mineral or mostly organic material.
 - 1) If unsure, take a small mass of soil in your gloved hand and assess the texture. If it feels grainy or gritty, it is likely a mineral soil with high organic matter content. If smooth and a bit greasy, it is probably an organic soil.
 - 2) If still uncertain: make your best guess, record the soil characteristics in **remarks** upon data entry, take a photo, and seek Science input via NEON's issue tracking platform.
5. Refer to Sections **B.4.4** and **B.4.7-9 of RD[04]** for detailed instructions on how to bag, homogenize, and subsample the soil sample(s). Remember that the types of subsamples needed depends on the bout type and sample timing - see Tables 16 and 17 in RD[04].
 - a. Samples may be extremely wet and include a good deal of water. The goal is to drain off as much of this water as possible without discarding too much of the soil material.
 - 1) Allow samples to settle for 2 minutes to enable sand and silt size particles to separate from the water. Then, pour off excess liquid if it is reasonably clear. A useful trick is to insert a sterile scoopula or spoon into the liquid – if the item is visible, the liquid should be poured off, but if not, the water should be kept as part of the homogenized sample.
 - 2) When subsampling for microbes, transfer only the more solid materials into the cryovials and whirpaks. Do this by using a sterile scoopula or spoon to target the solids settled at the bottom of the homogenized soil bag. *Do not overfill cryovial containers with liquid or they will crack upon freezing.*
 - b. If it becomes apparent that insufficient material will be available to create all subsamples, or that not enough homogenized soil will be left over after doing so, extract a second core. Return to the x,y location (ideally following the same path to minimize disturbance) and sample within a 0.5 m radius as described above. Combine material from both cores.
6. Follow instructions for how to stow (sub)samples, enter metadata, and clean and sterilize equipment as described in Sections **B.4.10-13** of RD[04].
7. When recording data:
 - a. For **samplingProtocolVersion**, make sure to choose this SOP.
 - b. Enter **standingWaterDepth** in centimeters, to the nearest centimeter.
8. Remove flags or stakes, move to the next designated subplot, and repeat. Once three locations per plot have been sampled, move to the next plot and complete all procedures detailed above.
9. Follow instructions for sample preservation and transport as described in Section **B.5** of RD[04].
10. Complete all laboratory processing steps as outlined in the SOPs contained in RD[04].



Title: TOS Standard Operating Procedure: Wetland Soil Sampling		Date: 01/09/2018
NEON Doc. #: NEON.DOC.004130	Author: S. Weintraub	Revision: B

SOP C FIELD SAMPLING FOR N TRANSFORMATIONS IN WETLAND PLOTS



This SOP enables N transformation sampling when plots or subplots are covered with shallow standing water, or have a water table at or near the soil surface (e.g. within 30 cm). **Plots that meet either of these criteria MUST use this SOP, regardless of whether the substrate is consolidated or not (e.g. whether a specialized coring device is needed to collect soil).** A good test for presence of a high water table is to extract a 30 cm deep soil core, then check the bore hole. If it begins to fill with water, even if only in the bottom, this SOP must be used **for all samples in that plot** for a given bout (see Box 1).



This is because a high water table can cause nitrogen leaching from the soil sample when using the covered core method outlined in RD[04], and this compromises the integrity of N transformation estimates. Instead of using incubated covered cores, which are ideal in well-drained uplands, the ‘buried bag’ method will be used in plots with standing water or a high water table. Polyethylene sample bags allow for gas exchange but are impermeable to liquids. Thus, they prevent leaching losses and allow reaction products to accumulate while exposing the sample to ambient temperatures, making them similar in nature, though with more disturbance, compared to the covered core method (Binkley and Hart 1989).

Box 1. Guidelines for N transformation field sampling in wetland or wetland-like plots. The goal is to use a consistent method within a given plot x bout combination.

Situation	Action
<i>At least one subplot (x,y location) in the plot is covered with shallow standing water, or has a water table at or near (within 30 cm) of the surface</i>	Follow this SOP (buried bag method) to conduct N transformation sampling for the entire plot
<i>SOP F of RD[04] (covered core method) has already been used in one or two subplots when it is revealed that another target subplot in the plot has a water table at or near (within 30 cm) of the surface</i>	Return to the subplot(s) where covered cores have been installed, remove cores from the ground, and extrude soil into 4 mm polyethylene sample bags. Bury and cover bags as described in this SOP and change incubationMethod to buried bag in the data entry application or paper datasheet
<i>This SOP (buried bag method) was utilized in a flooded plot during the spring sampling bout, but by summer or fall the plot has dried out</i>	Use SOP F of RD[04] (covered core method) to conduct standard N transformation sampling once the plot has dried out
<i>SOP F of RD[04] (covered core method) was used in a plot during the spring sampling bout, but in summer or fall the plot has become flooded</i>	Follow this SOP (buried bag method) to conduct N transformation sampling in summer or fall if the plot has become flooded

Title: TOS Standard Operating Procedure: Wetland Soil Sampling		Date: 01/09/2018
NEON Doc. #: NEON.DOC.004130	Author: S. Weintraub	Revision: B

C.1 Collection of initial soil cores

1. Follow the instructions described above in SOP B (or the procedures in RD[04] if there is no standing water and soil is well-consolidated) to collect, bag, homogenize, subsample and stow soil samples to be used for ‘initial’ N-transformation measurements.
2. Ensure that both O and M horizons are collected, if present and possible to separate.
3. As described in SOP F of RD[04], N transformation processing and extraction must occur within 24 hours of sample collection.

C.2 Deployment of incubated soil cores

1. After collecting an initial soil core, collect another one from as close as possible to the first coring location, making sure to stay within 0.5 m of the x,y coordinate.
2. Remove core from the coring device or liner and transfer it to a 4 mm polyethylene sample bag, disturbing the core structure as little as possible. Use an appropriate shape sample bag as described in SOP A.
3. Prepare a label for the second core by writing the pieces of information below on a piece of all-weather copy paper using pencil, then placing that piece of paper into a small size re-sealable plastic bag.
 - Record the **sampleID**. Recall that **sampleID** is composed of plotID-horizon-coreCoordinateX-coreCoordinateY-collectDate. However, since **collectDate** of the incubated core is not known at time of deployment, this part should be blank (example: ONAQ_001-M-8.5-21-).
 - Also estimate and record **sampleTopDepth** and **sampleBottomDepth**, as this may be easier to assess at the time of deployment versus collection if the hole containing the bag collapses.
4. Place the label bag inside the sample bag.
5. Close the sample bag and **make sure to remove all air**. This may require some ‘squishing’ of the core and that is acceptable - it is important to remove all air from the bag.
6. ‘Bury’ the bag.
 - a. If the bore hole is visible (little or no standing water), place the bag back inside of it.
 - 1) Cover with a few centimeters of leaf litter, loose soil, and other detritus so that the bag will not be in direct sun.
 - 2) With site-host permission, mark the location with a pin flag or stake. If leaving a physical marker is not permitted, record the location with a GPS waypoint, labeling it with the sampleID (no collectDate). This will assist in recovering the sample at the end of the incubation period.



Title: TOS Standard Operating Procedure: Wetland Soil Sampling		Date: 01/09/2018
NEON Doc. #: NEON.DOC.004130	Author: S. Weintraub	Revision: B

- b. If the bore hole is not visible or it collapses (standing water on the plot), use a planting spade or dibble bar to bury the bag.
 - 1) Insert planting spade or dibble bar at ~ 45° angle and pry open a slot in the soil/substrate.
 - 2) Using long-cuffed gloves (as desired/needed to keep hands dry), place the bag into the slot. Try to position it so that the entire bag is buried.
 - 3) Remove the planting spade or dibble bar and allow the soil to collapse around the bag.
 - 4) Pat down soil on top of the bag. This will help make sure it stays in place.
 - 5) With site-host permission, place a 4 ft stake or other appropriate long marker at the location of the buried sample. If not, mark the location with a GPS waypoint, labeling it with the sampleID (no collectDate). This will assist in recovering the sample at the end of the incubation period.

C.3 Collection of incubated soil cores

1. After the appropriate incubation period has passed (refer to RD[04] Appendix E for site-specific guidance), navigate to the location of a buried bag.
2. Using long-cuffed gloves (as desired/needed to keep hands dry), remove the buried bag.
 - a. If there is minor damage to the bag – for example, an animal has torn a small hole in it, still collect but choose ‘other’ for **incubationCondition** and make a note in remarks.
 - b. If there is major damage to the bag – for example, an animal has torn the bag completely open and there is a gaping hole, do not save the sample. Create a record in the data entry application or paper datasheet, but note ‘destroyed’ for **sampleFate** and only record minimal sample information.
 - c. If the bag is damaged but severity is difficult to assess, err on the side of collecting the sample but take a photo, note issue in remarks, and contact NEON Science for input.
3. Dry the bag enough to write on it with a permanent marker and write **collectDate**. This will help in completing the **sampleID** upon return to the domain lab.
4. If there is only one horizon type, or the O horizon is < 1 cm or impossible to separate, no further field processing is needed. If both O and M horizons are clearly present and possible to separate, follow the instruction above in Section B.4 to separate and bag horizons individually.
5. Record all relevant metadata about the sample(s).
 - a. For **samplingProtocolVersion**, make sure to choose this SOP.
 - b. Enter **standingWaterDepth** in centimeters to the nearest centimeter.



<i>Title:</i> TOS Standard Operating Procedure: Wetland Soil Sampling		<i>Date:</i> 01/09/2018
<i>NEON Doc. #:</i> NEON.DOC.004130	<i>Author:</i> S. Weintraub	<i>Revision:</i> B

- c. For **incubationMethod**, choose 'buried bag.'
6. Transfer sample(s) to a cooler with ice packs and then to the lab for processing within 24 hours. Complete all laboratory processing steps as outlined in RD[04].

<i>Title:</i> TOS Standard Operating Procedure: Wetland Soil Sampling		<i>Date:</i> 01/09/2018
<i>NEON Doc. #:</i> NEON.DOC.004130	<i>Author:</i> S. Weintraub	<i>Revision:</i> B

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Title: TOS Standard Operating Procedure: Wetland Soil Sampling		Date: 01/09/2018
NEON Doc. #: NEON.DOC.004130	Author: S. Weintraub	Revision: B

APPENDIX A QUICK REFERENCES

SOIL SAMPLING IN WETLAND PLOTS

REMINDER: Use sterile techniques as much as possible.

STEP 1 – Navigate to a designated soil sampling plot, wearing waders or rubber boots as needed.

STEP 2 – Use plotID and x,y coordinate lists to identify a suitable sampling location. If plot boundaries are covered in standing water, use the laser rangefinder in **HD** mode to locate x,y locations.

STEP 3 – Use an appropriate, sterilized coring device to collect a 30-cm deep soil core, accounting for standing water depth.

STEP 4 – Separate organic (O) and mineral (M) horizons if both are present and a clear distinction exists.

STEP 5 – Bag, homogenize, subsample, and stow samples as outlined in TOS Protocol and Procedure: Soil Biogeochemical and Microbial Sampling, dependent upon plot type and sample timing.

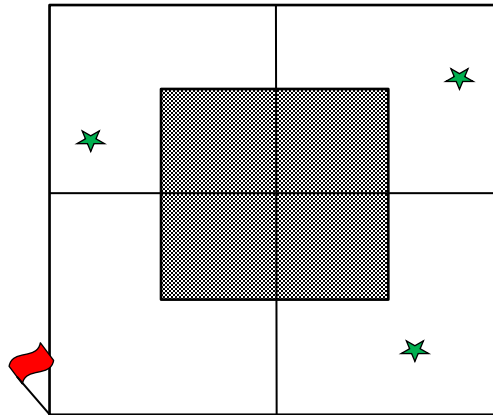


Figure 3 Schematic of a TOS 'bgc' soil sampling plot, with green stars indicating the three x,y sampling locations and red flag indicating the southwest corner (0,0).

N TRANSFORMATIONS IN WETLAND PLOTS

STEP 1 – Collect an 'initial' soil core and distribute required subsamples as needed.

STEP 2 – Collect an additional soil core from the same x,y location and place into a 4 mm polyethylene sample bag. Remove all air and seal.

STEP 3 – Bury sample bag in the soil at that x,y location and mark. Leave in place for the site-specific durations specified in RD[04].

STEP 4 – Return to that x,y location and recover the core. Keep chilled.

STEP 5 – Process and extract initial and incubated soil samples within 24 hours, as specified in TOS Protocol and Procedure: Soil Biogeochemical and Microbial Sampling.

APPENDIX B REMINDERS

COLLECTING QUALITY SOIL SAMPLES

Pre-sampling: Be sure to...

- Charge mobile devices.
- Pre-label and organize sample bags.
- Print soil coordinate lists and back-up data sheets.
- Load GPS coordinates for target plots and review job ticket.
- Obtain dry ice and cold soak coolers if needed.
- Assemble all wetland-specific sampling equipment (coring device, wader/rubber boots, etc).

At soil sample location: Check...

- Are you at the correct potential x,y location?
- Are there visual disturbances or impediments to sampling?
- Did you probe the area within 0.5 m of X,Y coordinates to find a suitable location?
- If a location was rejected, did you record why on the coordinate list?
- Did you record required metadata (plotID, collectDate, standingWaterDepth, etc)?

Coring: Remember to...

- Clean and sterilize durable equipment before use at every sample location.
- Wear clean gloves. Either change or clean gloves between samples.
- Measure soil temperature and leaf litter depth at each sample location if not under water.
- Core to 30 ± 1 cm, accounting for the standing water depth.
- Separate O and M horizons and process separately if both are present.
- Homogenize and drain water from samples prior to field subsampling.

Sample Handling: Be sure to...

- Label sample bags and double check labels against datasheets.
- Store microbial molecular samples in cooler with dry ice, transfer to -80°C freezer in lab.
- Store all other sample types in cooler with ice packs, transfer to 4°C refrigerator in lab.

Cleanup: Remember to...

- Thoroughly clean and dry equipment, especially coring device. Ensure all soil residue is removed.
- Replenish consumables so that sufficient materials are available for next bout.

<i>Title:</i> TOS Standard Operating Procedure: Wetland Soil Sampling		<i>Date:</i> 01/09/2018
<i>NEON Doc. #:</i> NEON.DOC.004130	<i>Author:</i> S. Weintraub	<i>Revision:</i> B

APPENDIX C SITE-SPECIFIC INFORMATION

D05 - TREE, UNDE, STEI	
<p><i>Issue:</i></p> <p>In cedar and wooded sphagnum swamps, there may be an organic soil layer perched on top of dense tree root mats, with an air gap between this perched soil layer and the start of the 'true' soil surface below.</p>	<p><i>Solution:</i></p> <p>If a perched organic soil layer is present at an x,y location deemed suitable for sampling, collect it, then measure the thickness of the perched layer. If less than 30 cm, continue sampling from the true soil surface below, excluding the height of the air gap from the sample depth measurement. For example, if a 5 cm perched O-horizon is sampled, sample up to an additional 25 cm from below the true soil surface. Combine perched O horizon with any additional O-horizon material collected. Make a note in the remarks field that 'soil perched on root mats' was included in the sample.</p>