

Note: As of October 1, 2012 The Water Security Agency and Saskatchewan Ministry of Environment share responsibility and authority for the administration of The Environmental Management and Protection Act, 2010, and The Waterworks and Sewage Works Regulations as pertaining to prescribed waterworks or sewage works in Saskatchewan. Therefore, all material contained within this document applies to waterworks or sewage works governed by the Water Security Agency or the Saskatchewan Ministry of Environment in accordance with their assigned responsibility.

## EPB 281- Sampling Guidelines For Effluents and Receiving Waters

### Sampling Procedures

#### 1. When and Where to Sample

The requirements for when and where to sample are outlined in your current Permit to Operate a Wastewater Works. In most cases these requirements are outlined in the permit's appendices.

Generally this will require:

- sampling is to be conducted during any release of treated effluent;
- samples are normally collected midway during the lagoon discharge period. Lagoons are normally discharged twice each year; once during spring runoff and again during the fall period; and
- some permits will require samples to be collected from receiving streams. These will require samples collected upstream and downstream of the point of discharge.

#### 2. How to Collect the Samples

- persons collecting wastewater samples should take proper protective measures including the use of proper protective gloves; wash your hands carefully with soap and water before and after collecting the sample;
- rinse the sampling containers two times with the effluent or water to be collected;
- the samples should be representative of existing conditions;
- care should be taken to avoid disturbing bottom sediments and allowing these or surface scum to enter the container;
- for bacteriological analysis use the sterile container. Take the cap off the sterile bottle and hold the cap in one hand. Carefully fill the bottle within 6 to 7 millimetres (1/4 inch) of the top. Replace the cap to the bottle without touching the inside of the cap or the mouth of the bottle;
- onsite tests for temperature and pH will need to be done if any samples are being collected for ammonia; and
- samples collected from the receiving streams should be collected:
  - at least 1 metre out from the shore (using a sampling rod);
  - at least 0.3 metres below the surface if sampling from a bridge: and
  - samples should be collected on the upstream side.

For additional information, please contact your Environmental Protection Officer.

### 3. How to Fill Out Shipping Tags

The testing laboratory needs to know what the sample is, who it is from and what tests are required.

- ensure that samples are properly identified by attaching the tag You need to follow your laboratory's specific instructions with respect to labeling;
  
- the labels should include;
  - name and address of the community;
  - type of sample and exact sampling location;
  - date and time of sample collection;
  - be sure to include the parameter "**Group Number**" required. This number is found in your Permit to Operate and usually in the attached appendix; and
  - be sure to identify each sample with the appropriate "**Station Number**" also found in your Permit to Operate

### 4. Shipping

After completing the shipping tags and attaching them securely to each sample container, ship them immediately by bus to arrive at the laboratory no later in the week than Wednesday.

Samples should be placed in insulated coolers. The cooler should contain absorbent material in the event a sample bottle leaks or is broken in transit. Place enough approved ice packs in the cooler so the sample will stay cool but will not freeze during transportation to the lab.

Your laboratory will provide you with their specific shipping instructions

The sample should be received within 48 hours of collection.

### 5. Analysis Required

The analyses required are specific to your Permit to Operate a Wastewater Works. The analyses are now based on the recent Canada-Wide Strategy for Municipal Wastewater Effluent (MWWWE) Guidelines.