

CSO 018 Constructed Wetlands Facility: Influent Sample Discarding

PREPARED BY: CH2M Syracuse
DATE: August 12, 2016
REVISION: 0

During events sampling staff will collect samples per the facility Sampling Plan. In the event that an effluent discharge does not occur during an event, the following procedures shall be followed with regard to discarding influent samples. If an effluent discharge does occur, influent samples must be analyzed by the lab.

- Sampling staff will deliver all influent samples with the Event Tracking Form (attached, version 8/1/16) to the Lab or Metro Board, depending on the time per previously established procedures. Sampling staff shall note on the Event Tracking Form the occurrence/possibility of an effluent discharge as follows:
 - Possibly
 - It is too soon to determine whether an effluent discharge will occur
 - Yes
 - An effluent discharge is already underway
 - No
 - Sampling staff have visually confirmed that the influent diversion has stopped and an effluent discharge will not occur
- On confirmation by sampling staff that there will not be an effluent discharge associated with the influent diversion, the Event Tracking Form will be delivered to the Lab by the sampling staff documenting the completion of the event. Sampling staff will also verbally inform the Lab about the completion of the influent diversion and that an effluent discharge will not occur. Upon this confirmation, the Lab may then discard influent samples not yet analyzed.
 - If sampling staff visually confirm that an effluent discharge will not occur while not collecting or delivering samples, sampling staff may email the Event Tracking Form to the Lab along with the verbal confirmation.

CSO 018 – Event Number Tracking Form

- Include this form with the chain of custody for samples (influent or effluent) collected for analysis at the **start and end of events only**.
- Use military time where indicated.
- Continue influent diversion or effluent discharge numbers in sequential order. Restart numbering at 1 at the beginning of each year.
- If an influent diversion or effluent discharge stops and then restarts, this counts as a new event and the next sequential number should be used for tracking.
- If an influent diversion or effluent discharge is shorter than 30 minutes and samples are not collected, the diversion/discharge still counts as an event number.
- **NOTE: Only fill in the diversion/discharge end date and time at the end of events. Write “IN PROGRESS” if event has not ended.**

Influent Diversion Event:

- Influent Diversion Event Number: _____
- Influent Diversion Event Start Date and Time: _____
- Influent Diversion Event End Date and Time: _____

Effluent Discharge Event:

- Will there be an Effluent Discharge (circle):
 - POSSIBLY, INFLUENT IN PROGRESS
 - YES
 - NO
- Effluent Discharge Event Number: _____
- Effluent Discharge Start Date and Time: _____
- Effluent Discharge End Date and Time: _____

Form Completed By:

Signed

Printed