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Agency

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WASHINGTON DC 20460

Official Business

## TIME SENSITIVE - RESPONSE NEEDED

**IMPORTANT DATES TO REMEMBER**

| | |
|---|---|
| **March 18, 2016:** | **Submit address verification and order PT Samples** |
| **July 1, 2016:** | **DMR-QA Study 36 ends** |
| **August 26, 2016:** | **Submit DMR-QA 36 Results to DMR-QA Coordinator** |
| **October 21, 2016:** | **Submit corrective action reports and retest results to DMR-QA Coordinator, if applicable** |

# IMPORTANT NOTICE TO NPDES PERMITTEES
# DMR-QA Study 36 Announcement

# DMR-QA STUDY 36

**Immediately** verify receipt of DMR-QA Study 36 by either filling out the form below and mailing this page to your state coordinator (listed on pages 7-8) or follow the e-mail instructions at the bottom of this page.

The mailed form must be postmarked on or before **March 18, 2016.**

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**NPDES PERMITTEE ADDRESS VERIFICATION FORM**
**Discharge Monitoring Report - Quality Assurance (DMR-QA) Study 36**
Please provide corrections to the mailing address where all DMR-QA paperwork should be sent.

State [ ▾ ] NPDES Permit Number [ | | | | | | | ]

(2-character State Code + 7 digit Permit Code as shown on the mailing label, for example CA1234567)

If Address is correct, you only need to check this box ☐

| | | | | | |
|---|---|---|---|---|---|
| Facility Name | | | | | |
| Contact Name | | Title | | | |
| Mailing Address | | | | | |
| City | | State | | Zip Code | |
| Phone Number | | Fax Number | | | |
| E-mail Address | | | | | |

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**ELECTRONIC NOTIFICATION PROCEDURE**

You may verify receipt electronically by sending an e-mail on or before **March 18, 2016** to your state DMR-QA coordinator (listed on pages 7-8 of the enclosed instructions). The e-mail should be composed in the following manner:

1. Subject line should contain **ONLY** the NPDES Permit number (2-character State Code + 7-digit Permit Code as shown on the mailing label, for example CA1234567).
2. If you require any changes to the mailing label on this announcement, the body of the e-mail should contain a list including: Company name, Contact Name/Title, Mailing Address, City, State, Zip Code, Facility Type (select one: federal, state, local or commercial/private). Otherwise, you may simply write "No changes to address" in the body of the e-mail.

UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
WASHINGTON, DC 20460

FEB – 2 2016

OFFICE OF
ENFORCEMENT AND
COMPLIANCE ASSURANCE

Dear NPDES Permit Holder:

This letter initiates the 2016 Discharge Monitoring Report - Quality Assurance (DMR-QA) Study 36. By receipt of this letter, you are required, under Clean Water Act (CWA) Section 308, to participate in DMR-QA Study 36 unless your facility is covered by an EPA waiver.[1] Your participation plays a key role in monitoring the quality of data used to assure the integrity of the CWA's National Pollutant Discharge Elimination System (NPDES) program.

DMR-QA Study 36 covers major and select minor NPDES permit holders. You (the permittee) are responsible for ensuring results of DMR-QA Study tests, performed by your in-house and/or contract laboratories, are graded by an accredited Proficiency Testing (PT) Provider. If any graded results are "Not Acceptable," you must follow up with the laboratory to determine the cause of the deficiency and ensure corrective action is taken to prevent future occurrences. While performing tests and analyses, please ensure that your test methods/procedures follow 40 CFR part 136 regulations and applicable guidance. Use the same personnel and equipment as you would for routine NPDES permit compliance monitoring tests.

**What changes were made to DMR-QA Study 36?**
No major changes were made to DMR-QA Study 36 compared to previous studies. Each year there are minor schedule adjustments, so please refer to the table on page 1. Whole Effluent Toxicity (WET) testing laboratories are reminded that for DMR-QA purposes, the point estimation techniques that produce endpoints such as the Inhibiting Concentration 25% (IC25) are the preferred statistical methods in calculating endpoints for effluent chronic toxicity tests. However, laboratories should choose the statistical methods that allow calculation of the endpoint(s) required by the NPDES permit and are used for routine permit compliance tests. Finally, to obtain a new U.S. EPA Laboratory Code or to verify your current code, laboratories should now contact their EPA Regional Coordinator listed on page 6.

**Further information**
Permittees with valid e-mail addresses will receive the DMR-QA Study by e-mail but may request a hard copy. Questions on the national program should be addressed to Brian Krausz (dmrqa@epa.gov, 202-564-3069), EPA's National DMR-QA Coordinator. State and EPA regional DMR-QA contact information is provided on pages 6-8. Please reference your NPDES permit number on all correspondence.

Thank you for your attention to this Clean Water Act Section 308 requirement.

Sincerely,

Edward J. Messina, Director
Monitoring, Assistance, and Media Programs Division
Office of Compliance

Enclosures

[1] EPA is authorized to collect this information under Section 308 of the Clean Water Act, 33 U.S.C. § 1318. This information request is enforceable under 33 U.S.C. § 1319. EPA may grant a waiver from participating in DMR-QA to states with laboratory quality assurance programs approved by EPA as a substitute for the DMR-QA Study. Refer to the footnote on page 2 to determine if you are covered by an EPA waiver, or contact your state coordinator.

# DMR-QA Study 36

## Table of Contents and Schedule



Checklist and Schedule for DMR-QA Study 36

| Deadline* | Permittee | In-House and Contract Laboratories | PT Providers |
|---|---|---|---|
| **March 18, 2016** | ☐ Study 36 begins<br>☐ Send Address Verification Form (inside cover of this package) to the state coordinator by e-mail or postal mail to confirm receipt of Study 36 Announcement<br>☐ Notify all laboratories of DMR-QA Study 36 | ☐ Study 36 begins<br>☐ Order test samples from PT Provider | |
| **July 1, 2016** | ☐ Study 36 ends | ☐ Study 36 ends<br>☐ Send ungraded Data Report to PT Providers (include a list of all NPDES permits using your laboratory data) | ☐ Study 36 ends |
| **July 29, 2016** | | | ☐ Send PT Provider-graded test results, for each permit (listed by NPDES permit numbers), to:<br>- Laboratory<br>- State DMR-QA coordinators |
| **August 12, 2016** | ☐ Ensure laboratories perform retests for any analytes with "Not Acceptable" test results | ☐ Forward PT Provider-graded test results to the Permittee<br>☐ Order retest samples from PT Provider for all "Not Acceptable" analyte test results. If using a WP study to satisfy corrective action, data must be reported to the PT Provider by the published WP study close date, even if it is prior to the DMR-QA deadline of **October 21, 2016.** | |
| **August 26, 2016** | ☐ Send <u>one signed copy</u> of the NPDES Permittee Data Report Form, and copies of the Chemistry/Microbiology and WET Checklists <u>for each laboratory used,</u> to the state DMR-QA coordinator | ☐ Send corrective action letter including any retest results <u>as soon as possible</u> to your Permittee, if applicable. | |
| **October 21, 2016** | ☐ Submit corrective action report including retest results to the state DMR-QA coordinator, if applicable | | |

*** All materials must be <u>sent</u> on or before the date provided.**

# DMR-QA STUDY 36 - Frequently Asked Questions

**Am I required to participate in this DMR-QA Study?**
NPDES Major and select Minor permit holders are required to participate in DMR-QA studies. Be sure to verify the permit number on the front of this package or indicated in your e-mail. If you believe you received this study in error, contact your state DMR-QA coordinator (pages 7-8). Some permit holders are not required to perform the DMR-QA study because they are located in a state that has a laboratory quality assurance program approved by EPA as a substitute for DMR-QA.[2]

**What is the purpose of this DMR-QA Study?**
The purpose of the Discharge Monitoring Report - Quality Assurance (DMR-QA) Study 36 is to ensure the integrity of data submitted by the permittee for DMR reporting requirements and evaluate performance of the laboratories to analyze wastewater samples.

**What laboratory tests are required under DMR-QA?**
Permittees are responsible for having their laboratory(ies) test wastewater analytes that are both in their NPDES permit and included in Study 36. For required Whole Effluent Toxicity (WET) tests, permittees must participate even if the test conditions (e.g., temperature, time of acute test, synthetic seawater matrix, etc.) in the permit do not exactly match those in Study 36. Refer to "WET Testing Laboratory Instructions" (page 5) for more information.

**How should laboratory personnel perform DMR-QA tests?**
For all pollutant parameters, especially field test parameters (e.g., pH, residual chlorine), use the same personnel and equipment as required for NPDES permit compliance monitoring tests. Ensure your test methods and procedures follow 40 CFR part 136 regulations.

**Where can laboratories get test samples?**
Laboratories may order DMR-QA samples from a PT Provider accredited by the American Association for Laboratory Accreditation (A2LA), or ACLASS, a brand of the ANSI-ASQ National Accreditation Board. A list of accredited PT Providers is provided on page 6.

**What should permittees and laboratories do first?**
Permittees must first confirm receipt of this package by March 18, 2016 to their state coordinator (pages 6-8) via e-mail or postal mail. Permittees must also send a copy of the enclosed instructions/checklists to all in-house and contract laboratories. The permittee specifies on the checklist which analyses the laboratory will perform. See Permittee Instructions (page 3) for more information. Upon receipt of instructions, laboratories must order samples from an accredited PT Provider (page 6). This should be done early to allow sufficient time to perform the required analyses and send ungraded results to the PT Provider prior to the close of DMR-QA Study 36 (July 1, 2016). See Laboratory Instructions (pages 4-5) for more information.

**Can I use a Water Pollution (WP) Study to satisfy DMR-QA requirements?**
Yes, permittees may use a WP study to satisfy some or all of the DMR-QA requirements. However, only results from WP studies closing between January 1 and July 1, 2016 will be accepted. See Permittee Instructions for more information (Step 5 on page 3).

**What steps do I take after the proficiency testing?**
After laboratories report their data to the Proficiency Test (PT) Providers, the PT Provider issues a report to the laboratory and the state DMR-QA coordinator, indicating the results were "Acceptable" or "Not Acceptable." The laboratory must then forward a copy of the graded report to the permittee. The permittee subsequently completes the checklists on pages 12-13, indicating the laboratory's grade for each required analyte. One set of checklists must be used for each laboratory. The permittee must also fill out the NPDES Permittee Data Report Form (EPA Form 6400-01, pages 9-11) and submit a signed copy with the completed checklists and copies of the laboratory's graded reports to the state coordinator by August 26, 2016.

**What do I do if a laboratory receives a "Not Acceptable" result?**
If any graded results are "Not Acceptable," the permittee must follow up with the laboratory to determine the cause of the result and take corrective action to prevent future occurrences. The laboratory must order retesting samples, analyze them, and write a corrective action response for the permittee. The permittee then submits retest results and a corrective action report to the state DMR-QA coordinator by October 21, 2016. Note: If using a WP study to satisfy corrective action, data must be reported to the PT Provider by the published WP study close date, even if it is prior to the DMR-QA deadline of **October 21, 2016.**

**Where do I go for more information?**
DMR-QA resources including fill-and-print forms are available at http://www2.epa.gov/compliance/discharge-monitoring-report-quality-assurance-study-program.

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[2] As of January 1, 2016, permittees in the following states have laboratory quality assurance programs approved by EPA as a substitute for DMR-QA: CA, KS, KY, NJ, NV, NC, PA, SC, UT, VA, WV and WI. Louisiana has an approved laboratory quality assurance programs for commercial laboratories only. NPDES permittees in Arkansas, Maine, New Hampshire and Oklahoma that are covered by their State laboratory accreditation program are also exempted from DMR-QA Study 36. Laboratories in Arkansas, Maine, New Hampshire, and Oklahoma not fully certified by the State must perform DMR-QA studies. Check with your state coordinator if you have questions about your state's waiver status.

# NPDES Permittee Instructions

1. Verify your participation in DMR-QA Study 36 by confirming the NPDES permit number on the front of this package or in e-mail. If you believe you received this study in error or have questions about your exemption status, contact your state DMR-QA coordinator (pages 7-8). Please refer to Footnote 2 of the Frequently Asked Questions page (page 2) for a list of exempted states.

2. Follow the instructions on the DMR-QA Study 36 Important Notice (inside front cover of study package) and immediately confirm receipt of this package to your state coordinator via postal mail or e-mail. You must submit your response no later than **March 18, 2016**. If your permit is inactive, please contact your state DMR-QA coordinator immediately.

3. Send copies of these instructions to each contract and in-house laboratory, if applicable. Ensure DMR-QA samples are analyzed by the same laboratories that routinely perform analyses for your Discharge Monitoring Report (DMR) requirements. Indicate which tests the laboratory will perform by checking the appropriate boxes in the "Test Required" column in the enclosed tables (pages 12-13).

4. Ensure that each laboratory uses their U.S. EPA Laboratory Code on all reported results. Make certain your laboratories understand and complete all requirements. Laboratories needing a new U.S. EPA Lab Code or wanting to confirm their existing U.S. EPA Lab Code, should contact their EPA Regional Coordinator listed on page 6. Submit all requests for lab codes at least one week before the PT Providers' WP study due date or one week prior to the DMR-QA Study 36 end date (**July 1, 2016**) to allow time for response.

5. Instruct your laboratory to order samples for analytes that are both in your permit and included in DMR-QA Study 36. Your in-house and contract laboratories must order PT samples from an accredited PT Provider (page 6). Ensure your laboratory orders the samples early enough to allow time to perform the required analyses and send results to the PT Provider prior to the close of DMR-QA Study 36 (**July 1, 2016**). Your laboratory should register your permit number with the PT Provider prior to **July 1, 2016**. **Note:** If your in-house or contract laboratory chooses to use a WP study to satisfy DMR-QA requirements, please inform the laboratory that all data must be reported to the PT Provider by the published WP study close date, even if it is prior to the DMR-QA deadline of **July 1, 2016**. WP studies are only valid for DMR-QA Study 36 if the WP study meets the following requirements:

   a) Samples are offered by an accredited PT Provider (page 6).
   b) The WP study does not close before **January 1, 2016,** or after **July 1, 2016**.
   c) The PT Provider shows the WP results from each of the permittee's regulated analytes on the DMR-QA reporting form.

6. Permittees are responsible for ensuring that laboratories submit data on permittee's behalf to the PT Provider by the end of DMR-QA Study 36 **(July 1, 2016**). Laboratories must send ungraded data to the same PT Provider they received samples from. By **July 29, 2016**, PT Provider-graded test results will be sent back to the laboratories. Permittees will not receive graded reports directly from PT Providers unless they are an in-house laboratory. **Note:** Permittees are not required to report ungraded data to the PT Provider on their laboratories' behalf nor should permittees send ungraded data to their state DMR-QA coordinator.

7. Permittees must require laboratories to forward to them graded results from the PT Provider by **August 12, 2016**. Using these graded results, permittees must fill out the Chemistry/Microbiology Analyte and WET Analyte checklists (pages 12-13) for each laboratory, indicating the analyte tests performed by the laboratory and whether the result was Acceptable or Not Acceptable. Make sure the appropriate NPDES permit number and U.S. EPA Lab Code are on each checklist. If you use more than one laboratory, you must use a separate checklist for each laboratory. If a laboratory reports more than one method to you for any single analyte, you must use a separate checklist for each method reported.

8. Follow the directions on the "NPDES Permittee Data Report Form" (Form 6400-01, pages 9-11) and complete the information. You may use a "fill and print" form available at: http://www2.epa.gov/compliance/discharge-monitoring-report-quality-assurance-study-program. By **August 26, 2016**, you must send a copy of the signed Form 6400-01, graded results, and completed checklists from step 7 for each of your permits to the state DMR-QA coordinator. However, if the PT Provider already submits graded results sorted by permit number to the state DMR-QA coordinator, the permittee is only required to submit Form 6400-01 and the applicable checklists. In this situation, the laboratory should provide a list of its permittees' permit numbers associated with each required analyte to the PT Provider prior to the close of DMR-QA Study 36 or the WP study. Check with your laboratory to determine whether the PT Provider is sending the graded data directly to the state DMR-QA coordinator. Permittees must maintain a copy of the completed NPDES Permittee Data Report Form, checklists and graded laboratory results as a record for at least three (3) years.

9. After receiving laboratory results, permittees must consult with the laboratory and investigate any discrepancies or "Not Acceptable" evaluations reported by the PT Provider. Permittees must identify, and report to the state DMR-QA coordinator, causes and system changes to correct the discrepancies. Laboratories must order retesting samples by **August 12, 2016** for any "Not Acceptable" results and perform the retests as soon as possible. The Corrective Action report should include results from any retest/verification analysis performed and must be sent to the state DMR-QA coordinator before **October 21, 2016**.

# Chemistry/Microbiology Laboratory Instructions

Your laboratory is designated to participate in DMR-QA Study 36 by a NPDES permittee because the permittee uses or plans to use your laboratory to perform chemistry/microbiology analyses to satisfy their NPDES permit requirements during 2016. For measurements of all pollutant parameters, especially field test parameters (pH, residual chlorine, etc.), use the same personnel and equipment as required for NPDES compliance monitoring analyses. Please ensure that your test methods/procedures follow 40 CFR part 136 regulations. Please note that for low level mercury, the concentration range is 20 - 100 ng/L (20 - 100 parts per trillion) and for low level total residual chlorine, the concentration range is 75 - 250 µg/L (75 - 250 parts per billion). If you have questions about whether you should perform the test using the normal or the low level mercury and/or low level total residual chlorine concentration, contact your state DMR-QA coordinator.

1. Each permittee for whom you analyze or provide data in 2016 will determine which analyses you must perform by checking the appropriate boxes on the enclosed "Chemistry/Microbiology Analyte Checklist" (page 12).

2. Order DMR-QA Study 36 chemistry and microbiology samples from one of the Proficiency Test (PT) Providers (page 6). Be sure to allow yourself enough time to perform the analyses before the closing date of DMR-QA Study 36 (**July 1, 2016**). Maintain a copy of all completed order forms for your records.

**Note: You may be able to utilize the results from a Water Pollution (WP) study to meet the requirements of DMR-QA, if all of the following conditions are met:**

a) Samples are offered by an accredited PT Provider (page 6).
b) The WP study does not close before **January 1, 2016,** or after **July 1, 2016**.
c) The PT Provider shows the WP study results of each permittee's regulated analytes on the DMR-QA reporting form.

3. Record your ungraded analytical data and your EPA Lab Code on the Data Reporting Forms received with your samples. Be sure to follow the PT Provider's instructions and deadlines received with these samples.

4. Use of the EPA-assigned Lab Code on all reported results is required. If you need a new EPA Lab Code or need to verify your existing EPA Lab Code, please contact your EPA Regional Coordinator (see contact information on page 6).

5. Send the data requested by each of your permittees to the PT Provider for grading. You must send data to the same PT Provider that you received samples from. Make sure you provide the DMR-QA Study 36 or WP study results to the PT Provider by **July 1, 2016**. If you choose to use a WP study, you must report all data to the PT Provider by their published WP study close date, even if it is prior to the DMR-QA deadline of **July 1, 2016**. Notify the PT Provider that the WP study is being used to satisfy DMR-QA requirements, and send them copies of the analyte checklist(s) if you are reporting via hardcopy.

6. The PT Provider will grade your analyses and send the graded results to you by **July 29, 2016**. If the PT Provider is submitting graded results sorted by permit number to the state DMR-QA coordinator, then you should register your permittees' permit numbers associated with each required analyte with the PT Provider prior to the close of DMR-QA Study 36 or the WP study. Forward the graded results of the analytes to the permittee by **August 12, 2016,** so the permittee can fill out the analyte checklist on page 12.

7. If any graded results are "Not Acceptable," laboratories should coordinate with the permittee to determine the cause of the result and identify corrective action to prevent future occurrences. Laboratories must order retest samples for "Not Acceptable" analyte test results by **August 12, 2016**. The corrective action report and graded retest results must be forwarded to the permittee as soon as possible, but no later than **October 21, 2016**.

# WET Testing Laboratory Instructions

Your laboratory is designated to participate in DMR-QA Study 36 by a NPDES permittee because the permittee uses or plans to use your laboratory to perform Whole Effluent Toxicity (WET) analyses during 2016. For all analytes, use the same personnel and equipment as required for NPDES permit compliance monitoring analyses. Labs should ensure that WET test methods/procedures follow instructions from your PT Provider and EPA's WET test manuals referenced below, which include both EPA's promulgated WET test methods at 40 CFR part 136 and EPA's recommended West Coast WET test methods.

1. The permittee(s) determine which analyses you will perform by checking the appropriate boxes on the enclosed WET Analyte checklist (page 13). Labs should ensure that the permittee has selected the test organism(s) and testing conditions that most closely resemble those required by the permit for which you are supplying test results. Use the guidelines immediately below and the table on page 13 to select the proper WET tests.

**Guidelines for Choosing the Correct WET Test Organism/Conditions/Endpoint(s)**

- Laboratories should only report one endpoint for each DMR-QA WET test code required.
- For laboratory performance quality assurance (QA) purposes only, the point estimation techniques that produce endpoints such as the Inhibiting Concentration 25% (IC25) are the preferred statistical methods in calculating endpoints for effluent chronic toxicity tests. However, laboratories should choose the statistical methods that allow calculation of the endpoint(s) required by the NPDES permit and are used for routine permit compliance tests. For example, if the permit specifies a No Observable Effect Concentration (NOEC) endpoint for Survival and it is reported regularly on DMR's, this endpoint may be reported for DMR-QA, even if it is no longer listed on the WET analyte checklist.
- If the permit requires WET testing with Fathead minnows, *Ceriodaphnia dubia, Daphnia magna, Daphnia pulex, Americamysis bahia (Mysidopsis bahia)*, Inland silverside (*Menidia beryllina*) or Sheepshead minnow (*Cyprinodon variegatus*), test those organisms listed in each permit using the test conditions, including temperature, defined in the WET Test Codes.
- If the permit's WET testing conditions for *Ceriodaphnia dubia* specify 48-h acute, non-renewal testing, conduct this test using the static, renewal acute conditions defined by WET Test Codes 19 and 20. The testing conditions defined for these WET Test Codes have been proven to provide an appropriate measure of your ability to perform WET testing with *Ceriodaphnia dubia*.
- If the permit's WET testing conditions for *Daphnia magna and Daphnia pulex* specify 48-h acute renewal testing, you must conduct this test using the non-renewal conditions specified in WET Test Codes 32 and 38.
- If the permit's WET testing conditions require 24, 48, or 96-h acute testing using any of the organisms included in Study 36, use the 48-h acute test conditions specified in the WET Test Codes.
- If the permit requires 20°C acute testing for any organisms included in Study 36, use 25°C acute test conditions specified in the WET Test Codes.

2. Order DMR-QA toxicity samples from an accredited PT Provider (page 6). Allow yourself enough time to perform the analyses before the closing date of DMR-QA Study 36 (**July 1, 2016**). Maintain a copy of all completed order forms for your records.

3. Record your ungraded analytical data and EPA Lab Code number on the Data Report Form received with your samples. Be sure to follow the PT Provider's instructions and deadlines received with the samples. You must use the EPA-assigned Lab Code on all reported results. If you need a new EPA Lab Code or to verify your current code, contact your EPA Regional Coordinator (page 6).

4. Send the ungraded data requested by each of your permittees to the PT Provider for grading. You must send it to the same PT Provider that you received samples from. Make sure you provide the DMR-QA Study 36 study results by **July 1, 2016**.

5. The PT Provider will grade your results and send them to you by **July 29, 2016**. If the PT Provider is submitting graded results sorted by permit number to the state DMR-QA coordinator, then you should register your permittees' permit numbers associated with each required analyte with the PT Provider prior to the close of DMR-QA Study 36 or the WP study. Forward the graded results of the analytes to the permittee by **August 12, 2016** so the permittee can fill out the analyte checklist on page 13.

6. If any graded results are "Not Acceptable," laboratories should coordinate with the permittee to determine the cause of the result and identify corrective action to prevent future occurrences. Laboratories must order retest samples for "Not Acceptable" analyte test results by **August 12, 2016**. The corrective action report and graded retest results must be forwarded to the permittee as soon as possible, but no later than **October 21, 2016**.

**Reference Manuals: (see http://www.epa.gov/cwa-methods/whole-effluent-toxicity-methods)**


1. *Methods for Measuring the Acute Toxicity of Effluents to Freshwater and Marine Organisms, Fifth Edition*, October 2002. U.S. Environmental Protection Agency, Office of Water, Washington, DC, EPA 821-R-02-012.
2. *Short-term Methods for Estimating the Chronic Toxicity of Effluents and Receiving Waters to Freshwater Organisms, Fourth Edition*, October 2002. U.S. Environmental Protection Agency, Office of Water, Washington, DC, EPA 821-R-02-013.
3. *Short-term Methods for Estimating the Chronic Toxicity of Effluents and Receiving Waters to Marine and Estuarine Organisms, Third Edition*, October 2002. U.S. Environmental Protection Agency, Office of Water, Washington, DC, EPA 821-R-02-014.
4. *Method Guidance and Recommendations for Whole Effluent Toxicity (WET) Testing (40 CFR Part 136).* July, 2000. U.S. Environmental Protection Agency, Office of Water, Washington, DC, EPA-821-B -00-004.
5. *Short-term Methods for Estimating the Chronic Toxicity of Effluents and Receiving Waters to West Coast Marine and Estuarine Organisms, 1st Ed.*, 1995, U.S. Environmental Protection Agency, Office of Research and Development, Cincinnati, OH, EPA/600/R-95/136. http://cfpub.epa.gov/si/si_public_record_report.cfm?dirEntryId=46584.

# Accredited Proficiency Testing Providers

The following Proficiency Test (PT) Providers are accredited by A2LA or ACLASS. A2LA and ACLASS have each been designated a Proficiency Testing Oversight Body (PTOB)/Proficiency Testing Provider Accreditor (PTPA) by The NELAC Institute (TNI). Find the following PT Providers on the internet at: http://www.nelac-institute.org/ptproviders.php.

| NELAC-Accredited Provider | Chem | Micro | WET |
|---|---|---|---|
| NYS DOH Environmental Laboratory Approval Program, Albany, NY<br>Dr. Kenneth Aldous (518) 474-7161 elap@health.state.ny.us | X | X | |
| Environmental Resource Associates (ERA), Golden, CO<br>(800) 372-0122<br>interlabgroup@eraqc.com; info@eraqc.com www.eraqc.com | X | X | X |
| Absolute Standards, Inc., Hamden, CT<br>Mr. Stephen Arpie (203) 281-2917 or (800) 368-1131<br>stephen@absolutestandards.com www.absolutestandards.com | X | X | |
| Phenova Inc., Golden, CO<br>(866) 942-2978<br>info@phenova.com www.phenova.com | X | X | X |
| Advanced Analytical Solutions, LLC, Parkersburg, WV<br>Fred Anderson (304) 485-6325<br>Fred@advancedqa.com www.advancedqa.com | X | X | |
| Sigma Aldrich RTC, Laramie, WY<br>Mrs. Jennifer Duhon (307) 742-5452 Fax: (855) 831-9211<br>RTCPTgroup@sial.com www.sigmaaldrich.com | X | X | X |
| NSI Lab Solutions, Raleigh, NC<br>Mr. Mark Hammersla (919) 789-3000<br>mark.hammersla@nsilabsolutions.com www.nsilabsolutions.com | X | X | |

# EPA Regional DMR-QA Coordinators

**EPA Region 1**
(CT, MA, ME, NH, RI, VT)
Denny Dart
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Dart.Denny@epa.gov

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(NJ, NY, PR, VI)
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**EPA Region 3** (DC, DE, MD, PA, VA, WV)
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(913) 551-7892
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**EPA Region 8** (CO, MT, ND, SD, UT, WY)
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*Some or all permittees in these states may not be required to participate in DMR-QA due to a full or partial waiver agreement with EPA.

**Your coordinator may change.**

**Please consult: http://www2.epa.gov/compliance/state-discharge-monitoring-report-quality-assurance-dmr-qa-coordinators and http://www2.epa.gov/compliance/regional-discharge-monitoring-report-quality-assurance-dmr-qa-coordinators for the latest list of coordinators.**

**For additional questions, contact US EPA Headquarters:**

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# United States Environmental Protection Agency

**Office of Enforcement and Compliance Assurance**
**Washington, DC 20460**

## DMR-QA Study 36

(This data is collected under the authority of Section 308 of the Clean Water Act.)

### Paperwork Reduction Act Notice



### Instructions for the NPDES Permittee Data Report Form

1. This is a two-page form.

2. Enter your NPDES permit number at the top of pages 10 and 11.

3. You must fill in the 2-digit **permit extension** field at the top of page 10 if there is an extension for your permit code. If you have one, the extension will appear next to your permit code in the address box on page 11; for example: "NPDES Permittee CA1234567-**01**." If there is no extension, leave this field blank.

4. Identify each of your laboratories on page 11, including their U.S. EPA Lab code which is a unique identifier number assigned by EPA. (Refer to page 3, item 4 in the Study 36 packet) (NOTE: The U.S. EPA lab code of the laboratory that produced the data must also appear at the top of the Chemistry/ Microbiology and WET analyte checklists on pages 12-13.)

5. Make copies of pages 10 and 11. Attach a copy of these pages to the Chemistry/Microbiology and WET analyte checklists. Separate copies of each checklist must be filled out for each laboratory you used. Also, if a laboratory reports more than one method to you for any single analyte, you must use a separate checklist for each method reported. These checklists must indicate the graded results for the analytes tested by the laboratory that are in your permit and required for DMR-QA (Acceptable or Not Acceptable). For Study 36, it is optional but encouraged to write in the approved test method used for DMR-QA Chemistry/Microbiology analytes. If you use a state-certified laboratory to generate your NPDES data in a state that has been granted a partial exemption from the DMR-QA study by the EPA Region, check the "Analyte determined by state-certified laboratory" box(es) on the checklists (pages 12 and 13) for all analytes in your permit analyzed by a certified laboratory.

6. Sign and date the certification statement on page 10.

7. Make copies of the NPDES Permittee Data Report form and checklists for your records.

8. Submit the signed copy of the Permittee Data Packages by e-mail or postal mail to the State DMR-QA coordinator **no later than August 26, 2016.**

# United States Environmental Protection Agency

**Office of Enforcement and Compliance Assurance**
**Washington, DC 20460**

## DMR-QA Study 36

(This data is collected under the authority of Section 308 of the Clean Water Act.)

## NPDES Permittee Data Report Form

**Attention:** Follow the instructions on the previous page to complete this form and submit data for evaluation.

**Due August 26, 2016**

State | NPDES Permit Number | Permit Extension

Permittee Name

Current Permittee Mailing Address

City | State | Zip Code

Phone Number | Fax Number | E-mail

*Optional: If WP Study was used, list PT Provider name(s):* | *Optional: WP Study Number(s)*

For DMR-QA Study 36, conducted in 2016, the Permittee ensured that their laboratory(s) performing the required analyses:

| Received PT Samples | Submitted Complete and Accurate Data by July 1, 2016 | Received a Graded Report by July 29, 2016 |
|---|---|---|
| Yes ☐ No ☐ | Yes ☐ No ☐ | Yes ☐ No ☐ |

### Certification by Permit Holder or Authorized Representative

(as per 40 CFR Section 122.22)

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. Each reported value was produced from a single analytical run using the analytical system that routinely performs these analyses to produce compliance monitoring data required under our National Pollutant Discharge Elimination System (NPDES) permit. Neither I nor any of my subordinates compared our results with results from independent analyses conducted by us or any other laboratory before we reported our results to the U.S.EPA. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Name of Certifying Official | Title

Signature | Date

*Address, phone number and e-mail of certifying official are required if different from above.*

Address | Phone Number

City | State | Zip Code | E-mail

# United States Environmental Protection Agency

**Office of Enforcement and Compliance Assurance**
**Washington, DC 20460**

## DMR-QA Study 36

(This data is collected under the authority of Section 308 of the Clean Water Act.)

| Permittee Name | State | NPDES Permit No. | Permit Extension |
|---|---|---|---|
| | | | |

**Identification of all CHEM, MICRO and WET laboratories who performed analyses for this permit**

| Name of Laboratory | Address of Laboratory | U.S. EPA Lab Code | Lab Analysis (Check box(es) that apply) | | | Lab Type* | State-certified Lab** |
|---|---|---|---|---|---|---|---|
| | | | Chem | Micro | WET | | |
| | | | ☐ | ☐ | ☐ | | ☐ |
| | | | ☐ | ☐ | ☐ | | ☐ |
| | | | ☐ | ☐ | ☐ | | ☐ |
| | | | ☐ | ☐ | ☐ | | ☐ |
| | | | ☐ | ☐ | ☐ | | ☐ |
| | | | ☐ | ☐ | ☐ | | ☐ |

* Lab Types: C = Commercial F = Federal G = Local Government I = Industrial O = Other S = State

** See Footnote on page 2 (Frequently Asked Questions) for the current list of states with lab accreditation programs

*If you need additional space, please make a copy of this page for additional laboratories.*

Permittee name _____ State ☐ NPDES Permit No. _____ EPA Lab Code _____

# Chemistry/Microbiology Analyte Checklist

DMR-QA Study 36

| Analyte Test | Test Required | Method Number Used (optional) | Laboratory's Graded Result: Acceptable | Laboratory's Graded Result: Not Acceptable (Corrective Action Required) | Analyte determined by state-certified lab* |
|---|---|---|---|---|---|
| ***Microbiology*** | | | | | |
| *E. coli.*, MF or MPN | ☐ | | ☐ | ☐ | ☐ |
| Fecal Coliform, MF or MPN | ☐ | | ☐ | ☐ | ☐ |
| Total Coliform, MF or MPN | ☐ | | ☐ | ☐ | ☐ |
| ***Trace Metals*** | | | | | |
| Aluminum | ☐ | | ☐ | ☐ | ☐ |
| Antimony | ☐ | | ☐ | ☐ | ☐ |
| Arsenic | ☐ | | ☐ | ☐ | ☐ |
| Barium | ☐ | | ☐ | ☐ | ☐ |
| Beryllium | ☐ | | ☐ | ☐ | ☐ |
| Cadmium | ☐ | | ☐ | ☐ | ☐ |
| Chromium, total | ☐ | | ☐ | ☐ | ☐ |
| Chromium, hexavalent | ☐ | | ☐ | ☐ | ☐ |
| Cobalt | ☐ | | ☐ | ☐ | ☐ |
| Copper | ☐ | | ☐ | ☐ | ☐ |
| Iron | ☐ | | ☐ | ☐ | ☐ |
| Lead | ☐ | | ☐ | ☐ | ☐ |
| Manganese | ☐ | | ☐ | ☐ | ☐ |
| Mercury | ☐ | | ☐ | ☐ | ☐ |
| Mercury (Low Level) | ☐ | | ☐ | ☐ | ☐ |
| Molybdenum | ☐ | | ☐ | ☐ | ☐ |
| Nickel | ☐ | | ☐ | ☐ | ☐ |
| Selenium | ☐ | | ☐ | ☐ | ☐ |
| Silver | ☐ | | ☐ | ☐ | ☐ |
| Thallium | ☐ | | ☐ | ☐ | ☐ |
| Vanadium | ☐ | | ☐ | ☐ | ☐ |
| Zinc | ☐ | | ☐ | ☐ | ☐ |
| ***Demands*** | | | | | |
| 5-day BOD | ☐ | | ☐ | ☐ | ☐ |
| 5-day Carbonaceous BOD | ☐ | | ☐ | ☐ | ☐ |
| COD | ☐ | | ☐ | ☐ | ☐ |
| TOC | ☐ | | ☐ | ☐ | ☐ |
| ***Minerals*** | | | | | |
| Alkalinity, total ($CaCO_3$) | ☐ | | ☐ | ☐ | ☐ |
| Chloride | ☐ | | ☐ | ☐ | ☐ |
| Fluoride | ☐ | | ☐ | ☐ | ☐ |
| Hardness, total ($CaCO_3$) | ☐ | | ☐ | ☐ | ☐ |
| Specific conductance (25°C) | ☐ | | ☐ | ☐ | ☐ |
| Sulfate | ☐ | | ☐ | ☐ | ☐ |
| Total Dissolved Solids (180°C) | ☐ | | ☐ | ☐ | ☐ |
| ***Nutrients*** | | | | | |
| Ammonia as N | ☐ | | ☐ | ☐ | ☐ |
| Nitrate as N | ☐ | | ☐ | ☐ | ☐ |
| Nitrite as N | ☐ | | ☐ | ☐ | ☐ |
| Orthophosphate as P | ☐ | | ☐ | ☐ | ☐ |
| Total Kjeldahl-Nitrogen as N | ☐ | | ☐ | ☐ | ☐ |
| Total Phosphorus as P | ☐ | | ☐ | ☐ | ☐ |
| ***Misc. Analytes*** | | | | | |
| Non-Filterable Residue (TSS) | ☐ | | ☐ | ☐ | ☐ |
| Oil and Grease | ☐ | | ☐ | ☐ | ☐ |
| pH | ☐ | | ☐ | ☐ | ☐ |
| Total Cyanide | ☐ | | ☐ | ☐ | ☐ |
| Total Phenolics (4-AAP) | ☐ | | ☐ | ☐ | ☐ |
| Total Residual Chlorine | ☐ | | ☐ | ☐ | ☐ |
| Total Residual Chlorine (Low Level) | ☐ | | ☐ | ☐ | ☐ |
| Settleable Solids | ☐ | | ☐ | ☐ | ☐ |
| Turbidity | ☐ | | ☐ | ☐ | ☐ |

Name _____ Signature _____ Date _____

* See Footnote on page 2.



**Complete a separate checklist for EACH lab.**

Permittee name _____ State ☐ NPDES Permit No. _____ EPA Lab Code _____

# WET Analyte Checklist

## DMR-QA Study 36

| Analyte Number | Organism / Conditions | Endpoint | Test Required | Laboratory's Graded Result | | Analyte determined by state-certified lab* |
|---|---|---|---|---|---|---|
| | | | | Acceptable | Not Acceptable (Corrective Action Required) | |
| **Test Code 13 (refer to EPA Method 2000)** | | | | | | |
| 754 | Fathead minnow (*Pimephales promelas*) - MHSF 25°C | LC50 | ☐ | ☐ | ☐ | ☐ |
| **Test Code 14 (refer to EPA Method 2000)** | | | | | | |
| 755 | Fathead minnow (*Pimephales promelas*) - 20% DMW | LC50 | ☐ | ☐ | ☐ | ☐ |
| **Test Code 15 (refer to EPA Method 1000)** | | | | | | |
| 756 | Fathead minnow (*Pimephales promelas*) - MHSF | NOEC SURVIVAL | ☐ | ☐ | ☐ | ☐ |
| 808 | Fathead minnow (*Pimephales promelas*) - MHSF | **IC25** (ON) GROWTH** | ☐ | ☐ | ☐ | ☐ |
| 810 | Fathead minnow (*Pimephales promelas*) - MHSF | NOEC (ON) GROWTH | ☐ | ☐ | ☐ | ☐ |
| **Test Code 16 (refer to EPA Method 1000)** | | | | | | |
| 759 | Fathead minnow (*Pimephales promelas*) - 20% DMW | NOEC SURVIVAL | ☐ | ☐ | ☐ | ☐ |
| 812 | Fathead minnow (*Pimephales promelas*) - 20% DMW | **IC25** (ON) GROWTH** | ☐ | ☐ | ☐ | ☐ |
| 814 | Fathead minnow (*Pimephales promelas*) - 20% DMW | NOEC (ON) GROWTH | ☐ | ☐ | ☐ | ☐ |
| **Test Code 19 (refer to EPA Method 2002)** | | | | | | |
| 764 | *Ceriodaphnia dubia* - MHSF 25°C | LC50 | ☐ | ☐ | ☐ | ☐ |
| **Test Code 20 (refer to EPA Method 2002)** | | | | | | |
| 765 | *Ceriodaphnia dubia* - 20% DMW 25°C | LC50 | ☐ | ☐ | ☐ | ☐ |
| **Test Code 21 (refer to EPA Method 1002)** | | | | | | |
| 766 | *Ceriodaphnia dubia* - MHSF | NOEC SURVIVAL | ☐ | ☐ | ☐ | ☐ |
| 767 | *Ceriodaphnia dubia* - MHSF | **IC25** REPRODUCTION** | ☐ | ☐ | ☐ | ☐ |
| 768 | *Ceriodaphnia dubia* - MHSF | NOEC REPRODUCTION | ☐ | ☐ | ☐ | ☐ |
| **Test Code 22 (refer to EPA Method 1002)** | | | | | | |
| 769 | *Ceriodaphnia dubia* - 20% DMW | NOEC SURVIVAL | ☐ | ☐ | ☐ | ☐ |
| 770 | *Ceriodaphnia dubia* - 20% DMW | **IC25** REPRODUCTION** | ☐ | ☐ | ☐ | ☐ |
| 771 | *Ceriodaphnia dubia* - 20% DMW | NOEC REPRODUCTION | ☐ | ☐ | ☐ | ☐ |
| **Test Code 32 (refer to EPA Method 2021)** | | | | | | |
| 788 | *Daphnia magna* - MHSF 25°C | LC50 | ☐ | ☐ | ☐ | ☐ |
| **Test Code 38 (refer to EPA Method 2021)** | | | | | | |
| 794 | *Daphnia pulex* - MHSF 25°C | LC50 | ☐ | ☐ | ☐ | ☐ |
| **Test Code 42 (refer to EPA Method 2007)** | | | | | | |
| 798 | Mysid (*Americamysis bahia, Mysidopsis bahia*) 25°C | LC50 | ☐ | ☐ | ☐ | ☐ |
| **Test Code 43 (refer to EPA Method 1007)** | | | | | | |
| 799 | Mysid (*Americamysis bahia, Mysidopsis bahia*) | NOEC SURVIVAL | ☐ | ☐ | ☐ | ☐ |
| 816 | Mysid (*Americamysis bahia, Mysidopsis bahia*) | **IC25** (ON) GROWTH** | ☐ | ☐ | ☐ | ☐ |
| 818 | Mysid (*Americamysis bahia, Mysidopsis bahia*) | NOEC (ON) GROWTH | ☐ | ☐ | ☐ | ☐ |
| **Test Code 44 (refer to EPA Method 2006)** | | | | | | |
| 803 | Inland silverside (*Menidia berylina*) 25°C | LC50 | ☐ | ☐ | ☐ | ☐ |
| **Test Code 45 (refer to EPA Method 1006)** | | | | | | |
| 824 | Inland silverside (*Menidia berylina*) | NOEC SURVIVAL | ☐ | ☐ | ☐ | ☐ |
| 825 | Inland silverside (*Menidia berylina*) | **IC25** (ON) GROWTH** | ☐ | ☐ | ☐ | ☐ |
| 826 | Inland silverside (*Menidia berylina*) | NOEC (ON) GROWTH | ☐ | ☐ | ☐ | ☐ |
| **Test Code 46 (refer to EPA Method 2004)** | | | | | | |
| 804 | Sheepshead minnow (*Cyprinodon variegatus*) 25°C | LC50 | ☐ | ☐ | ☐ | ☐ |
| **Test Code 47 (refer to EPA Method 1004)** | | | | | | |
| 805 | Sheepshead minnow (*Cyprinodon variegatus*) | NOEC SURVIVAL | ☐ | ☐ | ☐ | ☐ |
| 820 | Sheepshead minnow (*Cyprinodon variegatus*) | **IC25** (ON) GROWTH** | ☐ | ☐ | ☐ | ☐ |
| 822 | Sheepshead minnow (*Cyprinodon variegatus*) | NOEC (ON) GROWTH | ☐ | ☐ | ☐ | ☐ |

Name _____ Signature _____ Date _____

*See Footnote on page 2.

**Preferred endpoint for DMR-QA performance test reporting.



**Complete a separate checklist for EACH lab.**