

Bioresources - Tankered Trade Waste			
Document Title	SOP 01 TDW Sampling		
Document Owner Role	Process Manager	Version Number	3.0
Date of Last Review	21/10 /21	Date of next Review	21/10/22
Identified Risks			
<ul style="list-style-type: none"> • HS&W risks associated with unsuitable / volatile / hazardous waste streams. • Excessive solids could damage the pipework infrastructure • Activated Sludge Process lanes collapse: from Overloading of nutrients <ul style="list-style-type: none"> ○ Inhibition of the microbial activity through the introduction of too many inhibitory compounds such as metals or cyanide or pH concentrations are too extreme • Digestors inhibits Methane (CH₄) generation due to: <ul style="list-style-type: none"> ○ excessive volume of heavy metals such as Chromium (Cr III) and Cadmium (Cd) ○ They can poison the active bacteria and inhibit the methanogenic bacteria ○ This leads the presence of organic acids • Combined Heat Power process impacted by: <ul style="list-style-type: none"> ○ High concentrations of Hydrogen Sulphide (H₂S) can damage engines ○ High concentrations of Siloxanes (Si) pas through the biogas and result in silica deposits. ○ These damage the engine valves, oil life etc leading to greater downtime and more equipment to be replaced • Compliance risks: <ul style="list-style-type: none"> ○ Loss of waste permits if waste not listed on them permitted or waste does not have the appropriate EWC. ○ Final effluent discharge consents missed due to high solids or heavy metals or Phosphorus (P) ○ BAS Compliance for Biosolids non-conforming if too high metal content ○ Wider environmental damage from failures of the treatment processes due to unsuitable waste streams being accepted. 			
<p>If this is a printed version please ensure that it is still within the current review period, if not 'DO NOT USE' and contact your line manager for a new version</p>			
<p style="text-align: center;">Remember – If you can't do the job safely, don't do it. 'DO NOT CARRY OUT THE PROCEDURE' And seek advice from your line manager</p>			

Introduction
<p>This procedure provides an overview of the sampling of TDW. It looks at pre -site visit preparation, pre-sampling checks, the sampling procedure, sample storage and reporting procedures.</p>

Key Roles and Responsibilities	
Tankered Trade Waste Manager (TWM):	<ul style="list-style-type: none"> ○ Ensure that the approval process is followed ○ Ensure that the operating procedures are followed ○ Ensure that the Tankered Trade Waste Technicians (TTWT) have undergone appropriate training ○ Can make approval decisions if they have been deemed as technically competent ○ Investigate HSW & Environmental concerns from the TTWT
Tankered Process Team (TPT):	<ul style="list-style-type: none"> ○ Reviewing and updating the approval process as required ○ Reviewing and deciding on Low and Medium Risk Waste-streams within a timely manner ○ Reviewing WAF details to ensure they are completed in line with our requirements (e.g. correct EWC, SIC, details on origin of waste) ○ Notifying the commercial team once a decision has been made regarding a rejection/acceptance. ○ Setting discharge conditions for Low risk waste-streams ○ Establish site limits on testing parameters such as potentially toxic elements (PTEs) and review in-line with Biosolids and Effluent results
Tankered Domestic Waste Technicians (TDWT)/Technical Competent Persons(TCP):	<ul style="list-style-type: none"> ○ Approval of low-risk waste streams ○ Escalating concerns to TWM or TPT where H&S, regulatory compliance or processes are at risk ○ Ensure all the analysis bottles are within the expiry date or order new ones via email: HelpdeskSTW.UKEnviro@alsglobal.com ○ Ensure sufficient TDW samples are collected for the analysis required ○ The TDW Compliance Tech has responsibility for the process ○ The onsite sampling is completed by our contractors Enitial. ○ The Enitial Tech must ensure all equipment is cleaned before sampling and between taking different samples. ○ The Enitial Tech to fully complete the ARFs, TDW Technician Data forms and TDW Sampling Summary Form. ○ The Enitial Tech to submit the ARF form and sample bottles to a Severn Trent Water waste water collection point. ○ The TDW Compliance Tech to make DDL the framework courier aware of the samples submission if they are not at a regular site for collection. ○ The Enitial Tech should submit the TDW Sampling Technician Data Forms, TDW Sampling Summary Form and all relevant photographs to their line manager on the day of sampling. Their Manager must send all sampling details to the TDW Compliance Tech within two working days.

Required Training	
Tankered Trade Waste Technicians (TDW)	<ul style="list-style-type: none"> • In date EMS training • At least 6 months experience in the waste industry (if they are approving low risk wastes) HNC Chemistry, University Degree in a Scientific Area or similar experience • Experience undertaking sampling and lab testing • How to use CWID
Tankered Process Team (TPT)	<p>The requirements for the TTWT in addition to:</p> <ul style="list-style-type: none"> • Tankered Waste experience or 12 months experience in the waste industry • CIWM Hazardous Waste Classification course • Cranfield University Biological Processes/Activated Sludge Treatment course • University degree or similar level of experience and knowledge in a Scientific Area
Tankered Trade Waste Manager (TWM):	<ul style="list-style-type: none"> • In date EMS training • Experience of working in the Waste Industry • Understanding of Health, Safety, Wellbeing and Environmental Compliance

Documentation & Resources	
<ul style="list-style-type: none"> • Standard Operating Procedures (SOP) • CWID (Commercial Waste Information Database) • Analysis Request Form (ARF Form) • TDW Sampling Summary Form • TDW Technician Data Sampling Form • COSHH Repository • QUIS Database access • Tankered domestic waste sampling point codes • Sample tag number labels • Sampling bottles • QUIS Database access • Safety footwear, high vis clothing, hard hat or bump cap, eye protection and gloves • A clean bucket and jug • A device for taking photographs • Access to a waste water sample collection point • 	

Procedure:

As it is a Low Risk activity, Tankered Domestic Waste (TDW) customers are permitted to discharge at a greater range of sites than Tankered Trade Waste, and therefore not to be routinely sampled. However, there is a risk that waste streams classed as domestic are non-compliant. Therefore ad hoc and intensive sampling (related to site issues) of TDW is required to counter this.

Frequency

Below is a snapshot of the sampling carried out in recent months together with the frequency. The full sampling program is stored under the Enitial Booking sheet in the TTW commcell area.

Monthly 2021 one full day

Site	Map point	Postcode		Oct		No v	Dec	
Wanlip	10	LE7 4PF	10/8/2020		11/18/2020		8/12/20 1/2 day	
Minworth	26	B76 9DP			11/17/2020		1/12/20 (1/3 day)	
Netheridge	8	GL2 5LF						
Derby	7	DE21 7BR	10/5/2020		11/19/2020		7/12/20 1/2 day	12/16/2020
Strongford	24	ST12 9EX	10/7/2020		11/18/2020		12/22/2020	
Rushmoor	27	TF6 5EX					12/15/2020	
Worcester	30	WR2 4ZP	10/2/2020		11/24/2020			
Barston	32	B92 0HY					1/12/20 (1/3 day)	
Monkmoor	21	SY2 5TL	10/13/2020					

Monthly half days (from May 2021) or 1 day every 2 months

Site	Map point	Postcode	Oct		Nov		Dec	
Alfreton CLOSED	1	DE55 7FF						
Armthorpe	2	DN3 3EH						
Bromsgrove	3	B60 3EX						
Clay mills	4	DE13 ODB					7/12/20 1/2 day	
Hayden	5	GL51 0SP						
Finham	6	CV3 6SD	10/13/2020					
Kidderminster	9	DY11 7QL	10/6/2020					

Loughborough	11	LE11 0AJ					8/12/20 1/2 day
Mansfield	12	NG18 2BU	10/15/2020				
Crankley Point	13	NG24 2AL	10/15/2020				
Stoke Bardolph	14	NG14 5HL	10/15/2020				
Newthorpe	15	NG16 2DE	10/15/2020				
Hartshill	16	CV10 0SA					1/12/20 (1/3 day)
Mile Oak	17	SY10 8HA					
Redditch	18	B80 7EU					
Rugby	19	CV21 1HF					
Scunthorpe	20	DN17 2BU					
Newtown	22	SY16 2AS					
Brancote	23	ST18 0XX					
Roundhill	25	DY7 2QU	10/8/2020				
Rushmoor	27	TF6 5EX	10/6/2020	10/13/2020	11/19/2020		
Goscote	28	WS3 1SB			11/16/2020		
Barnhurst	29	WV9 5HN			11/16/2020		
Worksop	31	S81 0UD					

Sampling will take place across sites which accept tankered domestic waste and a full 705 suite analysis will be carried out on the samples collected.

Table 1: 705 Sampling Suite

Det code	Det description
025	Aluminium (total) as Al (mg/l)
017	Ammoniacal Nitrogen as N mg/l
0J8	Antimony (total) as Sb (mg/l)
085	Arsenic total as As (mg/l)
014	BOD (2mg/l ATU) 5 day suppressed
0BZ	Bromide as Br
027	Cadmium (total) as Cd (mg/l)

555	Chloride
029	Chromium (total) as Cr (mg/l)
070	COD (total)
0V0	COD 1h settled
031	Copper (total) as Cu (mg/l)
0CN	Cyanide excluding Iron Cyanide (mg/l)
069	Fluoride as F (mg/l)
021	Iron (total) as Fe (mg/l)
033	Lead (Total) as Pb (mg/l)
087	Mercury Total as Hg
0K0	Molybdenum total mg/l
035	Nickel (total) as Ni (mg/l)
020	Nitrate as N
019	Nitrite as N
002	pH
049	Phenols monohydric (mg/l)
LXP	Phenols monohydric (mg/l) HPLC
084	Phosphorous total as P
088	Selenium (total) as Se (mg/l)
550	Sulphate as SO4
059	Sulphide as S (mg/l)
007	Suspended Solids
092	Tin (total) as Sn (mg/l)
037	Zinc (total) as Zn (mg/l)

- The sites which accept tankered domestic waste are listed in Appendix A.
- Intensive sampling will be carried out on sites which accept tankered domestic waste. This analysis may be targeted at specific analytes.
- TDW sampling may be performed by our contractor Enitial. Dates for TDW sampling must be arranged in advance by the TDW Compliance Tech with Enitial.

Overview:

1. Pre-Site Visit Preparation
2. On site Pre-Sampling Checks
3. Sampling Procedure
4. Sample Storage
5. Reporting and Results Analysis

Pre-Site Visit Preparation

1. Ensure authorisation has been obtained from the Tankered Trade Waste Manager.
2. Inform the Site Manager of the planned sampling and ensure we can have access to site.
3. Ensure the correct personal protective equipment (PPE) is available and in good order. Minimum PPE includes safety footwear, hard hat/bump cap, high vis vest or jacket, safety goggles or glasses and disposable gloves. Any site specific health and safety measures must be observed i.e. use of personal gas monitor.
4. Check the location of the site and the precise location of the tanker domestic waste sampling point.
5. Check the specific analytes required.
6. Be aware of and apply any risk assessments and CoSHH assessments regarding sample bottles.
7. Be familiar with any site specific risk assessments.
8. Collect the relevant sample bottles for the analytes requested, ensuring a plentiful supply (no less than 10 of each required bottle type).
9. Have a copy of the TDW Sampling Data Form (See "References and Appendices").

On-Site Pre-Sampling Checks

1. On arrival sign in and follow all site health and safety regulations. When working alone the Lone Worker Policy should be initiated.
2. Record the on site arrival time on the TDW Sampling Summary Form.
3. Put on appropriate PPE; disposable gloves should be worn at all times.
4. Only use designated pathways to access the tanker domestic waste sampling point.
5. Thoroughly clean all sampling equipment.
6. Ensure all equipment is carried around site safely, paying particular attention to the more fragile glass bottles (eg. Those required for mercury and bromide analysis).
7. Vehicles must remain on designated roadways whilst being driven on site; obeying site speed limits and other site instructions.

Sampling Procedure

1. On arrival of a tanker check with the driver that the load is domestic and not trade waste. Ask to see the Duty of Care documentation or any other paperwork concerning the load. Take a photograph of this paperwork. Documentation may not always be available – in this instance please record “No documentation available” under “Job Ticket/Reference Number” on the TDW Sampling Data Form.
2. Ask the tanker driver to provide a sample of the load from the the back of the tanker into the bucket. Tanker drivers are obliged under the terms of their contract with Severn Trent Water to provide a sample of their load when requested.
3. Take a photograph of the front and side of the tanker, clearly showing the registration plate and any company branding.
4. While the tanker is discharging, the TCP technician should complete the TDW Data Sampling Form, recording:






- Name of sampling technician
- Name of site
- Date and Time
- ALS Sample Reference
- Waste Haulier
- Vehicle Registration
- Producer
- Driver Name and induction number
- Previous Load, disposal site and date of disposal
- From logger after discharge:
Discharge transaction number
Strength of load
Volume discharged
- Photograph of Duty of Care paperwork – if unavailable then any other paperwork associated with the load would be sufficient
- Note a brief description of the waste i.e. colour, oily, solids






SEVERN TRENT WATER		ential	
Tankered Domestic Waste - Sampling Technician Data Form			
Sampling Technician:	Date	18/06/18	
	Time	08-30	
Site Name:	Sample sent to	ALS	
MINWORTH	Sample Reference	032926	
Waste Haulier			
Vehicle Registration			
Producer			
Description of Waste and EWC Code	SEPTIC 20 03 04		
Job Ticket/Reference Number	2165		
Driver Name and Induction Number			
Driving License Available	YES		
Previous Load Description			
Discharge Transaction (from logger)	651 388		
Volume (from logger)	11.57		
Comments	WEAK STRENGTH		




Figure 1: TDW Data Sampling Form

Using a jug transfer the sample from the bucket into the relevant sample bottles. A list of the sample bottle required for each analyte can be found by using the following link:

ALS Bottle Guide (simplified version)

Bottle	Picture	Sampling	Analysis	Preservative
STL 13 1000ml PET		Fill to lid	General Inorganics, Metals excluding Mercury and Antimony - One full container is required	None
STL 17 500ml clear glass		Fill to shoulder	Acid Herbicides, TCEP/TCPP and SVOCs/GCMS Scan - One full container is required	None
STL 20 500ml HDPE		Fill to shoulder	Waste Micro Analysis (sludge, effluents and surface waters) - One full container is required Waste Sludge Inorganic - One full container is required	Gamma Irradiated
STL 22 500ml amber glass		Fill to shoulder	Bromide - One full container is required	None
STL 24 125ml HDPE		Fill to shoulder	Nitrification, Respiration Inhibition - One full container is required Antimony – One full container is required	None

ALS026 60ml clear glass		Check expiry date. Do not rinse Remove lid only just before sampling. Fill bottle slowly to neck	Mercury Environmental - One full container is required	0.3ml of 0.0167M Potassium Bromate-Bromide solution and 0.3ml of 36.5-38% Hydrochloric Acid solution ALS MSDS 9
STL 32 500ml HDPE		Fill to shoulder	Waste Sludge Inorganic - One full container is required	None
STL 33 250ml clear glass		Fill to top	Pesticides to include Organochlorines, Organophosphorus, Triazines and Moths - One full container is required EH/PAH - One full container is required NVM - One full container is required Oil Type – One full container is required	None
STL 51 40ml clear glass		Check expiry date. Do not rinse Fill to top – ensure no headspace or air bubbles Ensure seal is correctly placed inside lid, with PTFE coated side in contact with liquid	VOC - Two full vials are required BTEX/MTBE - Two full vials are required Solvents - Two full vials are required	0.5ml Hydrochloric Acid (50% v/v) solution ALS MSDS 10
STL 70 60ml plastic		Check expiry date. Do not rinse Fill to top	Monohydric Phenols - One full container is required	0.2ml of 50% (v/v) Hydrochloric Acid solution ALS MSDS 10

STL 71 60ml plastic		Check expiry date. Do not rinse Fill to top	Total and Free Cyanide - One full container is required	3ml of 1M Sodium Hydroxide solution ALS MSDS 2
STL 72 40ml clear glass		Do not rinse Fill to top – ensure no headspace or air bubbles Ensure seal is correctly placed inside lid, with PTFE coated side in contact with liquid	Dissolved Methane - Two full vials are recommended Thiourea – Two full vials are recommended	None
STL 480 60ml PP		Check expiry date. Carefully fill pot almost full, with minimum aeration , add 1ml Sodium Carbonate (0.75M), mix, add 1ml Zinc Acetate (0.5M), mix. See Sulphide fixing kit sheet	Sulphide - One full container is required	1ml of 0.75M Sodium Carbonate solution & 1ml of 0.5M Zinc Acetate solution ALS MSDS 12 ALS MSDS 13

Email HelpdeskSTW.UKEnviro@alsglobal.com or phone 024 7685 6568/024 7685 6460

MSDS information can be found on [QUIS Lite](#)

Affix a white ALS sampling sticker onto each of the sample bottles (using the same unique number for an individual load). Using the accompanying yellow sticker complete the ARF.

Please use the TDW sampling point codes below:

Table 1: Sample Point Codes

Sewage Treatment Works	Address	Sample Point
Alfreton	Westhouses Rd, Alfreton, Derbyshire, DE55 7FF	88000100
Armthorpe	Holmewood Lane, Armthorpe, Doncaster, North Lincolnshire, DN3 3EH	88000101
Bromsgrove	Aston Road, Bromsgrove, Birmingham, Worcestershire, B60 3EX	88000102
Claymills	Meadow Lane, Claymills, Burton-on-Trent, Derbyshire, DE13 0DB	88000103
Hayden	Hayden Lane, Cheltenham, Gloucestershire, GL51 0SP	92100891
Finham	Gate 1, St Martins Road, Finham, Coventry, West Midlands, CV3 6SD	93124221
Derby	Megaloughton Lane, Spondon, Derby, Derbyshire, DE21 7BR	95120399
Netheridge	Hempstead Lane, Hempstead, Gloucester, Gloucestershire, GL2 5LF	92120117
Kidderminster	Stourport Road, Oldington, Kidderminster, Worcestershire, DY11 7QL	88000104
Wanlip	Fillingate, Wanlip, Leicester, Leicestershire, LE7 4PF	94100500
Loughborough	Festival Drive, Loughborough, Leicestershire, LE11 0AJ	94100501
Mansfield	Bath Lane, Mansfield, Nottinghamshire, NG18 2BU	88000105
Crankley Point	Quibells Lane, Crankley Point, Newark, Nottinghamshire, NG24 2AL	88000106
Newtown	Dolfar Lock, Newtown, Powys, SY16 2AS	88000107
Stoke Bardolph	Stoke Lane, Stoke Bardolph, Burton, Nottinghamshire, NG14 5HL	88000108
Newthorpe	Halls Lane, Newthorpe, Nottinghamshire, NG16 2DE	88000109
Hartshill	Woodford Lane, Hartshill, Nuneaton, Warwickshire, CV10 0SA	88000110
Mile Oak	Maesbury Road, Oswestry, Shropshire, SY10 8HA	88000111
Redditch	Spernal Lane, Spernal Ash, Redditch, Warwickshire, B80 7EU	88000112

Rugby	Newbold Road, Rugby, Warwickshire, CV21 1HF	93162713
Scunthorpe	Scotter Road, Scunthorpe, North Lincolnshire, DN17 2BU	88000113
Monkmoor	Monkmoor Lane, Monkmoor, Shrewsbury, Shropshire, SY2 5TL	88000114
Barston	Friday Lane, Eastcote, Solihull, West Midlands, B92 0HY	98101212
Brancote	Tixall Road, Stafford, Staffordshire, ST18 0XX	97120175
Strongford	Barlaston Old Road, Barlaston, Stoke on Trent, Staffordshire, ST12 9EX	97110075
Roundhill	Gibbet Lane, Kinver, Stourbridge, West Midlands, DY7 2QU	88000115
Minworth	Kingsbury Road, Minworth, Sutton Coldfield, West Midlands, B76 9DP	98101056
Rushmoor	Rushmoor Lane, Allscott, Telford, Shropshire, TF6 5EX	88000116
Goscote	Goscote Lodge Crescent, Goscote, Walsall, West Midlands, WS3 1SB	88000117
Longbridge	Stratford Road, Warwick, CV34 6QW	88000118
Barnhurst	Oxley Moor Road, Wolverhampton, Staffordshire, WV9 5HN	88000119
Worcester	Bromwich Road, Lower Wick, Worcester, Worcestershire, WR2 4ZP	88000120
Worksop	Rayton Lane, Worksop, Nottinghamshire, S81 0UD	88000121

In the ARF form (see below) Under sample description include the name of the haulier and a description of the load and select suite 705.



**TANKERED WASTE
SAMPLE F3**

**FIX YELLOW TAG
LABEL HERE**

ALS Sample Number

ALS Job Number

Mandatory Sample Details

Please write carefully in the boxes in BLOCK capitals, crossing through all Zeros - 0. CRITICAL fields highlighted light green.

Sampler	XXXXXXXX	please print	Contact Telephone Number																			
Site Name	Worcester		<table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width: 20px; text-align: center;">0</td> <td style="width: 20px; text-align: center;">1</td> <td style="width: 20px; text-align: center;">2</td> <td style="width: 20px; text-align: center;">4</td> <td style="width: 20px; text-align: center;">6</td> <td style="width: 20px; text-align: center;">1</td> <td style="width: 20px; text-align: center;">2</td> <td style="width: 20px; text-align: center;">4</td> <td style="width: 20px; text-align: center;">5</td> <td style="width: 20px; text-align: center;">9</td> <td style="width: 20px; text-align: center;">3</td> </tr> </table>	0	1	2	4	6	1	2	4	5	9	3								
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Sampling Point Code	Team ID to be charged for sample analysis. Failure to enter details will result in your sample not being analysed												
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Sample Description	<table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width: 20px; text-align: center;">0</td><td style="width: 20px; text-align: center;">8</td><td style="width: 20px; text-align: center;">5</td><td style="width: 20px; text-align: center;">2</td><td style="width: 20px; text-align: center;">5</td><td style="width: 20px; text-align: center;">Q</td><td style="width: 20px; text-align: center;">W</td><td style="width: 20px; text-align: center;">B</td><td style="width: 20px; text-align: center;">M</td><td style="width: 20px; text-align: center;">T</td><td style="width: 20px; text-align: center;">B</td><td style="width: 20px; text-align: center;">D</td><td style="width: 20px; text-align: center;">R</td><td style="width: 20px; text-align: center;">A</td><td style="width: 20px; text-align: center;">I</td><td style="width: 20px; text-align: center;">N</td><td style="width: 20px; text-align: center;">S</td><td style="width: 20px; text-align: center;">L</td><td style="width: 20px; text-align: center;">T</td><td style="width: 20px; text-align: center;">D</td> </tr> <tr> <td style="width: 20px; text-align: center;">D</td><td style="width: 20px; text-align: center;">O</td><td style="width: 20px; text-align: center;">M</td><td style="width: 20px; text-align: center;">E</td><td style="width: 20px; text-align: center;">S</td><td style="width: 20px; text-align: center;">T</td><td style="width: 20px; text-align: center;">I</td><td style="width: 20px; text-align: center;">C</td><td style="width: 20px; text-align: center;">S</td><td style="width: 20px; text-align: center;">E</td><td style="width: 20px; text-align: center;">P</td><td style="width: 20px; text-align: center;">T</td><td style="width: 20px; text-align: center;">I</td><td style="width: 20px; text-align: center;">C</td><td style="width: 20px; text-align: center;">T</td><td style="width: 20px; text-align: center;">A</td><td style="width: 20px; text-align: center;">N</td><td style="width: 20px; text-align: center;">K</td><td style="width: 20px; text-align: center;"></td><td style="width: 20px; text-align: center;"></td> </tr> </table>	0	8	5	2	5	Q	W	B	M	T	B	D	R	A	I	N	S	L	T	D	D	O	M	E	S	T	I	C	S	E	P	T	I	C	T	A	N	K		
0	8	5	2	5	Q	W	B	M	T	B	D	R	A	I	N	S	L	T	D																						
D	O	M	E	S	T	I	C	S	E	P	T	I	C	T	A	N	K																								

Analytical Requirements

SUITES	703 <input type="checkbox"/>	705 <input checked="" type="checkbox"/>	Other Suite: <input type="text"/>
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ADDITIONAL DETERMINANDS	002 pH <input type="checkbox"/>	059 Sulphide <input type="checkbox"/>	065 Silver (mg/l) <input type="checkbox"/>	049 Mono phenols <input type="checkbox"/>
	007 Suspended Solids <input type="checkbox"/>	027 Cadmium (mg/l) <input type="checkbox"/>	092 Tin <input type="checkbox"/>	021 Iron (mg/l) <input type="checkbox"/>
	0V0 COD settled <input type="checkbox"/>	029 Chromium (mg/l) <input type="checkbox"/>	010 BOD <input type="checkbox"/>	084 Phosphorous <input type="checkbox"/>
	070 COD Total <input type="checkbox"/>	031 Copper (mg/l) <input type="checkbox"/>	0S4 BOD (ATU) Settled <input type="checkbox"/>	085 Arsenic <input type="checkbox"/>
	017 Ammonia <input type="checkbox"/>	033 Lead (mg/l) <input type="checkbox"/>	0CN Cyanide ex Fe <input type="checkbox"/>	087 Mercury <input type="checkbox"/>
	555 Chloride <input type="checkbox"/>	035 Nickel (mg/l) <input type="checkbox"/>	055 Anionic Detergent <input type="checkbox"/>	0BZ Bromide <input type="checkbox"/>
	550 Sulphate <input type="checkbox"/>	037 Zinc (mg/l) <input type="checkbox"/>	056 Nonionic Detergent <input type="checkbox"/>	0J8 Antimony <input type="checkbox"/>
	020 Nitrate <input type="checkbox"/>	025 Aluminium (mg/l) <input type="checkbox"/>	069 Fluoride <input type="checkbox"/>	0DA AMTOX <input type="checkbox"/>

SAMPLE REASON	01 Routine <input checked="" type="checkbox"/>	SAMPLE METHOD	01 Spot <input checked="" type="checkbox"/>
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NOTES FOR ANALYST	<table style="width: 100%;"> <tr><td>Hazardous</td><td><input type="checkbox"/></td></tr> <tr><td>Odorous</td><td><input type="checkbox"/></td></tr> <tr><td>High level of SS</td><td><input type="checkbox"/></td></tr> <tr><td>Chemical effluent</td><td><input type="checkbox"/></td></tr> <tr><td>Food based</td><td><input type="checkbox"/></td></tr> <tr><td>Leachate</td><td><input type="checkbox"/></td></tr> <tr><td>Sales sample</td><td><input type="checkbox"/></td></tr> <tr><td>Effervescent</td><td><input type="checkbox"/></td></tr> <tr><td> </td><td><input type="checkbox"/></td></tr> <tr><td> </td><td><input type="checkbox"/></td></tr> <tr><td> </td><td><input type="checkbox"/></td></tr> </table>	Hazardous	<input type="checkbox"/>	Odorous	<input type="checkbox"/>	High level of SS	<input type="checkbox"/>	Chemical effluent	<input type="checkbox"/>	Food based	<input type="checkbox"/>	Leachate	<input type="checkbox"/>	Sales sample	<input type="checkbox"/>	Effervescent	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>
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Place the remaining yellow sticker on to the TDW Sampling Summary Form and write the name of the haulier in the relevant box.

Thoroughly clean the sample bucket and jug using one of the water hoses on site.

If a tanker driver refuses to provide a sample the Trade Waste Manager must be notified immediately and the customer contacted to establish a reason for this refusal. The technician should complete the TDW Technician Sampling Form as above including in the comments section details of the reason for refusal to provide a sample.

ALS Code	Haulier
032925	[REDACTED]
032925	[REDACTED]
036894	[REDACTED]

Sample Storage

- When all sampling has been undertaken check that the correct number of bottles have been filled and place in boxes for transportation.
- Take a photograph of each individual ARF.
- Take the samples to a Severn Trent Waste Water collection point. Place the samples in the fridge and put the ARF forms into the holder on the fridge door.
- The ARF forms and sample bottles should be dropped off to the nearest Severn Trent Waste Water sample collection point. If the site is not a regular ALS collection point a pick up should be arranged prior to the site visit by calling DDL on 01823 255999.

Reporting

- Enital employees should ensure copies of the TDW Technician Data Forms, TDW Sampling Summary Form and all photographs are submitted to their line manager on the day of sampling.
- Enital must forward all sampling forms and photographs to the TDW Compliance Tech within two working days of the sampling.
- Upon receipt of the sampling forms the STW technician should input all applicable data onto the TDW Sampling Results Spreadsheet. See "References & Appendices" for link.
- After 10 days, sampling results should be drawn from the Quis Database and input onto the TDW Sampling Results Spreadsheet (link in References and Appendices).

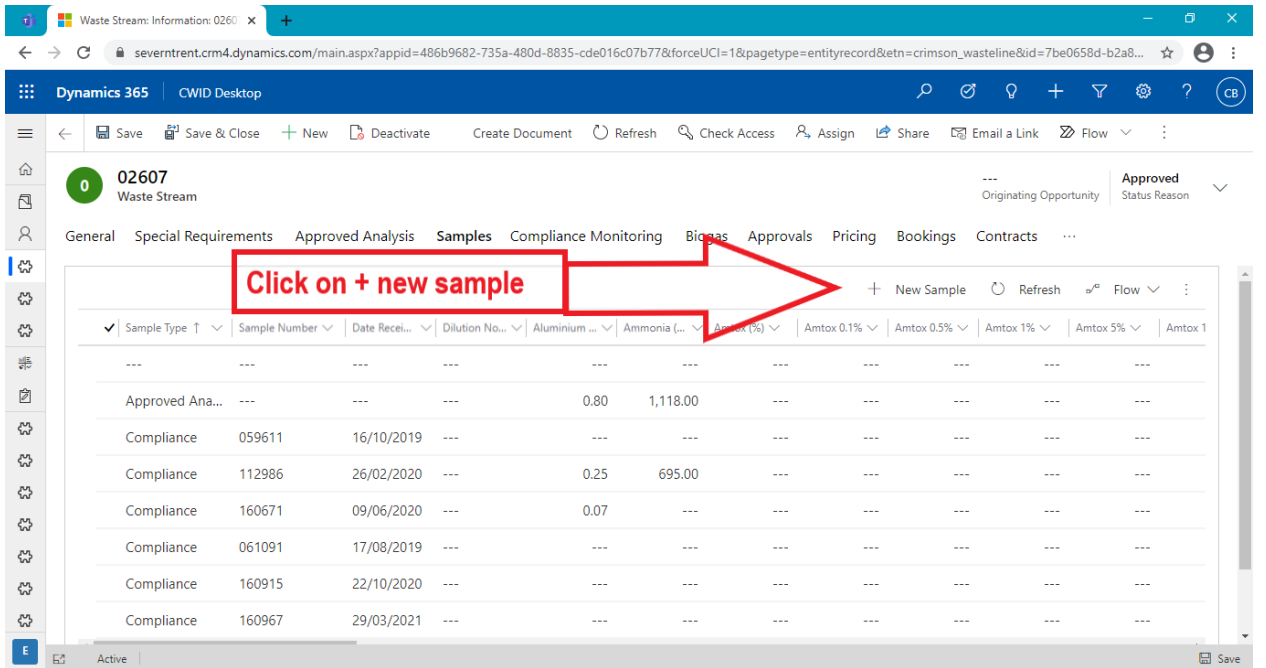
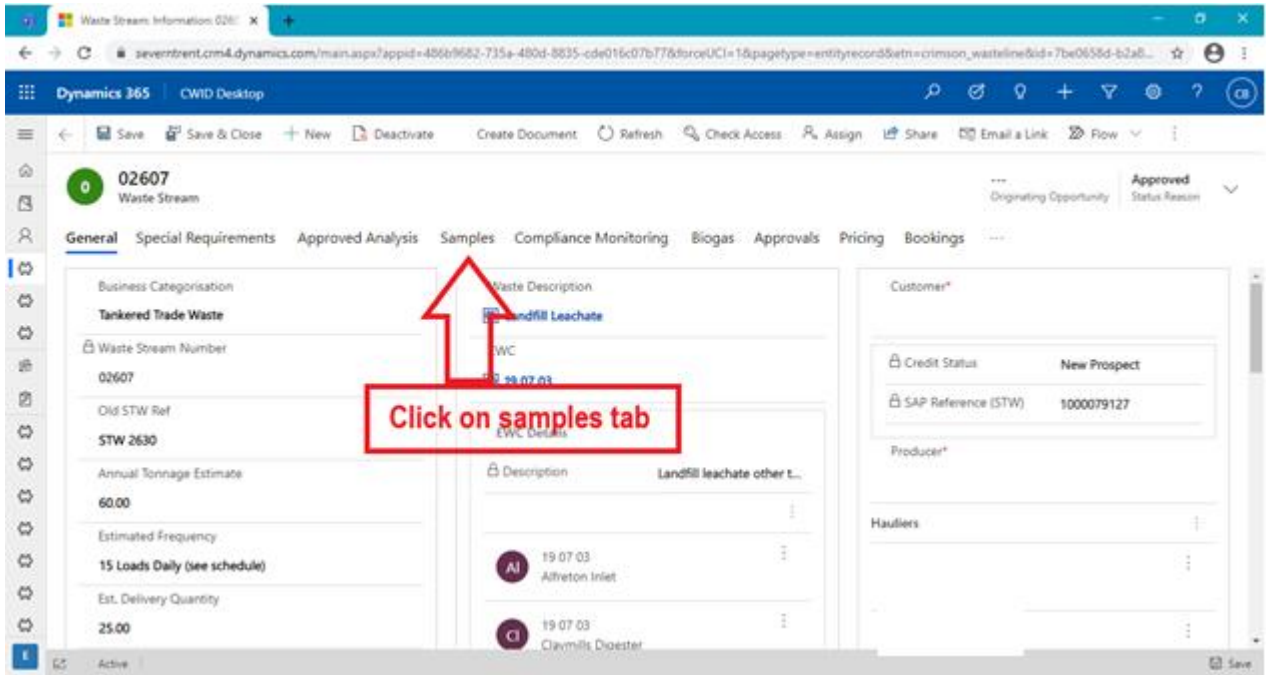
Results analysis

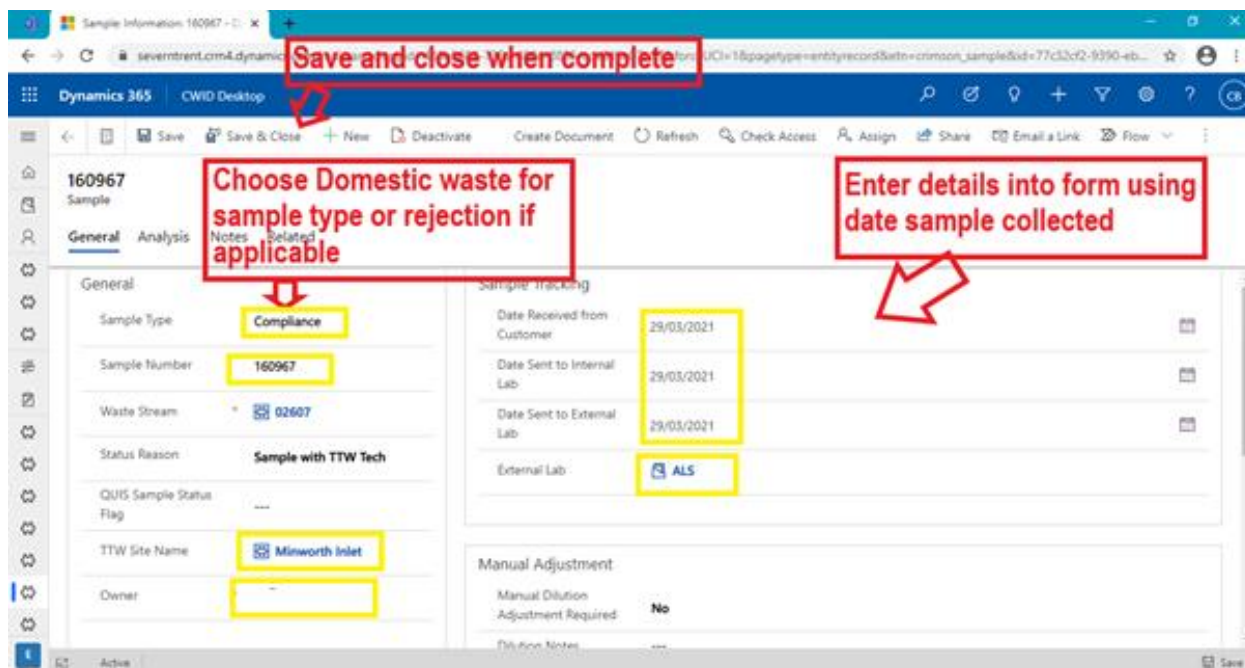
- Where analytes are deemed to be of greater concentration than expected and no duty of care note was available at the point of sampling, the TDW Compliance Tech should contact the customer and request a copy of the paperwork for the load.
- TDW Compliance Tech will then check to ensure the Duty of Care is correct.
- Any non-conformances of test results or Duty of Care must be reported to the TW Process Specialist or TW Manager.
- If the non-conformance is found to compromise the sites compliance the TW Process Specialist or TW Manager will make a decision on whether to impose sanctions or ban the customer from site.

Instructions for entering sample data into CWID

Follow the instructions on the diagrams below:

The screenshot shows the Dynamics 365 CWID Desktop interface. The search bar at the top contains 'STW 2630'. The search results are categorized into 'Approvals', 'Waste Streams', and 'Bookings'. The 'Waste Streams' section shows a single entry for '02607 STW 2630' with a green status indicator. Red annotations provide instructions: 1. Click on search magnify glass (pointing to the search icon in the top navigation bar), 2. Enter waste stream number or customer's name with * in front (e.g. *Biffa) (pointing to the search bar), 3. Double click on correct waste stream (pointing to the 'Waste Streams' entry).





References:

- SOP 03 TDW Non-conformance

Version Control			
Version	Date	Details	Published By
1.0	07/04/2020	Initial Waste Pre-approval process.	E. Ruswa
2.0	07/04/2021	Merged into a big document.	E. Ruswa
3.0	21/10/2021	Waste Sampling process updated.	O.Boertje