

Procedure: JSY07 WI01 **Title:** Surface Water Monitoring and Sampling



1 Purpose: To ensure that surface water monitoring and sampling is carried out in a consistent manner and in accordance with industry best practice, thus generating reliable surface water quality data.

2	Procedure	Responsible Person	Record
Prior to Sampling Date			
2.1	Arrangements are made with the laboratory (Element) for the correct sample containers to be delivered comfortably in advance of the proposed sampling date. If required by DHL, they are pre-notified that samples will be delivered to them at Jersey Airport on the intended date of sampling.	Sampling personnel	-
2.2	Upon receipt of the sample bottles, they are checked to ensure they are of the correct type and number for the analysis required. The bottles are labelled in advance of the planned sampling date to avoid any incorrect bottles being filled on the day.	Sampling personnel	-
Lone Working and Site Hazards			
2.3	The task is undertaken by two monitoring personnel and hence Lone Working procedures are not required. However, any site specific hazards (e.g. blasting, no-go areas and areas in which to expect quarry workings/plant movements) are discussed with the quarry manager before the commencement of monitoring	Sampling personnel	-
If on any occasion the task is undertaken by one person the Jersey specific lone working procedure JSY33 is adhered to.			
2.4	Suitable and sufficient PPE is worn in accordance with the task based risk assessment.	Sampling personnel	Risk Assessment
Sampling			
2.5	The sampling location should remain consistent. Any change in the monitoring and sampling location on a particular date should be representative of the water body to be sampled and must be recorded and photographed.	Sampling personnel	Proforma / notebook
2.6	To sample the discharge, a clean sampling bucket (on an extending pole) is placed under the water flow from the discharge pipe where it protrudes from the roadside bank above the stream. The bucket is allowed to fill (taking care not to disturb sediments or vegetation on the bank).	Sampling personnel	-
The first bucket full of water is discarded on land away from the sampling location to rinse it. It is then refilled and the second and further volumes are used to fill the sample bottles (there is no need to rinse the bottles as they are sterile or may be pre-charged with a fixative).			

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2.7	For the stream locations SW1, SW2 and SW3, a dedicated, clean, plastic jug is placed into the water course and allowed to fill (taking care not to disturb sediments or vegetation). The first jug of water is discarded on land away from the sampling location to rinse it. It is then refilled and the second and further volumes are used to fill the sample bottles (there is no need to rinse the bottles as they are sterile or may be pre-charged with a fixative).		
2.8	Any fixative/preservative is added to the sample(s) as required by the laboratory. All bottles are filled to the top unless there is a fill level indication point marked on the bottle. Care is taken to ensure there is no air gap when the bottle top is screwed back on securely. If necessary the outside of the bottles are wiped 'dry' using a paper towel.	Sampling personnel	-
2.9	The presence of visible oils and grease is assessed for each sample and absence/presence recorded at the time of sampling. In addition, any colouration in the sample, the level of sediment/solids and the presence of any other visible 'contaminants' is recorded as appropriate.	Sampling personnel	Proforma / notebook, Excel data sheet
Sample Despatch			
2.10	The filled and labelled sample bottles are packed in the cool box provided by the laboratory with several (at least 3) frozen ice packs to prolong the stability of the water quality parameters. Bubble wrap is used to protect the sample bottles from breakage in transit. If there is any delay in dispatch the samples are stored in cool conditions, preferably a fridge.	Sampling personnel	-
2.11	The samples are despatched to the laboratory in accordance with JSY07 WI03.	Sampling personnel	Analysis request form

Reference Documents:

1. JSY07 WI02 Groundwater Monitoring and Sampling
2. JSY33 Lone Working
3. JSY07 WI03 Water Sampling – Dispatching Samples to the Lab
4. JSY07 Management and Monitoring of Site Water Effluent and Discharges