



Self Monitoring Report **MSD SMR Guidance 2009.doc**

All samples are to be collected during discharge to MSD and analyzed with MSD/Ohio EPA/U.S.EPA approved methods. Analytical results must be from the sample location pre-printed on the SMR by MSD-DIW. This guidance is for the fields requiring data entry by the industrial user.

Ownership or Occupancy Change

Answer the question by marking the yes or no box.

Reporting Period

Your permit requires semi-annual, quarterly, or monthly self monitoring. Print or type 1st Half 2009, or 2nd Qtr. 2009, or July 2009, in the text box.

Name of Company Collecting Wastewater Sample

Print or type the name of the contract lab producing your analytical results.

Date of Collection

For grab samples, print or type the date the grab was taken. For flow proportional samples, type the date the composite was collected.

Compound / Results

If the analytical test produces a result above the method detection limit, enter that result for the date of collection. For anything other than a result above the detection limit, you must enter one of the codes below:

- If the result is below the detection limit (i.e.<0.005), enter **AA**
- If the analytical data was lost, enter **AB**
- If the plant was not operating, enter **AC**
- If the analytical data is not valid, enter **AE**
- If the sample was not taken, enter **AH** and attach written explanation
- If the result for Cyanide (T) or Oil & Grease (T) is below the detection limit, for Cyanide (A) or O&G (Non-Bio) enter **AW**.

Flow, Total

For 24 hour, flow proportional samples, list daily flow meter readings in gallons per day (GPD). For grab samples, report the gallons in the batch tank before release. If no flow measurement is available, estimate the daily flow (GPD) using your current monthly or quarterly sewerage bill.

Zero Discharge

If you have a zero discharge permit, mark the ownership question and type in the reporting period. Disregard the other sections, and print “no process discharge during this period” on the report. Sign, date, and submit your SMR.

Date, Signature and Title

The report is not complete until each page is signed and dated by the Duly Authorized Representative. Print, or type, the name and title of the person signing on the line below.

Attach Lab Report

Enclose copies of the lab paperwork, chain of custody, etc., with your signed SMR form.

Timeline

Submit your report no later than 45 days after the end of the month in which the sampling was performed.

The report must be sent via **Certified Mail** to:

MSD - DIW

Attn: YOUR CASE MANAGER

1600 Gest Street

Cincinnati OH 45204