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|  | DEPARTMENT OF WATER AND SANITATION Office name / Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Telephone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **Submitted by** |  |
| **Contact telephone number** |  |
| **Region** |  |
| **Date** |  |
| Use this form to register a new Monitoring Variable and the associated Analysis Method for an Analyst (Laboratory or Monitor).**NB fill out one form per analysis method (group together variables with same method)**Please place an ***X*** next to the appropriate choice. |
| **Analyst** (the Laboratory) **OR Monitor** (in the case of an observation). Supply name only. |
| **NB:** The Analyst / Monitor must be an existing WMS stakeholder or detail must be supplied to register the Analyst / Monitor as a stakeholder. - Ask for the **Liaison Entity - Institution** form – see end of this form for contact information.) |
|  |
| **Monitoring Variable Name**  |  |
|  |
| **Monitoring Variable Abbreviation** |  |
|  |
|  **Monitoring Variable** **Type**(Variables marked with **⊕** is most often used) |
|  | Absorbed | Substance taken up |  | Eco CompartmentTick appropriate box |
|  | Acid Extractable-Solids | Substance that can be removed with acid from solids |  |
|  | Acid Extractable-Water | Substance that can be removed with acid, from water |  | Sample substance or environment in which monitoring is performed. |
|  | Acid Soluble | Substance capable of being dissolved in acid |  |
|  | Alkaline Extractable | Substance that can be removed with alkali from solids |  |
|  | Biotopes | Microhabitat: area where main environment condition and biota adapted to uniform |  |
|  | Dissolved**⊕** | The soluble/broken up/dispersed non-filterable substance in a liquid |  |  | Aquatic environment |
|  | Free | Substance not chemically bound in a molecule |  |
|  | Isotope | Atoms with the same atomic number but with different numbers of neutrons |  |  | Atmospheric |
|  | Leachate | Soluble substances removed by the percolating action of a liquid from a medium |  |
|  | Neutral Extractable-Solids | Substance that can be removed at neutral pH from solids |  |  | Biological matter |
|  | Neutral Extractable-Water | Substance that can be removed at neutral pH from water |  |
|  | Oxidisable matter**⊕** | Substance capable of undergoing a chemical reaction with oxygen |  |  | Inorganic solids |
|  | Physical measurement**⊕** | Perceptible to the physical senses |  |
|  | Redox Potential | Reversible chemical reaction: one reaction is oxidation, the reverse: reduction |  |  | Water |
|  | Residual | Something left after parts have been taken away |  |
|  | Sampling area | The section of the water body that is sampled (site length in Rivers database) |  |  | Other (describe) |
|  | Saturated | No more of a substance can be dissolved/all available valence bonds are filled |
|  | Suspended**⊕** | Particles held in suspension in a liquid |  |
|  | Total-Solids**⊕** | Whole/full quantity of substance in a solid |  |
|  | Total-Water | Whole/full quantity of a substance in water |
|  | Trihalomethanes | Substituted methane compounds with three halogen atoms per molecule |
|  | Volatiles | Substances that change readily from solid or liquid to vapour |  |
|  | Other describe: |  |

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| **Type** (the characteristic of the Value) |
| Fundamental – SingleDeterminations that produce a single result value e.g. SO4, pH | Fundamental – MultipleDeterminations that produce multiple result values e.g. Algae | DerivedCalculated from more than one single values e.g. Hardness, Indexes |
|  |  |  |
| **Analysis Method** description of the analysis technique that is used, e.g.:ICP EMISSION SPECTROSCOPY: FILTER SAMPLE THROUGH 0.45UM MEMBRANE; ACIDIFY TO PH < 2; MEASURE AT 311.071NM |
|  |
| **Document Name** document number and page number where detailed description of analysis method can be found. |
|  |
| **Detection Limit** lowest and/or reliable value that can be determined by the analysis method. |
|  |
| **Result Detection Limit Type** Select one below |
| Fixed detection limitthe detection limit  | Counting statisticmeasured during radio activity counts, results will be accompanied by counting statistics | Zero detection limitmeasurement made by counting e.g. count of bacteria |
| **Result Value Type** how result values are reported to DWA&F (Select one below) |
| True valueActual determined values | Detection Limitwhen the result value that is smaller than the detection limit is reported as < [detection limit]e.g. 0.43 reported as < 0,5 |
|  |
| **Start Date** of analysis method at this laboratory. Format yyyy-mm-dd. |  |  |  |  |  |  |  |  |
|  |
| **End Date** of analysis method at this laboratory. Format yyyy-mm-dd. |  |  |  |  |  |  |  |  |
|  |
| **Container (Bottle)** only if the monitoring/analysis is derived from a sample |  |
| **Size e.g. 2 L plastic Bottle**  |  |
| **Material** | Glass | Plastic |  |
| **Coloured** | **Y** | **N** |  |
| **Preservative used** (if applicable) |  |
|  |
| **Shelf life** of sample: number of hours if the monitoring/analysis is derived from a sample. Shelf life is dependent on the preservation method used. |  |
|  |
| Does Laboratory supply the container for sample collection? | Yes | No |
|  |
| **For Office use** |
| **Responsible DWAF Officer** |  |
| **DWAF File Number**  |  |
| **Captured by** |  |