

Version No: 03 Issue Date: 06/09/2022 Portfolio: Discrete Water Quality	Horizons Regional Council	Section No: 15.6 Page: 1 of 1
	Hydrology Operations Manual	

Sampling Procedures

Overview:

This section of the manual covers sampling procedures for different water sources. Horizons staff collect samples from a large range of water sources, and it is due to this fact that there is not a singular sampling procedure is able to cover them all.

Horizons Procedures:

Horizons (HRC) have developed a series of standard operating procedures (SOP) and additional documents in order to explain how to sample different water bodies. These are provided in section 15.6 of the Hydrology Ops Manual. These procedure documents are updated as necessary by the Discrete Water Quality portfolio holder.

National Environment Monitoring Standards:

The National Environmental Monitoring Standards (NEMS) are a series of environmental monitoring standards, prepared by the NEMS steering group on authority from the Regional Chief Executive Officers (RCEOs) and the Ministry for the Environment (MfE).

Horizons sampling procedures aim to meet the requirements defined by NEMS: <https://www.nems.org.nz/documents/>. The documents of interest are:

- Water Quality Part 1 - Sampling, Measuring, Processing and Archiving of Discrete Groundwater Quality Data
- Water Quality Part 2 - Sampling, Measuring, Processing and Archiving of Discrete River Water Quality Data
- Water Quality Part 3 - Sampling, Measuring, Processing and Archiving of Discrete Lake Water Quality Data
- Water Quality Part 4 - Sampling, Measuring, Processing and Archiving of Discrete Coastal Water Quality Data

Sampling Program:

The sampling program, as defined by the sample locations, frequencies and data & analytical requirements is determined by HRC's Science and Innovation Team.

Training:

In-field sampling training is undertaken by an appropriate senior staff member when a new staff member arrives. In addition training specific to handheld meter calibration/use, visual clarity measurements and an HRC Laboratory Induction is provided by the Discrete Water Quality portfolio holder to every new staff member. Refresher training can be undertaken upon request for all HRC staff.

All SOPs and documents are available to HRC staff via the Hydrology Operations Manual.

HRC's contracted laboratory services provider provides a sampling training workshop every two years, with the relevant HRC staff being expected to attend.