New Jersey Department of Environmental Protection

Division of Water Quality

AO 2023-01

PFAS Data Collection and Submission Guidance Document

NJDEP Administrative Order 2023-01 Guidance

The purpose of this guidance document is to prescribe the "form and manner" in which PFAS data must be submitted for the Administrative Order 2023-01 (AO) to be applicable to a Treatment Entity or Delegated Local Agency (DLA).

Introduction

Commissioner LaTourette signed Administrative Order 2023-01 on January 17, 2023, to encourage the collection of PFAS data from a Treatment Entity or DLA from its system to the Department that will aid in efforts to identify, reduce and eliminate sources of PFAS in wastewater and its residuals. The Administrative Order can be found on the DWQ PFAS website. This guidance document prescribes the "form and manner" in which PFAS data must be submitted in order for the AO to be applicable to a Treatment Entity or DLA.

Wastewater Sampling

Publicly Owned Treatment Works (POTWs) are encouraged to sample their influent and effluent wastewater, as well as other sampling points in their treatment process, in order to understand PFAS inputs into their system and the response of the system. Other sampling locations could be internal monitoring points or monitoring locations throughout the collection system.

POTWs are also encouraged to sample other media, such as residuals/sludge or trucked in waste, to assess PFAS levels.

The Department encourages the use of grab sampling at this time. Updated information regarding sampling type will be communicated as it becomes available.

For proper procedures on PFAS sampling guidance, the Department encourages the use of ITRC Sampling Precautions and Laboratory Analytical Methods for PFAS. Additional inquiries regarding sampling guidance should be directed to the laboratory utilized for analysis.

Sampling Frequency

Samples for influent, effluent, and residuals/sludge should be taken on a routine basis. The Department recommends a minimum frequency of quarterly samples to obtain adequate data to characterize your system, particularly for major, delegated facilities. However, the frequency can be tailored to your specific facility. Samples taken from other points in the system or discharging to the system should be taken at a frequency determined necessary by your facility.

Analytes for Analysis

The Department encourages the submission of all PFAS data results reported from the analytical method utilized. At a minimum, samples should be analyzed for the following PFAS analytes:

- Perfluorobutanoic acid (PFBA)
- Perfluoropentanoic acid (PFPeA)
- Perfluorohexanoic acid (PFHxA)
- Perfluoroheptanoic acid (PFHpA)
- Perfluorooctanoic acid (PFOA)
- Perfluorononanoic acid (PFNA)
- Perfluorodecanoic acid (PFDA)
- Perfluoroundecanoic acid (PFUnA)
- Perfluorododecanoic acid (PFDoA)
- Perfluorotridecanoic acid (PFTrDA)
- Perfluorotetradecanoic acid (PFTeDA)
- Perfluorobutanesulfonic acid (PFBS)
- Perfluorohexanesulfonic acid (PFHxS)
- Perfluorooctanesulfonic acid (PFOS)
- Hexafluoropropylene oxide dimer acid (HFPO-DA or GenX)

Methods of Analysis

For **wastewater**, a New Jersey certified laboratory certified for a non-potable water (NPW) user-defined method that can quantify the required PFAS in wastewater shall be utilized.

For **residuals**, a New Jersey certified laboratory certified for a solid and chemical material (SCM) user-defined method that can quantify the required PFAS in residuals shall be utilized.

The Department encourages the use of EPA Method 1633, however, any approved "User-Defined" method can be utilized.

The list of certified laboratories can be obtained from NJDEP DataMiner. Please select "Search by Category", select the Report Category "Certified Laboratories", and scroll to select the report entitled, "PFAS Non-Potable Water Certified Laboratories" for wastewater and "PFAS Solid and Chemical Material Laboratories" for residuals. Please note that these lists are updated regularly as new laboratories receive certification.

DLA Summary Reports

DLAs should continue to utilize the information collected in their summary reports that were submitted to the Department as part of the Request for Information dated April 22, 2021, to continue in efforts to identify, reduce and eliminate PFAS from the waste stream.

Data Reporting

Treatment entities should report sampling results taken at their facility. DLAs should report PFAS sampling results taken at their facility, and report sampling results from their users.

All sampling results should be reported to the Department on a routine basis.

The Department encourages the submission of any and all PFAS data collected between January 1, 2021, and January 17, 2023, as Administrative Order 2023-01 is retroactive to January 1, 2021. Data collected during this timeframe will be afforded the same protections as data submitted after the effective date of the AO.

The Department understands that EPA Method 1633 was not utilized during this timeframe. However, this data is valuable and the Department requests that this data still be reported. As described below in Data Entry, the method utilized for analysis should be identified in the appropriate field.

Data Entry

A spreadsheet template is being provided to the treatment entities and DLAs for data entry and submission to the Department. The spreadsheet should be filled out completely.

There are two (2) worksheets contained in the spreadsheet template. Treatment entities and DLAs shall enter data for their plant on the worksheet named "POTW". The sheet "Users" is only for use by DLAs. If a DLA has collected sampling data from a permitted user, those results can be entered on the "Users" tab to be included in the submission.

All wastewater sampling data must be reported in nanograms per liter (ng/L). If the laboratory provides you with results that are in micrograms per liter (µg/L), please convert the value to ng/L.

All residuals/sludge sampling data must be reported in micrograms per kilogram (µg/kg).

The fields on the **POTW** worksheet are as follows:

- POTW Identification Number: Enter your facility's identification number. Please contact dwqpfas@dep.nj.gov if you do not know your facility's identification number.
- DLA/Non-DLA: Select whether the POTW is a delegated or non-delegated entity.
- Flow Range (MGD): Select the permitted flow range for the POTW in million gallons per day (MGD).
- Sample Point: Select the sample point that corresponds to where the sample was taken.
- Monitored Location Designator: Enter the monitored location designator or ID of your outfall or sampling location (e.g., 001A).
- Laboratory ID: Select the laboratory ID from the drop-down list. If the laboratory is not available, please select "Other" and enter the name and laboratory ID number in the comments field.
- Analytical Method: Select the analytical method that was used from the drop-down list. If the analytical method is not available, please select "Other" and enter the method in the comments field.
- Sample Type: Select the appropriate sample type from the drop-down list.
- Time of Day: Select the time range in which the sample was collected.
- Sample Date: Enter the date the sample was collected. Format: MM/DD/YYYY
- Parameter: Select a parameter from the drop-down list. If the parameter is not available, please select "Other" and enter the parameter in the comments field.
- Result:
    - If the parameter was detected and has a numerical result, please enter the value. For example, the result shown below would be entered as "7.6".

Analyte	Result	Qualifier	RL	MDL
Perfluorohexanoic acid	7.6		1.8	0.79

    - If the result is an estimated value, as indicated by a qualifier (e.g., J), please enter the result as "< Reporting Limit". For example, the result shown below would be

entered as "<1.7".

Analyte	Result	Qualifier	RL	MDL
Perfluorobutanesulfonic acid	0.70	J	1.7	0.43

- If the result is non-detect, please enter the result as "< Reporting Limit". For example, the result shown below would be entered as "<1.8".

Analyte	Result	Qualifier	RL	MDL
Perfluorobutanesulfonic acid	ND		1.8	0.46

- Reporting Limit: Enter the reporting limit of the analysis. This is found on the laboratory report and may be identified as "RL" or "QL". Please note that the Reporting Limit may differ between parameters and laboratories.
- Units: Select ng/L for liquid or µg/kg for solids.
- Comments: If necessary, please type in additional information that may be pertinent to the data being submitted. Please note that there is a 150-character limit.

POTW Identification Number	DLA/Non-DLA	Flow Range (MGD)	Sample Point	Monitored Location Designator	Laboratory ID

Analytical Method	Sample Type	Time of Day	Sample Date	Parameter	Result	Reporting Limit	Units	Comments

Screenshots of the column headers on the POTW tab.

The fields on the **Users** worksheet are as follows:

- User Identification Number: Enter the number assigned to the user. The format is as follows: POTW ID Number_User ID Number (e.g., 6755_1). This ID number should be permanently assigned to a User and be consistent across data submissions (i.e., 6755_1 refers to the same user on each data submission).
- Flow Range (GPD): Select the permitted flow range for the facility in gallons per day (GPD).
- SIC Code 1: Enter the facility's primary Standard Industrial Classification (SIC) Code.
- SIC Code 2: Enter additional SIC codes that the facility is classified under, if applicable.
- SIC Code 3: Enter additional SIC codes that the facility is classified under, if applicable.
- Categorical Industry: Select the appropriate categorical industry from the drop-down list, if applicable.
- Sample Point: Select the sample point that corresponds to where the sample was taken.
- Monitored Location Designator: Enter the monitored location designator or ID of your outfall or sampling location (e.g., 001A).
- Laboratory ID: Select the laboratory ID from the drop-down list. If the laboratory is not available, please select "Other" and enter the name and laboratory ID number in the comments field.
- Analytical Method: Select the analytical method that was used from the drop-down list. If the analytical method is not available, please select "Other" and enter the method in the comments field.
- Sample Type: Select the appropriate sample type from the drop-down list.
- Sample Date: Enter the date the sample was collected. Format: MM/DD/YYYY
- Parameter: Select a parameter from the drop-down list. If the parameter is not available, please select "Other" and enter the parameter in the comments field.

- Result:
  - If the parameter was detected and has a numerical result, please enter the value. For example, the result shown below would be entered as "7.6".

Analyte	Result	Qualifier	RL	MDL
Perfluorohexanoic acid	7.6		1.8	0.79

  - If the result is an estimated value, as indicated by a qualifier (e.g., J), please enter the result as "< Reporting Limit". For example, the result shown below would be entered as "<1.7".

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Analyte	Result	Qualifier	RL	MDL
Perfluorobutanesulfonic acid	ND		1.8	0.46

- Reporting Limit: Enter the reporting limit of the analysis. This is found on the laboratory report and may be identified as "RL". Please note that the Reporting Limit may differ between parameters.
- Units: Select ng/L for liquid or µg/kg for solids.
- Comments: If necessary, please type in additional information that may be pertinent to the data being submitted. Please note that there is a 150-character limit.

User Identification Number	Flow Range (GPD)	SIC Code 1	SIC Code 2	SIC Code 3	Categorical Industry	Sample Point	Monitored Location Designator

Laboratory ID	Analytical Method	Sample Type	Sample Date	Parameter	Result	Reporting Limit	Units	Comments

Screenshots of the column headers on the Users tab.

Data Submission

Completed worksheets shall be submitted to dwqpfas@dep.nj.gov. Please reference "AO 2023-01 PFAS Data" in the Subject line of the email. Laboratory reports are not required to be submitted with PFAS data at this time; however, they should be kept onsite and made available to the Department upon request.

Resources

Please visit the DWQ PFAS Data Collection website to download the data template or view related information.