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## Appendix 1. General Sampling Record Requirements

### Sampling Platform

The sampling platform (see Ship codes), date, time and position must be recorded on all sampling occasions. The sampling occasion should be identified by a unique code defined by the responsible monitoring authority.

#### Ship Codes

Code	Description	Code	Description	Code	Description
74CU	Clupea	74FR	Forth Ranger	74PD	Prince Madog
74CZ	Cirolana	74G1	Coastal Guardian	74S8	Sir John Murray
74E9	CEFAS Endeavour	74GO	Gold Seeker	74S9	Sea Vigil
74!C	Small Craft	74!B	Beach(intertidal)	74!D	Diver
74SC	Scotia	74VC	Vigilance	74WN	Water Guardian
74RY	Corystes	74LG	Lough Foyle		

### Position fixing

Samples should be collected as close to the nominal position as possible using a suitable positioning system (see list). Since 1999 all new issue admiralty charts now use the WGS-84 chart datum and with the widespread use of GPS position fixing, sample locations should be logged using WGS-84 chart datum and the time recorded in GMT. The errors where other chart datum are used could be up to 120 m in some locations. Conversion algorithms are freely available from the Ordnance Survey to allow conversion of existing site locations to WGS-84. Further information on chart datum and conversion formulae can be found on the Ordnance Survey GPS site, <http://www.gps.gov.uk/guidecontents.asp>

Code	Description	Code	Description
DEC	DECCA	DGP	Differential Global Positioning System
		GPS	Global Positioning System

### Location

The site code (see list in Table 7) must be recorded together with the Latitude and Longitude (as degrees/minutes/decimal minutes) at which the sample was collected.

## Appendix 2: Biological Effects Sampling Procedures

### Sampling requirements and analytical protocols

The fundamental assumptions are: that biological effects water samples will, where possible, be taken at the same location and on the same date as samples taken for chemical analysis of the water column; and that biological effects sediment samples will be taken simultaneously with sediment samples obtained for benthic community and chemical analysis. Ideally, samples should be split for the different types of analysis, but if this is not possible, they should be taken sequentially.

**Appendix 2 - Biological Effects Sampling Procedures revised 6/6/07**

**Sampling requirements and analytical protocols**

	Oyster <i>Crassostrea gigas</i> embryo bioassay (water)	<i>Corophium</i> bioassay (sediment)	<i>Arenicola</i> bioassay (sediment)	<i>Tisbe</i> bioassay (sediment pore-water)	Imposex ( <i>Nucella lapillus</i> )	Intersex ( <i>Littorina littorea</i> )	EROD induction (flatfish liver)		Fish Disease and Liver Pathology	
							Flounder (estuary)	Dab or plaice (open sea)	Flounder	Dab
<b>Frequency# per year</b>  -spatial*  -temporal*	Estuaries and other suspected contaminated areas.  Spatial surveys only once per year, optimally 20 sites per area. BECME prioritise sites.  If all sites <30 PNR repeat survey after 4 years at prioritised sites. If more than 20% sites are > 30 PNR repeat survey in following year; If one site >50 PNR repeat survey as appropriate in same year and also at same time next year.	Estuaries and other suspected contaminated areas.  Once (optimally 20 sites) every 4 years.  If any +ve (###) repeat next year with focus on hot spot; if no +ve repeat every 4 years. If +ve tie in with chemistry	Estuaries and other suspected contaminated areas.  Once (optimally 20 sites) every 4 years.  If any +ve (###) repeat next year with focus on hot spot; if no +ve repeat every 4 years. If +ve tie in with chemistry	Estuaries and other suspected contaminated areas.  Used for targeted hot spot sampling and/or when positives are identified with <i>Corophium</i> and <i>Arenicola</i> assay.	Once both spatial and hot spot  Repeat every 3 years	Once both spatial and hot spot  Repeat every 3 years	Once  Once	Once  Once	Once  Once	Once  Once
<b>Sampling month(s) ##</b> -spatial* -temporal*	Any month  Repeat surveys must be at same time of year. Every 4 years	Same time as sediment chemistry and benthos sampling – or as appropriate	Same time as sediment chemistry and benthos sampling – or as appropriate	Same time as sediment chemistry and benthos sampling	Jun-Sep  Jun-Sep	Jun-Sep  Jun-Sep	May to Dec same time each year avoiding spawning season  May to Dec same time each year	May to Dec same time each year avoiding spawning season  May to Dec same time each year	May to Dec same time each year avoiding spawning season  May to Dec same time each year	May to Dec same time each year avoiding spawning season  May to Dec same time each year
<b>State of tide</b>	Low tide (or other worst case) if possible. . ++	NR	NR	NR	Low tide	Low tide	NR	NR	NR	NR
<b>Depth of sample or height on shore</b>	1 m sub-surface or in accordance with local hydrography	Top 10 cm	Top 10 cm	Aerobic surface layer or directly related to whole sediment	Low to mid tide level	Low to mid tide level	NR	NR	NR	NR

<b>Sampling technique</b>	2.5 litre submerged glass bottle	Box core or other method which retains pore water. Sample mixed but not sieved	Box core or other method which retains pore water. Sample mixed but not sieved	Box core or other method which retains pore water. Sample mixed but not sieved	Hand collect	Hand collect	Trawling	Trawling	Trawling	Trawling
<b>Water or sediment volume</b>	1 litre minimum	5 litre minimum	5 litre minimum	50 ml pore water (minimum)	NR	NR	NR	NR	NR	NR
<b>Organism size</b>	NR	NR	NR	NR	Toothed adult	Young adult	10-35 cm length	10-30 cm length	Greater than 15 cm	Greater than 15 cm
<b>Organism sex</b>	NR	NR	NR	NR	Female & male	Female & male	Male M ; Female optional	Male M ; Female optional	Female or Male	Female or Male
<b>Organisms per station# -spatial -temporal</b>	NR	NR	NR	NR	40 for each station	40 for each station	At least 10 males M 15 R At least 10 males M 15 R	At least 10 males M 15 R At least 10 males M 15 R	50 for histopathology 150 for external	50 for histopathology 150 for external
<b>Numbers of water or sediment samples per station#</b>	2 replicates	Single for spatial and 5 for hotspots	Single for spatial and 5 for hotspots	One sample	NR	NR	NR	NR	NR	NR
<b>Liver sample size</b>	NR	NR	NR	NR	NR	NR	200-500 mg immediately snap frozen	200-500 mg immediately snap frozen	3-5 mm section	3-5 mm section
<b>Sample storage conditions</b>	Glass 4°C in dark	Plastic bucket 4°C in dark	Plastic bucket 4°C in dark	Glass 4°C in dark	Keep alive 24-72 hrs if doing residue analysis, otherwise within 2-3 weeks	Keep alive 24-72 hrs if doing residue analysis, otherwise within 2-3 weeks	Minus 70°C	Minus 70°C	Histological Fixative for Tissues	Histological Fixative for Tissues
<b>Maximum sample storage time</b>	48 hours ideally but 5 days max; if greater store at -20 C	4 weeks at 4° C	4 weeks at 4° C	48 hours for extracts	72 hours alive for residue analysis, 2-3 weeks for imposex	72 hours alive for residue analysis, 2-3 weeks for intersex	6 months	6 months	Indefinite	Indefinite
<b>Test protocol reference**</b>	TIMES / EA SCA test guideline, plus salinity correction method (Thain)	ICES TIMES (Roddie and Thain)	ICES TIMES (Thain and Bifield).	ISO/DIS 14669 (1997), plus pore water extraction method (Thain)	OSPAR JAMP guidelines (2002) Tech. Annex 3	OSPAR JAMP guidelines (2002) Tech. Annex 3	ICES TIMES (Stagg et al,1999)	ICES TIMES (Stagg et al, 1999)	ICES TIMES (Feist et al., 2004)	ICES TIMES (Feist et al., 2004))
<b>Contaminant residue measurements</b>	For +ve samples only. Standard CSEMP suite on repeat sampling and other contaminants as suspected.	Standard CSEMP sediment suite, if already being done. If not, frozen sub-	Standard CSEMP sediment suite, if already being done. If not, frozen sub-	Archive frozen whole sediment sample for possible future analysis	TBT in soft tissue in females only R for heavily	TBT in soft tissue in females only R for heavily	PCB Mand PAH R in liver 4 pools of 5 fish PAH Bile	PCB M and PAH R in liver R 4 pools of 5 fish	CSEMP biota suite	CSEMP biota suite

		sample taken and archived.	sample taken and archived.		impacted areas with historical data	impacted areas with historical data	metabolites	PAH bile metabolites		
<b>Other supporting measurements</b>	-Salinity (Mandatory) -Temp. (Recommended) -Dissolved oxygen R -Chlorophyll*** R pH R	-Particle size R -Ammonia in overlying water during test (M) -Hydrogen sulphide R -Organic carbon R -Redox potential R (profile with depth)	-Particle size R -Ammonia in overlying water during test (M) -Hydrogen sulphide R -Organic carbon R -Redox potential R (profile with depth)	-Ammonia (in pore water) (M) -Particle size (whole sed) R -Organic carbon (whole sed) R	Shell height Sex ratio	Shell height Sex ratio	-Gonado-somatic index M Hepatic somatic index M -Liver lipid content R -Bottom water temp. R	-Gonado-somatic index M Hepatic somatic index M -Liver lipid content R -Bottom water temp. R	See ICES method document Length, weight, GSI, HSI	See ICES method document Length, weight, GSI, HSI

**NOTES**

\* spatial or temporal monitoring, depending on the objectives of the programme

NR = not relevant

# Minima, but subject to statistical advice when a sufficiently large dataset has been collected. + For a given site, sampling should be restricted to a single species for the duration of the programme

++ For a given site, always sample at same state of the tide.

## For a given determinand and site, the sampling date(s) each year should if possible be fixed for the duration of the programme

\*\* Controlled copies of the protocols are held by FRS Marine Laboratory, Aberdeen

\*\*\* Chlorophyll is used as a marker for the presence of algal blooms which may produce toxins that can give a response with the oyster embryo bioassay, but it should be remembered that not all algal species are toxic.

### Sediment bioassay positive limits are: *Corophium* - >20% sites at >30% adjusted mortality or 1 site >50% adjusted mortality; *Arenicola* - >20% sites >30% adjusted mortality or 1 site >50% adjusted mortality or >20% sites >50% feeding inhibition.

	DNA adducts	VTG	Imposex Off shore	Bile metabolites	Lysosomal NRR	Metallothionein	SFG	AChE
	Flounder Dab Plaice	Flounder Cod	Buccinum and Neptunea	Any fish	Mussel ( <i>Mytilus edulis</i> only)	Mussel ( <i>Mytilus edulis</i> only)	Mussel ( <i>Mytilus edulis</i> only)	Fish & Mussel ( <i>Mytilus edulis</i> only)
Frequency per year -spatial -temporal	For hotspots only Once Once	Once Once	Once Every 3 years	Once Once	Once Once	Once Once	Once 5 years	Once 5 years
Sampling months -spatial -temporal	May to Dec – avoiding the spawning season	May to Dec – avoiding the spawning season	Any time	May to Dec – avoiding the spawning season	May to Sept – avoiding the spawning season	May to Sept – avoiding the spawning season	May to Sept – avoiding the spawning season	Any time
State of tide	NR	NR	NR	NR	Low tide	Low tide	Low tide	NR
Depth of sample or height on shore	NR	NR	NR	NR	Hand pick	Hand pick	Hand pick	Trawling or hand pick mussels
Sampling technique	Trawling	Trawling	Trawling or pots / traps	Trawling	Shore collected or transplanted following shoreline collection guideline to be developed by BECME	Shore collected or transplanted	Shore collected or transplanted	Trawl. Or following shoreline collection guideline to be developed by BECME
Water or sediment volume	NR	NR	NR	NR	NR	NR	NR	NR
Organism size	15 cm plus	10 cm plus	Adults > 5 cm	10 cm plus	40 – 60 mm	40 – 60 mm	40 - 60 mm	10 cm plus fish, 40 – 60 mm mussels
Organism sex	Male or female	Male	Both sexes	Male or female	NR	NR	NR	Male or female
Organism per station -spatial -temporal	10 or 5 pools of 4 using same sex fish	10 or more	100 for Buc. 40 for Nep.	10 or more of same sex	10	At least 20 individuals	10 or more	10 or more
Numbers of water or sediment samples per station	NR	NR	NR	NR	NR	NR	NR	NR
Liver sample size	200mg immediately snap frozen	Blood > 0.25 ml	NR	Any volume of bile present min 10ul	200 ul hlymph	200 mg hepatopancreas derived from pools of 3 animals	NR	200 mg muscle / brain or haemolymph from mussel
Sample storage conditions	-70 C	Plasma at -70 C	Fresh or frozen (-20 C)	-70 C	Must be conducted on live animals ASAP after collection (<24 hours)	-70 C	Must be conducted on live animals	Fresh
Maximum storage time	6 months	6 months	12 months	6 months	NR	6 months	NR	NR
Test protocol reference	ICES TIMES (Reichert)	ICES TIMES (Scott et al)	OSPAR 2002 guidelines	ICES TIMES (Ariese et	ICES TIMES NRR method document (Lowe et al.)	ICES TIMES (Hylland)	ICES TIMES (Widdows &	ICES TIMES (Galgani et al)

				al.)Fluorescence / GCMS HPLC.			Staff)	
<b>Contaminant residue measurement</b>	PCB Mand PAH R in liver 4 pools of 5 fish	EDCs eg alkyl phenols and oestrogen mimics R	TBT in soft tissue (not foot) of min 5 females R	None essential	None but all potentially relevant	Metals especially Cd Cu Zn	None but all tpotentially relevant	OPs Carbamates\ etc in biota R
<b>Other supporting measurement</b>	GSI, HSI Sed PAH EROD & PAH Bile metabolites	GSI, M HSI M	TBT in sediments R	GSI, HSI Sed PAH, EROD	Shell length Condition factor	Shell length Condition factor	Shell length Condition factor	Shell length Condition factor

### Appendix 3. Procedural Guidelines for subtidal sediment sampling.

#### General

Samples should be collected from the same time of year at each site to minimise interannual variability due to seasonal fluctuations in the benthic community. It is recommended that samples are collected in late Winter/early Spring (Feb-May) to avoid juvenile recruitment. Five replicate samples are collected for contaminants, five for benthic community analysis and five for biological effects<sup>1</sup>. Record the date of sampling, the location of each individual grab and sampling platform used (see Appendix 1).

#### Sampling equipment

A 0.1m<sup>2</sup> stainless steel Day Grab or Van Veen grab is recommended although alternative methods of sampling are acceptable (see list on ices web site [www.ices.dk](http://www.ices.dk)). The type of sampler and its diameter must be recorded.

#### Sediment Sampler Code

Code	Description	Code	Description	Code	Description
DA	Day grab	VV	Van Veen grab	OS	Other sampling device

#### Sample collection

Set the grab down on the seabed and close it as gently as possible to reduce the shock wave and sediment loss by premature rising. Keep the winch wire as vertical as possible to guarantee that the grab is set down and lifted vertically. Record the thickness of material at the centre of the grab to the nearest centimetre. Reject samples less than 7cm thick in mud and 5 cm in hard packed sands. Note the surface colour and the colour change with depth (as a possible indicator of redox state). Also note any smell (hydrogen sulphide, oil residues). Note a description of the sediment, to include important observations such as concretions, surface features, algae etc. Photographs can assist in this. Separate samples are required for macrobenthos, contaminants and biological effects analyses.

#### Macrobenthos sample collection procedure.

Take care not to spill the sample once the grab is on board.

Each grab should be sieved, stored and documented separately.

Empty the grab into a container, ensuring the interior of the grab is rinsed thoroughly into the same container to avoid loss of sample. Transfer portion by portion into the sieve as a water-sediment suspension.

Sprinklers or douches to suspend the sample from beneath the sieve are recommended to prevent clogging of the mesh.

Do not sieve the sample with a direct jet of water against the mesh to avoid damaging fragile animals.

Pick out fragile animals by hand during sieving to minimise damage. Also, pick out stones and large shells to avoid grinding effects on organisms and the sieve.

Flush off all material retained on the sieve into an appropriate receptacle, with water from below. Avoid the use of spoons and other tools.

Clean the sieve after each sample, to prevent clogging and ensure an equal mesh size throughout the entire sieving procedure.

Sieve samples to 0.5mm or 1mm according to the following requirements:

For estuarine sites use layered sieves to provide separate 1 mm and 0.5 mm fraction in the field or laboratory and analyse separately. Whether separated in the field or lab, the sieving method employed should remain consistent from year to year. Check to ensure the 1mm sieve is always on top.

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<sup>1</sup> Estuarine sites only

For intermediate and offshore sites, sieve samples to 1 mm in the field or laboratory. The >1mm fraction should then be reported. Whether separated in the field or laboratory, the sieving method employed should remain consistent from year to year.

The laboratories which have used a 0.5mm sieve in the past should continue to analyse the 0.5mm fraction where these data form part of a time series for temporal trend analysis.

All sieves should conform to BS 410 and be replaced at the first signs of any damage to the mesh.

Fix all material retained on the sieves in buffered 4% formaldehyde solution. In very organic mud, increase this concentration to 10% or more.

Stain may be added to the sample to increase sorting accuracy, especially for small animals, although this is left to the personal preference of the laboratory.

Record the method of sample preservation:

Code	Description	Code	Description
F4B	4% buffered formaldehyde (pH7-8)	FET	10% neutral buffered formalin + ethanol
FOR	formaldehyde	IMS	Industrial methylated spirit
NBF	Neutral buffered formalin 10%		

### Physicochemical sample collection procedure

#### Particle size analysis sub sampling procedure

Take the sample from the surface to a minimum depth of 5 cm (a core previously used for redox analysis is acceptable). Transfer samples to containers that can withstand freezing, such as plastic bags or pots. Keep samples cool and freeze them as soon as possible. This prevents decomposition from affecting grain size. Record the method of preservation.

#### Trace Metals sub sampling procedure

Use a polythene scoop to collect the sample. Wash it in clean seawater between samples. Avoid sampling from the edges of the grab. Take the sample from the surface avoiding any anoxic layer and note the thickness of sample. Transfer the sample to a trace metal free (acid wash if necessary) container, cool and freeze it as soon as possible. Mercury samples should be stored in glass or quartz as it can move through the walls of plastic containers. Samples must remain frozen until they are analysed. Record the method of preservation.

#### Trace Organics sub sampling procedure

Use a metal scoop to collect the sample and wash it in clean sea-water between samples. Avoid sampling from the edges of the grab. Take the sample from the surface to a depth of 1 cm. If an anoxic layer is present within 1 cm of the surface then take a shallower surface scrape to avoid this layer and note the thickness of sample. Transfer the sample to a suitable clean (solvent wash if necessary) glass or metallic container and freeze it as soon as possible. Samples must remain frozen until they are analysed. Record the method of preservation.

#### Organic carbon sub sampling procedure

Use a metal scoop to collect the sample and wash it with clean sea-water between samples. Avoid sampling from the edges of the grab. Take the sample from the surface to a depth of 1 cm. If an anoxic layer is present within 1 cm of the surface then take a shallower surface scrape to avoid this layer and note the thickness of sample. Transfer the sample to a polythene container and freeze it as soon as possible. Samples must remain frozen until they are analysed. Record the method of preservation.

Method of storage codes:

Code	Description	Code	Description	Code	Description
FR	Frozen	DF20	Deep freeze -20°C	DF70	Deep freeze -70°C

### Redox analysis (to be done in situ)

Redox should be measured as soon as possible after sample collection to avoid changes in condition of the sediment. For convenience a core (min 5cm) can be taken from the centre of the grab for redox analysis.

Redox is measured using a platinum electrode calibrated in Zobel's solution. Redox (mV) is measured at 0.5cm intervals by gently pushing the electrode through the sediment. The physical disturbance caused by this procedure changes the redox environment and makes the readings unstable so measurements should be taken after a standard period (1 min) or when the readings stabilise, whichever is sooner.

## Appendix 4: Procedural Guidelines for the Collection and Processing of Fish Tissues for contaminants and biological effects.

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### 4.1 General

The sampling platform, date, plus time and position at the beginning and the end of the trawl must be recorded (see Appendix 1).

Common dab (*Limanda limanda*) or flounder (*Platichthys flesus*) are the preferred species. Other acceptable species include plaice, cod and whiting. Whichever is chosen at any site it must be used there henceforth for the NMMP2 time series. The fish should be collected outside their spawning period. Fish destined for EROD and Vitellogenin analysis should be collected in September. Samples for contaminants and biological effects analyses should be collected on the same sampling occasion to facilitate impact assessment.

### 4.2 Sampling Equipment

Note the equipment used (see list).

If a 2m Beam Trawl is used:

Shoes should weigh a minimum of 25kg each to keep the trawl on the sea-floor and should to be wide enough not to cut into the sediment by more than 15cm during trawling.

Weight the footrope to keep the mouth open in use.

Use 40 mm mesh size with 10mm inner mesh size in the cod end.

The length of the net should be in excess of 4 metres.

Code	Description	Code	Description	Code	Description
AGT	Agassiz Trawl	BMT	Beam Trawl	BT15	1.5m Beam Trawl
GIL	Gill net	GOV	GOV Trawl	BT2	2m Beam Trawl
PEL	Pelagic Trawl	PRS	Purse Seines	SRN	Seines and ring net

### Sample collection

Various equipment may be used. In the particular case of a beam trawl:

Shoot the trawl while the vessel is moving.

When shooting the trawl, introduce the net into the water cod end first and allow it to stream behind the vessel before the beam is lowered into the water. This avoids entanglement of the net around the beam.

For effective trawling the deployed trawl warp length needs to be 2.5-3 times water depth.

Tow in a direction contrary to the current. To maximise catch efficiency in estuaries, trawl on the ebb tide. Ideally fish should be collected from more than one tow.

Trawl at 3 knots over a distance of at least 1km.

Haul the trawl when the vessel reaches the end of the station and is steaming away from the site.

### Number of Aggregated Samples

Hauls, sediment cores or grabs taken to comprise sample.

### Number of Individuals in sub-sample

(i.e. 1 individual or number in pool), must be recorded

### Stage of Development

Code	Description
AD	Adult
IM	Immature/sub-adult
JV	Juvenile
MX	Mixed for pooled specimens
NS	Not Specified

**Condition of Specimen**

Code	Description
G	Specimen Damage by Gear
M	Maturing gonads
N	Not ripe (stage of gonad development not known)
R	Ripe, about to spawn
U	Undeveloped Gonads

**Number of diseases examined for**

For checking program to check that non-diseased fish are reported correctly

**Bulk Identification**

(For individuals only)

If an individual (or parts thereof) has been analysed in one or more bulks, insert the SUBNO identification(s) of the bulk(s).

**4.4 Sample processing**

On retrieval of the trawl, open the cod end and deposit the catch in an appropriate container (sieve or tray). Take care that the container is large enough to lose none of the catch.

Sort the catch for target species. Return non-target species immediately.

Note the condition of target species. Note the presence, prevalence and position of any evidence of disease (fin-rot, carcinomas, ulcers, and lymphocystis) according to ICES guidelines (1997). However, take care not to confuse damage inflicted during trawling with the effects of disease. Visibly damaged or fish in poor condition must not be selected for analysis.

Personnel must wear clean gloves when samples are taken from the net. The samples should be rinsed with clean seawater to remove any material adhering to the surface.

Samples should be dissected immediately after collection if possible. Where this is not possible samples of ungutted fish should be preserved by deep freezing, preferably shock freezing to -20°C or lower as soon as practicable after collection.

Samples for EROD analysis must be processed immediately to prevent degradation of the analyte. Remove the livers from the fresh fish and immediately freeze using liquid nitrogen.

Record method of storage (see list).

Code	Description	Code	Description	Code	Description
FR	Frozen	DF20	Deep freeze -20°C	DF70	Deep freeze -70°C

For each fish record length<sup>2</sup> (mm) and weight (g) prior to dissection. Remove and weigh the liver and remove a fillet of muscle. When pooling samples an equivalent quantity of tissue must be taken from each fish e.g. 10% of the whole fish for muscle. Combine the livers and muscle tissue from 5 fish for analysis of contaminants.

<sup>2</sup> Record length to the end of the tail?

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## Appendix 5 Procedural Guidelines for the Collection and Processing of Shellfish and Algal Tissues for Body Burden Analysis.

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### 5.1 General

The blue mussel *Mytilus edulis* is the preferred tissue type for assessment of bioaccumulation. Where mussels are not present, brown seaweed *Fucus sp.* can be used however, seaweed is not a suitable matrix for assessment of bioaccumulation of trace organic compounds due to the low fat content. The size of mussel collected, time and location of sampling should be standardised to reduce variability. The JAMP specifies mussels should be the size range 3-6cm. It is recommended that the size of mussels collected at individual sites should be restricted to a narrow band within this size range. Samples should be collected are collected prior to spawning (usually late February – early March). Brown seaweed should be collected during the same period to avoid the reproductive cycle. Samples should be collected at the same time every year.

### 5.2 Sampling

Samples are normally collected from the shore by hand, if samples are dredged from the sea bed the type of dredge used should be recorded (see list)

Code	Description	Code	Description	Code	Description
BO	Boillet dredge	CH	Charcot dredge	EN	Endoume dredge
HAN	Hand collection	HM	Hamon grab	LS	Lister dredge
ND	Nodules dredge	NT	Naturalists dredge	RA	Rallier dredge
RD	Rock dredge	WD	Warren dredge		

Personnel collecting samples by hand should wear gloves.

#### 5.2.1 Mussels

Samples should be free of fouling and bored shells. Collect 3 pooled samples each of at least 20 individual (50 is recommended to provide sufficient tissue for analysis of metals, organochlorines and PAH, ). At each station, the length of the collected individuals should be the same from year to year within a very narrow range (5mm). Transport samples back to the laboratory in clean containers, keep samples cool and damp. Samples should be depurated to remove their gut content within 24 hrs of collection.

#### 5.2.2 Macroalgae (*Fucus sp.*):

In the absence of mussels collect sufficient plant material to provide 5g wet weight of thallus for analysis (25-30 plants).

### 5.3 Sample processing

#### 5.3.1 Mussels:

Scrape off extraneous material from the shells and scrub them clean using de-ionised water. Depurate mussels in clean seawater for 24 hrs to remove sediment from the gut or mantle prior to the analysis. Keep depurating mussels cool and aerate the water. Whole animals are best analysed immediately but may be deep-frozen.

#### 5.3.2 Macroalgae (*Fucus sp.*):

Split the sample into 3 replicates and dissect only thallus representative of the last years growth for analysis.

Scrub and wash the plants in de-ionised water. Whole plants can be refrigerated up to 10 days. Whole plants may be deep-frozen.

Record the method of sample storage

Code	Description	Code	Description	Code	Description
FR	Frozen	DF20	Deep freeze -20°C	DF70	Deep freeze -70°C

#### 5.4 Sample preparation

Sort the mussels into pools of sufficient size to provide enough material for subsequent analysis (50 is recommended to provide sufficient material for trace metal, organochlorine and PAH analyses). Measure and record the length (mm) of each individual using calibrated callipers. Calculate the maximum, minimum and mean length of individuals in each pool.

Defrost frozen samples, open the shells and allow the body fluids to drain out. Remove the soft tissue from the shells taking care not to contaminate the sample (use ceramic scalpel or equivalent) and combine the tissue for a predetermined number of individuals (usually 50). Homogenise the soft tissue using either an agate ball mill or other contaminant free equipment. Do not allow samples to over heat during homogenisation as this may result in the loss of volatile contaminants. Clean the homogeniser between samples.

Dry and weigh the shells.

##### 5.4.2 Trace metal samples

Freeze drying is the recommended procedure drying sediments for trace metal analysis for all metals except mercury which is volatile. Samples should be oven dried below 105°C to avoid loss of mercury. Freeze drying provides a free flowing powder whereas samples must be ground to a powder if they are oven dried. Samples should be ground using an agate pestle and mortar where necessary.

##### 5.4.3 Trace organics

Trace organics samples should be chemically dried as other procedures can result in loss of analyte.

ICES sample preparation codes

Code	Description	Code	Description	Code	Description
DAIR	Air drying	DCHEM	Chemical drying	DFRZ	Freeze drying
DNO	Not dried	DOVN	Oven dried	DRY100	Drying >100°C
MAN	Manual milling	MMG	Mechanical milling	DRY99	Drying <100°C

#### 5.5 Moisture Content

Determine the moisture content of the sample by weighing the sample wet and again when it is dry. Ensure the sample is completely dry before reweighing (the moisture content of mussels is typically around 80%).

#### 5.6 Total Lipid

The total lipid content of shellfish samples should be determined using the Foppes Smedes or other suitable method.

## Appendix 6. Sample preparation for sediment Physico-chemical analysis

### 6.1. Trace metals

Sediment samples are sieved before analysis for trace metals. Wet sieving (SVW) is the recommended method (QUASH) but dry sieving (SVD) can be used.

Freeze drying is the recommended procedure drying sediments for trace metal analysis for all metals except mercury which is volatile. Freeze drying provides a free flowing powder whereas samples must be ground to a powder if they are oven dried. Samples should be ground using an agate pestle and mortar where necessary. Samples should be dried below 105°C to avoid loss of mercury which is volatile.

Care must be taken to avoid contamination of the sample during sieving, where possible samples should be sieved in a clean air cabinet and the apparatus thoroughly cleaned between samples.

It is recommended that samples are passed through a nylon 63 µm sieve and the < 63 µm fraction retained for analysis however a larger sieve can be used where this maintains an existing time series. The size fraction analysed must be reported to ICES.

### 6.2 Trace Organics

Samples should be air dried or chemically dried as volatile analytes can be lost by oven drying or freeze drying. Samples should not be sieved through a fine mesh as this can result in loss of analyte. Stones are removed from the sample by passing it through a 2mm metal sieve. The size fraction analysed should be reported.

ICES sample preparation codes

Code	Description	Code	Description	Code	Description
DAIR	Air drying	DCHEM	Chemical drying	DFRZ	Freeze drying
DNO	Not dried	DOVN	Oven dried	DRY100	Drying >100°C
SVD	Dry sieving	SVW	Wet sieving	DRY99	Drying <100°C
MAN	Manual milling	MMG	Mechanical milling		

## Appendix 7. Procedural Guidelines for the analysis of trace metals in sediments and biota.

### 7.1 Extraction procedure

#### 7.1.1 Sediments

A total digest procedure is required to enable the data to be normalised to a metal that is a constituent of the clay mineral lattice and for which there is little anthropogenic input e.g. aluminium or lithium. This allows comparison between sites of different geological composition. A partial extraction method is acceptable for determination of long term trends at a site where this method has traditionally been used and changing the method would disrupt the long term data set. Most laboratories use hydrofluoric acid in a pressured vessel with the addition of boric acid to complex excess HF (method HFB) to extract metals from sediments.

#### 7.1.2 Biota

The acid digest procedure must be sufficiently vigorous to break down organometallic complexes. Most laboratories use a strong mineral acid in a pressurised container, samples are usually heated by microwaves and pressure control is used to prevent venting of gases leading to loss of analyte. The digest produced by this procedure can be analysed for the full range of analytes.

Code	Description
AQR	Aqua regia
HF-OV	HF in open vessels, evaporation of HF
HF-C	As HFO but digestion in closed vessels (pressurised decomposition)
HF-CB	As HFC but complexation of excess HF with H <sub>3</sub> BO <sub>3</sub>
HNO-CM	Extraction with HNO <sub>3</sub> , pressure digestion
HNO-OV	Extraction with 1:1 HNO <sub>3</sub>
ALK	Alkaline fusion digestion

The extraction efficiency of the chosen technique should be determined using a certified reference material.

A blank sample (reagents only) must be included with each batch of samples as a check on contamination. Reagents must have a low trace metal content and the extraction vessels must be cleaned between each batch of analyses.

### 7.2 Analytical technique

The analyte can be determined by a range of techniques depending on available instrumentation. Most laboratories now use ICP/MS for trace metals determination. The addition of a collision cell facilitates the analysis of refractory elements e.g. chromium. Mercury can be determined by atomic fluorescence or cold vapour atomic absorption spectrometry

Code	Description
AAS-AA	Atomic absorption spectrometry-air acetylene
AAS-CV	Atomic absorption spectrometry- cold vapour
AAS-GF	Atomic absorption spectrometry – graphite furnace
AAS-NO	Atomic absorption spectrometry – nitrous oxide
ICP-MS-CC	ICP/MS with collision cell
ICP-MS-WC	ICP/MS without collision cell
AFS	Atomic fluorescence spectrometry
ICP-OES	Optical emission spectrometry
XRF	X-ray fluorescence analysis (total method)
NAA	Neutron activation analysis

The linear range of the instrument should be checked by calibration and the calibration should be regularly checked for drift and loss of sensitivity. Loss of sensitivity is a particular problem for the analysis of mercury as sensitivity is reduced by the presence of water vapour in the system.

### **7.3 References**

JAMP Guidelines for monitoring contaminants in biota

JAMP Guidelines for monitoring Contaminants in sediments

## Appendix 8. Procedural guidelines for analysis of trace organics in sediments and biota

### 8.1 Extraction

Most laboratories are moving to Accelerated Solvent Extraction (ASE) for extraction of PCBs and PAH as this increases extraction efficiency and reduces solvent use compared to Soxhlet extraction. Recovery standards should be added prior to extraction. When using a Soxhlet a combination of polar and apolar solvents is recommended. Apolar solvents are normally not able to extract all CBs (and OCPs) from mussel or fish tissue. When using chemical drying (e.g. with sodium sulphate) several hours are required between grinding and extraction, to allow complete binding of the water present in the sample. A time-span between grinding and extraction which is too short normally results in extraction efficiencies which are too low. Alternatively, saponification may be used (recommended for PAH).

Code	Description
ACD	Acetone/dichloromethane
SOX	Soxhlet extraction method
MHX	Methanol/hexane mixture in acetic acid environment
EXP	Extraction of organic contaminants by shaking with polar solvent
EXN	Extraction of organic contaminants by shaking with non polar solvent
EXO	Other principles of extraction/separation of organic contaminants
SON	Sonicate

The extract must be cleaned up to remove substances that would interfere in the subsequent analysis.

#### 8.1.1 Biota

Determinands may be separated from lipids by column extraction using e.g. Florisil or performing gel permeation chromatography (GPC) which is of advantage for the determination of compounds unstable during sulphuric acid clean-up. Fractionation of CBs and OCPs is recommended to prevent coelution. Additionally treating the OCP fraction with concentrated H<sub>2</sub>SO<sub>4</sub> could improve the quality of the chromatograms. However, this treatment is not to be used if decomposable target-analytes are to be analysed, e.g. those of the dieldrin type or heptachloroepoxides.

#### 8.1.2 Sediments

##### Removal of sulphur and sulphur-containing compounds

An aqueous saturated Na<sub>2</sub>SO<sub>3</sub> solution is added to a hexane extract. In order to allow the transfer of the HSO<sub>3</sub><sup>-</sup> ions to the organic phase, tetrabutylammonium salts (TBA) and isopropanol are then added to the mixture. Water is subsequently added to remove the isopropanol. The aqueous phase must then be quantitatively extracted with hexane (Jensen *et al.*, 1977). If the extraction was performed by a polar solvent miscible with water, then a Na<sub>2</sub>SO<sub>3</sub> solution can be added directly after extraction. If the extraction mixture also contains an apolar solvent, then depending on the ratio of the solvents, the addition of TBA and isopropanol may or may not be necessary. Any excess Na<sub>2</sub>SO<sub>3</sub> and reaction products can be removed by the addition of water and thus partitioning between apolar solvent and water.

Mercury, activated copper powder, wire or gauze (Smedes and de Boer, 1994 and in press; Wade and Cantillo, 1996) remove the sulphur directly from an organic solvent. Although mercury is appropriate for removing sulphur, it should be avoided for environmental reasons. Copper can be applied during or after Soxhlet extraction. Ultrasonic treatment might improve the removal of sulphur. If sulphur appears to be present in the final extract the amount of copper or mercury used was insufficient and the clean-up procedure must be repeated.

Further clean up

As CBs are apolar, clean-up using normal-phase chromatography is the most appropriate technique for the separation from other compounds. Using an apolar solvent (*e.g.* hexane or isooctane) as an eluent, CBs normally elute very rapidly. All polar solvents used in the extraction or sulphur removal step should be removed before further clean-up. The last concentration step is usually performed by evaporation with a gentle stream of nitrogen. Evaporation to dryness should always be avoided.

Deactivated  $\text{Al}_2\text{O}_3$  (5-10% water) is often used as a primary clean-up. Provided that sulphur has been removed,  $\text{Al}_2\text{O}_3$  sometimes gives a sufficiently clean extract for a GC-ECD analysis of the sample.  $\text{Al}_2\text{O}_3$  removes lipid compounds from the extracts (although samples with very high lipid content and low CB concentrations may require additional clean-up).

Deactivated silica (1-5% water) does not retain CBs (including planar CBs) and only slightly retains polycyclic aromatic hydrocarbons (PAHs) when eluted with hexane or isooctane. When organochlorine pesticides are also to be determined in the same extract, deactivation of the silica with a few percent of water is necessary.

For high activity silica (overnight at 180°C) the retention of CBs is negligible, while PAHs are more strongly retained. The CBs and a few other organochlorine compounds are eluted with apolar solvents. More polar solvents (*e.g.* hexane/acetone) should be avoided as some interfering organochlorine pesticides would be eluted.

When GPC is used for removing sulphur, the removal of high molecular weight material can also be incorporated into the procedure. Separation is obtained on polystyrene-divinylbenzene copolymer columns (*e.g.* Biobeads). GPC does not separate CBs from other compounds in the same molecular range such as organochlorine pesticides and so additional clean-up may be required.

For the separation of CBs from lipids or oil components, reversed-phase HPLC can be used. In reversed-phase chromatography CBs elute during a solvent gradient of 80 to 90% methanol together with numerous other compounds of the same polarity. Most of the above mentioned extraction methods and clean-up procedures yield an extract containing an apolar solvent. These cannot be injected directly for reversed-phase chromatography, and so compounds must be transferred between solvents several times *e.g.* before injection and after elution. When using polar solvents for extraction (*e.g.* for wet sediments) reversed-phase columns could be used directly for clean-up. When eluting an acetonitrile extract from a  $\text{C}_{18}$  solid phase extraction (SPE) column with acetonitrile, high molecular hydrocarbons are strongly retained while CBs elute in the first few column volumes.

The above mentioned normal-phase chromatographic procedures on silica and  $\text{Al}_2\text{O}_3$  can be transferred to HPLC having the advantages of higher resolution and better reproducibility.

In summary, the most commonly used methods are  $\text{Al}_2\text{O}_3$  with 5-10% water as a rigid primary clean-up followed by elution from silica with an apolar solvent. GPC is also regularly applied as primary clean-up. A drawback of GPC and reversed-phase chromatography is that CBs must be transferred to an apolar solvent for further clean-up. The use of Florisil is not recommended.

## 8.2 Analytical technique

Code	Description
GC-AED	Gas chromatography – atomic emission detection
GC-ECD	Gas chromatography – electron capture detection
GC-EI	Gas chromatography – electron impact ionisation
GC-FPD	GC – flame photometric detector
GC-MS	Gas chromatography – mass spectrometry
GC-MSD	Gas chromatography – mass selective detector
HPLC	High performance liquid chromatography
HPLC-FD	HPLC – fluorescence detector
HPLC-MS	HPLC – mass spectrometry
HPLC-UV	HPLC – UV detector

The chosen analytical technique depends on available resources however it must achieve the specified targets for limit of detection, accuracy and precision.

GC/MS is recommended for both PCBs and PAH. The method provides positive identification of the compound.

GC/ECD can be used for PCBs but the presence of the analyte must be confirmed on a second column.

HPLC with a fluorescence detector can be used for PAH but it is only suitable for a limited range of compounds.

Two columns with stationary phases of different polarity should be used, as column-specific coelution of the target CBs with other CBs or organochlorine compounds occurs. The temperature programme must be optimised for each column to achieve sufficient separation of the CB congeners to be determined. An isothermal period in the programme around 200-220°C of approximately 30 minutes is recommended. Care should be taken that CBs of interest do not coelute with other CB congeners (for example CB28 and CB31). When using GC-ECD, compounds are identified by their retention time in relation to the standard solutions under the same conditions. Therefore GC conditions should be constant. Shifts in retention times should be checked for different parts of the spectrum with the help of characteristic, unmistakable peaks (e.g. originating from the internal standard or higher concentrated CBs such as CB153 and CB138+). Using a GC/MS system, the molecular mass or characteristic mass fragments or the ratio of two ion masses can be used to confirm the identity of separated CBs. Since calibration curves of most CBs and OCPs are normally non-linear using a GC-ECD or GC-MS system, a multilevel calibration of at least five concentrations is recommended. The calibration curve must be controlled and the best fit must be applied for the relevant concentration range. Otherwise, the linear range of the detector must be identified. Analysis of the calibration solutions should be carried out in a mode encompassing the concentrations of the sample solutions (or alternatively by injecting matrix-containing sample solutions and matrix-free standard solutions distributed regularly over the series). When the chromatogram is processed with the help of automated integrators the baseline is not always set unambiguously and always needs to be inspected visually. Peak height is preferable to peak area for quantification purposes. From the two columns of different polarity the more reliable result should be reported.

#### References

JAMP Guidelines for monitoring contaminants in biota  
JAMP Guidelines for monitoring Contaminants in sediments

## **Appendix 9. Procedural Guidelines for analysis of sediment supporting determinands**

### **9.1 Organic carbon in sediments**

Organic carbon is a supporting determinand for trace organic compounds. Sediments are analysed dry and freeze drying is recommended as this produces a free flowing powder. Samples are sieved as for trace organics.

The organic carbon content of the sample is determined using an elemental analyser either by removal of the inorganic fraction or the organic fraction and comparing this to the total.

Inorganic carbon is removed by treatment with acid, alternatively organic carbon can be removed by heating the sample to 500°C in a muffle furnace

**Particle size analysis  
(to be added by NMBAQC group)**

## **Appendix 10. Guidelines for the analysis of macrobenthos in sediment samples**

### **10.1. Macrobenthos**

The basic premise of all macrobenthic sample analysis in the laboratory is that all specimens extracted from the samples are to be identified to the lowest possible taxonomic level and counted.

### **10.2 Biomass Measurement**

Biomass can be expressed in a variety of ways (eg wet weight, dry weight, and ash-free dry weight). As the evaluation of ash-free dry weight (AFDW) ignores the contribution of inorganic material, water content and all non-living parts to the mass of an organism, it is considered as the most appropriate measure of living biological matter. However, as the determination of AFDW requires combusting specimens, thus removing any possibility for further taxonomic analysis, it is recommended that a non-destructive method be employed. This can be done by measuring wet weight, from which AFDW can be estimated by applying conversion factors, many of which can be obtained from the literature (eg Rumohr *et al*, 1987), backed up by local calibration where necessary.

This procedure applies to identified and enumerated invertebrate fauna extracted from marine and estuarine benthic samples. It is recommended that specimens are stored in preservative (70% IMS, 10% glycerol, 20% water) for a minimum of three months to allow for weight loss stabilisation prior to weighing (Rees *et al*, 1990).

It may not be possible to weigh each species separately; therefore it is recommended that species be weighed to family, or in some other appropriate grouping. However, as each project is inherently different, it will be necessary to change these groups according to the species present. For the temporal trend programme once a method has been established then biomass should follow this methodology consistently thereafter.

Record all appropriate information on a Biomass Data Sheet (see sheet at end of this Appendix as a guide).

Place weighing boat or crucible on balance pan and tare. The balance should be accurate to 0.0001 g.

Using forceps, remove all specimens to be weighed from specimen tube (tube dwelling species will need to be removed from their tubes) and rinsed in water. It is important to remove as much preservative as possible, otherwise problems may be experienced during weighing.

Subsequently place specimens on dry piece of high absorbency paper and move them around until no wet patch is left behind, ensuring that undue pressure is not applied. Use further paper if necessary. A new piece of paper should be used for each taxon.

When dry, immediately transfer specimens to tared container on the balance, (the water will stop further evaporation of preservative from the specimens).

Follow operating instructions for balance and record the weight on the data sheet after 30 seconds has elapsed. Record the weight of animals to 0.0001 g. However, where a taxon weighs less than this, record the weight as 0.0001 g.

Remove specimens from container and return to specimen tube. Re-tare the container and water before weighing the next taxon.



## Appendix 11. Procedural Guidelines for sampling and sample preparation of waters for nutrient analysis

### 11.1 Background.

Nutrient samples are collected in Winter (Dec- Jan) to minimise variability due to uptake by algal growth and remineralisation of senescent algae. Continuous monitoring data has shown high variability in nutrient concentrations due to fluctuations in freshwater runoff, seawater temperature, current patterns and insolation. Ideally continuous data should be collected at NMMP sites or at least monthly samples. Axial transects should be collected in estuaries and coastal locations influenced by freshwater inputs to allow normalisation of the data to salinity.

### 11.2 Sample location.

The sample location should be tested for or be of known homogeneity by collecting replicate samples, studies by some authors have suggested that up to 50% of the overall uncertainty may be due to the initial sampling carried out on site. Depth profiles should be collected at stratified sites.

### 11.3 Sample containers.

Sample containers should be clean and sterile. There are currently no clear recommendations for bottle types or material. Security of closures is paramount if sample integrity is to be maintained.

Tests should be performed on new containers to verify that the material and construction of the container does not give rise to unacceptable changes in the sample over the stated storage time and under actual storage conditions.

### 11.4 Sampling.

Reversing bottles or air displacement samplers should be used to collect samples from discrete depths in stratified waters and where depth profiles are required; water samples can also be pumped on board for a specified depth. Record the sampler type (see list).

Code	Description	Code	Description	Code	Description
AZT	Azlon-type sampler	GFL	Go-Flo sampler	LW	Limnos sampler
NAN	Nansen sampler	NSK	Niskin bottle	PMP	pump
ROS	Rosette sampler				

All sampling equipment should have well documented cleaning procedures. Where sampling is carried out from survey vessels, procedures should take account of the risks of potential contamination by the vessels overboard discharges.

### 11.5 Pretreatment.

Prior to freezing, removal of suspended matter that has potential to bias the determination in some way should be removed. Phosphate for example can be leached from particulate matter once exposed to the chemicals used for the analysis.

There are currently no clear recommendations for filter types or material. Encapsulated filters having cellulose nitrate membrane and glass fiber pre-filter can offer advantages where a high particulate loading is present in the samples.

Record the method of filtration (see list)

Code	Description	Code	Description	Code	Description
FCN	Cellulose nitrate filter	GFC	Glass fibre cartridge	GFF	Glass fibre filter
MF120	1.2 um membrane filter	MF20	0.20um membrane filter	MF45	0.45um membrane filter
MF80	0.80um membrane filter	N40	0.40um nucleopore filter	SAR	Sartorius filter

Excess pressure or vacuum should be avoided to reduce the risk of cell rupture and release of nutrients from biological material.

Tests should be performed on a regular basis to verify that the material and construction of the filter medium does not give rise to unacceptable contamination of the sample as a result of filtration.

Because filtration removes nearly all of the particulate matter, some of which may breakdown or leach nutrients once exposed to the chemicals used during analysis, hard criteria should be used to determine the need for filtration. It would not be acceptable to filter a sample on one occasion but not another purely as a result of visual appearance. Filtration at the time of sampling is therefore the preferred method.

### 11.6 Preservation.

There is little doubt that analysis immediately after sampling is the preferred procedure for determining dissolved nutrients in sea water however, due to operational constraints, samples must sometimes have to be stored and transported pending analysis.

Historically chemical preservatives, mercuric chloride or chloroform have been used to inhibit biological activity, but due to the environmental unacceptability, their use has almost ceased. Deep freezing is now the favoured option. Record the method of sample preservation

Code	Description	Code	Description	Code	Description
FR	Frozen	DF20	Deep freeze -20°C	DF70	Deep freeze -70°C
CHL	chloroform				

Due to the expansion of sea water during freezing, sample containers should not be completely filled to allow room for expansion and prevent subsequent loss of the analyte, from the sample.

### 11.7 Transport

Where freezing is employed bottles should not become brittle and a large as possible container is preferred to ensure that there is sufficient thermal mass to maintain the sample in a frozen state during transport. Miniature data loggers are now easily affordable, and tests can be performed to verify the integrity of samples during transport and storage, particularly where third parties are involved.

### 11.8 Quality Control.

To quantify uncertainty resulting from the sampling and sample handling procedures, organizations are encouraged to incorporate duplicate samples and fields blanks into their sampling procedures and then submit this as supporting QA Data.

### 11.9 References

**QUASH Quality Assurance of Sampling and Sample handling. Final Report  
Quasimeme Project Office.**

## Appendix 12. Procedural Guidelines for sampling and sample preparation of waters for Chlorophyll analysis.

### 12.1 Background.

Chlorophyll a is the most frequently measured parameter in water column samples that is used as an indicator of biomass. Samples should be collected as frequently as possible during Summer months (June, July, August). Sampling strategies should take account of the heterogeneous distribution of chlorophyll in the water column. Although this guide focuses on discrete samples that will be subject to laboratory analysis, most of the guidance can be used where discrete samples are taken for other methods of analysis.

### 12.2 Sampling

Water column samples can be collected using opaque containers and should be protected from excess heat and light. Filtration should be performed as soon as possible after sampling and preferably within one hour of sampling. Zooplankton, where present, may continue consume chlorophyll.

Tests should be performed on new containers to verify that the material and construction of the container does not give rise to unacceptable changes in the sample over the stated storage time and under actual storage conditions.

Where pumped systems are employed, cell rupture and subsequent loss of pigment should be a consideration. Where there may be doubt as to the suitability of a pumped supply, comparative studies should be carried out to verify that sample integrity is not being compromised.

Record the method of sample collection

Code	Description	Code	Description	Code	Description
AZT	Azlon-type sampler	GFL	Go-Flo sampler	LW	Limnos sampler
NAN	Nansen sampler	NSK	Niskin bottle	PMP	pump
ROS	Rosette sampler				

### 12.3 Sample Pretreatment

Glass fibre or membrane filter papers are mostly used and the final choice of filter media will depend on the subsequent analytical methods to be used.

Either pressure or vacuum the extent of which should be limited to avoid cell rupture usually assists filtration.

The pore size of the filter media should be small enough to capture picoplankton and GF/F (0.7 µm pore size) is recommended. [1]

The actual size and type of the filter media should be chosen prior to testing of analytical methods since the amount of water retention can significantly reduce the attack strength of the solvent used during the analytical stage. Once the amount of water retained is known for the media and filtration method used, the concentration of solvent added can be adjusted to compensate and to ensure that the attack strength of the solvent is at the optimum.

Removal of zooplankton is desirable because they can contain chlorophyll, they can be removed by pre filtering through a 100-150 µm mesh or can be picked off filters using tweezers.

Care should be exercised where large colonial phytoplankton are present as these may also fall victim to the pre filtering above.

Record the method of filtration

Code	Description	Code	Description	Code	Description
FCN	Cellulose nitrate filter	GFC	Glass fibre cartridge	GFF	Glass fibre filter
MF120	1.2 um membrane filter	MF20	0.20um membrane filter	MF45	0.45um membrane filter
MF80	0.80um membrane filter	N40	0.40um nucleopore filter	SAR	Sartorius filter

#### 12.4 Sample storage.

Storage conditions will have the largest impact on the end result, Deep freezing to –18C or below is both practical and the favoured option<sup>[1],[2]</sup> where the objective is to estimate total biomass. Where pigment information is required, more rigorous storage conditions may be needed.

Storage up to one month<sup>[1] [3]</sup> is possible when considering only chlorophyll a since early degradation products have spectral properties close to those of chlorophyll a .

Filters can be folded and wrapped in aluminium foil to reduce storage space needed.

Record the method of sample storage

Code	Description	Code	Description	Code	Description
FR	Frozen	DF20	Deep freeze -20°C	DF70	Deep freeze -70°C

#### 12.5 Sample Transport

Where transport of filter papers are necessary, steps should be taken to maintain the filters in a frozen state since the thermal mass of these samples alone may not be sufficient.

Samples can be frozen in blocks of ice using sea water or sandwiched between freezer packs<sup>[2]</sup> of sufficient size.

Portable low voltage freezers offer a suitable alternative.

#### 12.6 Quality Control.

Information on the performance of laboratories carrying out the analysis of nutrients in sea water is already a criteria used within the NMP data filter, but this falls short on providing information on the overall uncertainty of the submitted data. To quantify uncertainty resulting from the sampling and sample handling procedures, organizations are encouraged to incorporate duplicate samples and fields blanks into their sampling procedures and then submit this as supporting QA Data.

#### 12.7 References

[1]. ICES Techniques in Marine Environmental Sciences. Standard Procedure for the determination of chlorophyll a by spectroscopic methods ISSN 0903-2606

[2]. Quasimeme Laboratory performance studies Round 17/19 DE-6 Chlorophyll a in sea water.

[3]. Eds. Jeffrey S.W., Mantoura R.F.C. , Wright S.W. . 1997. Phytoplankton Pigments in Oceanography:Guidelines to modern methods. UNESCO.

## **Appendix 13. Procedural Guidelines for sampling and sample preparation of waters for contaminants analysis**

### **Principle**

Concentrations of contaminants in estuarine and coastal waters are in the low µg/l to ng/l range therefore great care must be taken when sampling to avoid contamination of the sample. Contamination can arise from a number of sources including the sampling platform, the sampling equipment and the surface microlayer. The sampling procedures described in this document are designed to prevent contamination from these sources.

Contaminant concentrations in saline waters are assessed against national and international Environmental Quality Standards (EQS). EQS are set for dissolved metals therefore the samples are filtered to remove particulate matter prior to acidification and analysis. Samples should be filtered as soon as possible after collection. EQS for trace organics are based on unfiltered samples.

Samples are easily contaminated during sampling and filtration by the sampling and filtration equipment and by the sampling platform. Trace metals samples are collected in acid washed bottles, trace organic samples are collected in solvent washed glass bottles.

Trace metal samples can be collected by hand (wearing gloves) or pumped on board ship using peristaltic or bellows system so that the sample avoids contact with metal. Samples should be collected from the downwind side of the ship to ensure that the water sampled is not contaminated by the ship. Samples must be collected from beneath the surface microlayer, preferable from a depth of 1m or beneath the ship's hull.

Trace metals filtration apparatus is plastic and cleaned with a 10% Nitric acid solution prior to use. Samples are filtered through acid (10% nitric acid) washed 0.45 µm (min) filters (polycarbonate or cellulose nitrate). Procedural blanks are included with each batch of analyses to check contamination arising from the filtration procedure.

Samples are filtered in a clean, dust free area, preferably in a clean air cabinet if available.

### **Preparation of bottles**

500 ml polyethylene bottles are used for all metals except mercury. Mercury samples are collected in glass bottles, as it will pass through the wall of polyethylene bottles.

Bottles are stored filled with 1% nitric acid. Bottles are emptied before use and rinsed three times with ultra pure water.

Trace organic samples are collected in solvent rinsed glass bottles with PTFE inserts in the lids.

### **Sampling**

Samples can be collected by hand from small boats where practical but trace metal samples are pumped aboard larger hulled boats for safety, trace organic samples are collected using weighted metal sampling apparatus.

Trace metals

Clean plastic powder free gloves must be worn when collecting the samples. The tubing used to pump the sample on board must be metal free and not come into contact with any metal surfaces. Peristaltic or PTFE bellows pumps are suitable for this purpose. The tubing is weighted and deployed over the side of the boat below the surface of the water. Samples must be collected from water that the vessel has not contaminated, i.e down wind of the boat.

The bottle and lid are rinsed with the sample before the sample is collected. When using a pumping system ensure the tubing is well flushed before collecting the metals samples.

Trace metal samples should be filtered as soon as possible after collection to avoid changes in metal partitioning within the sample bottle. Glass fibre filters are used to filter mercury samples; all other samples are filtered through cellulose nitrate filters.

Trace organics

Trace organics bottles are lowered to depth of 1m in a metal container. The mouth of the bottle is sealed with a PTFE bung which is removed at 1m. Sample bottles are filled to the shoulder to allow addition of solvent for preservation and avoid adsorption of analyte to the wall of the bottle. Samples collected for analysis of volatiles at filled to the brim and air bubbles must be avoided.

### **Sample preservation**

Trace metals

Samples are preserved by acidification to 0.1% for metals except Mercury which is acidified to 1% by the addition of trace analysis grade Nitric acid ( $d_{20}$ ). Samples can be stored at room temperature.

Organics

Samples are preserved by the addition of an appropriate volume of solvent and stored at room temperature.

### **QUALITY CONTROL**

An ultra pure water blank sample is included with every batch of metals samples. This is filtered and acidified as above.

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**Appendix 14: References for Analytical Methods**


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Subject	Publication
<b>Biological Effects</b>	
Benthos	Marine Pollution Monitoring Management Group (1990). Procedures for the Monitoring of Marine Benthic Communities at UK Sewage Sludge Disposal Sites. Scottish Fisheries Information Pamphlet Number 18.
	Rumohr, H. (Ed.) (1990). Soft-bottom Macrofauna: Collection and Treatment of Samples. ICES Techniques in Marine Environmental Sciences, No 27. 19pp.
	Rees, H. L., Heip, C., Vincx, M. and M. Parker. 1991 Benthic Communities: Use in Monitoring Point-Source Discharges. ICES Techniques in Marine Environmental Sciences, No 16. 70pp.
Oyster Embryo Bioassay	Environment Agency (1998). Short-term Ecotoxicological Method Guidelines for effluent and receiving water monitoring (Draft). Environment Agency Technical Report E83 ISBN 1 85705 115 7 - pages 6-1 to 6-34 plus note.
	Thain, J.E. (1998) Salinity correction method (unpublished B in draft).
<i>Tisbe battagliai</i> bioassay (sediment pore water)	ISO (1997). Water quality - determination of acute lethal toxicity to marine copepods (Copepoda, Crustacea), Draft International Standard ISO/DIS 14669, International Organisation for Standardization, Geneva, 20 pp. <sup>3</sup>
	Thain, J.E. (1998). Pore water extraction method (unpublished B in draft).
<i>Corophium</i> bioassays (whole sediment)	Roddie, B.D. and J.E. Thain (in press). Biological effects of sediment-bound contaminants: <i>Corophium</i> sp. Sediment bioassay and toxicity test. ICES Techniques in Marine Environmental Sciences, International Council for the Exploration of the Sea, Copenhagen. <sup>2</sup>
<i>Arenicola</i> bioassays (whole sediment)	Thain, J.E. and S. Bifield (in press). A sediment bioassay using the polychaete <i>Arenicola marina</i> . ICES Techniques in Marine Environmental Sciences, International Council for the Exploration of the Sea, Copenhagen. <sup>2</sup>
Imposex / intersex (dogwhelk / periwinkle)	OSPAR (1998). Technical Annex 3. TBT-specific biological effects monitoring. In JAMP Guidelines for Contaminant-specific Biological Effects Monitoring, Oslo and Paris Commissions, London, pp. 14-25.
EROD (fish liver)	Stagg, R. & A. McIntosh (1999). Biological effects of contaminants: determination of CYP1A-dependent mono-oxygenase activity in the liver of dab ( <i>Limanda limanda</i> ) by the fluorimetric measurement of 7-ethoxyresorufin-o-deethylase (EROD) activity. ICES Techniques in Marine Environmental Sciences, No. 23. International Council for the Exploration of the Sea, Copenhagen. <sup>2</sup>

Biomass Protocol	Rees, H. L., Moore, D. C., Pearson, T. H., Elliott, M., Service, M., Pomfret, J. and Johnston, D. (1990). Procedures for the Monitoring of Marine Benthic Communities at UK Sewage Sludge Disposal Sites. Scottish Fisheries Information Pamphlet No 18 DAFS, 79 pp.
	Rumohr, H., Brey, T. and Ankar, F. (1987). Compilation of Biometric Conversion Factors for Benthic Invertebrates of the Baltic Sea. Baltic Marine Biologists Publication No. 9.
<b>Sample Preparation</b>	Gardner, M.J. and S.D.W. Comber (1997) Sample filtration as a source of error in the Determination of Trace Metals in Marine Waters. Analyst. 122, 1029-1032.
<b>Quality Assurance</b>	QUASIMEME Annual Scheme for Laboratory Performance Studies. Available on the QUASIMEME web site ( <a href="http://www.QUASIMEME.marlab.ac.uk">http://www.QUASIMEME.marlab.ac.uk</a> )
<b>Fish Disease</b>	
Liver Neoplasia/Hyperplasia	ICES (1997) Report on the Special Meeting on the use of Liver Pathology of Flatfish for monitoring Biological Effects of Contaminants. ICES CM 1997/F:2. 75pp.
Liver Nodules and Externally Visible Fish Diseases	Bucke, D., Vethaak, A.D., Lang, T. and S. Møllergaard (1996) Common Diseases and Parasites of Fish in the North Atlantic: Training Guide for Identification. ICES Techniques in Marine Environmental Sciences, No 19. 27pp. <sup>2</sup>
Coal	Eagle, R.A., P.A. Hardman, M.G. Norton, R.S. Nunny, and M.S. Rolfe (1980), The field assessment of dumping wastes at sea: 5. Fisheries Research Technical report No. 51. MAFF, Pages 1-17.
<b>Contaminants</b>	JAMP Guidelines for monitoring contaminants in sediments. OSPAR Commission Monitoring Guidelines No. 2002-16
	JAMP Guidelines for monitoring contaminants in biota. OSPAR Commission Monitoring Guidelines
<b>Other Useful References</b> <sup>1</sup>	9th Report of the Benthos Ecology Working Group - ICES CM 1990/1.95.
	Proudfoot, R.K., Elliott, M.E., Dyer, M.F., Barnett, B.E., Allen, J., Proctor, N., Hemmingway, C. and N. Cutts (in preparation). National Marine Biological Analytical Quality Control (NMBAQC)
	Benthic Field Methods Workshop: Collection and processing of macrobenthic samples from soft sediments; best practice review. Hull University 17-21 March 1997.
	ICES publication in the 'Techniques in Marine Environmental Sciences' series : Biological effects of contaminants: Oyster ( <i>Crassostrea gigas</i> ) embryo assay.
	ICES Environmental Data Reporting Formats. TF 6/INFO.2.1-E, Sixth Meeting of the North Sea Task Force.
	JAMP Monitoring Guidelines (1997) Oslo and Paris Commission (9/6/97).
	ICES (1997) Report of the ICES Advisory Committee on the Marine Environment, 1997. ICES Cooperative Research Report, 222.

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**Appendix 15: Reference to Relevant Web Sites**

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OSPAR	<a href="http://www.ospar.org">http://www.ospar.org</a>
ICES	<a href="http://www.ices.dk">http://www.ices.dk</a>
DEFRA	<a href="http://www.defra.gov.uk">http://www.defra.gov.uk</a>
SERAD Marine Laboratory	<a href="http://www.marlab.ac.uk">http://www.marlab.ac.uk</a>
CEFAS	<a href="http://www.cefas.co.uk">http://www.cefas.co.uk</a>
EA	<a href="http://www.environment-agency.gov.uk">http://www.environment-agency.gov.uk</a>
EHS	<a href="http://www.ehsm.gov.uk">http://www.ehsm.gov.uk</a>
SEPA	<a href="http://www.sepa.org.uk">http://www.sepa.org.uk</a>

## **Appendix 16: Data Submission**

From June 2006 all data is submitted to the Marine Environment Monitoring and Assessment National database (MERMAN). The MERMAN database is hosted by Defra and managed by the British Oceanographic Data Centre (BODC).

Data is submitted to MERMAN via the Defra portal (<http://portal.defra.gov.uk>) by data submitters. Data submitters have a user ID and password for access to MERMAN.

Data is submitted as .csv files derived from formatted master Excel spreadsheets. Excel spreadsheets are maintained by BODC who supply submitters with the latest version. Organisations are supplied with one spreadsheet per data type (eg. sediment, water, biota, biology). All data must be collated on the same spreadsheet as data is overwritten in the data base each time the spreadsheet is submitted

The data submission process is detailed in the MERMAN User Guide.

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**Appendix 17: - Membership of the Clean Safe Seas Evidence Group**

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**Mike Waldock (Chair)**

Cefas Weymouth Laboratory  
The Nothe,  
Barrack Road  
Weymouth  
Dorset  
DT4 8UB  
Tel: 01305 206600  
e-mail: [mike.waldock@cefas.co.uk](mailto:mike.waldock@cefas.co.uk)

**Judy Dobson (Technical Secretary)**

SEPA  
Clearwater House  
Heriot Watt Research Park  
Avenue North  
Riccarton  
Edinburgh  
EH14 4AP  
Tel: 0131 273 7308  
e-mail: [judy.dobson@sepa.org.uk](mailto:judy.dobson@sepa.org.uk)

**John Thain (Chair – Biological Effects Advisory Group)**

**Cefas Weymouth Laboratory**  
The Nothe,  
Barrack Road  
Weymouth  
Dorset  
DT4 8UB  
Tel: 01305 206600  
e-mail: [J.E.Thain@cefas.co.uk](mailto:J.E.Thain@cefas.co.uk)

**Mike Gardner (Chair – National Marine Chemical Advisory Group)**

Principal Consultant Regulatory  
Compliance  
Atkins Limited  
160 Aztec West  
Almondsbury,  
Bristol,  
BS32 4TU  
Tel: 01454 2014000  
[michael.gardner@atkinsglobal.com](mailto:michael.gardner@atkinsglobal.com)

**Michael McAliskey (NIEA Responsible Officer)**

**Northern Ireland Environment Agency**  
17 Antrim Road  
Lisburn  
Co Antrim  
BT28 3AL  
Tel : 02892 623162  
e-mail: [michael.mcaliskey@doeni.gov.uk](mailto:michael.mcaliskey@doeni.gov.uk)

**Sarah Peaty (EA Responsible Officer)**

**Environment Agency**  
Kingfisher House  
Goldhay Way  
Orton Goldhay  
Peterborough  
PE2 5ZR  
Tel: 01733 464332  
e-mail: [sarah.peaty@environment-agency.gov.uk](mailto:sarah.peaty@environment-agency.gov.uk)

**Thomas Maes (CEFAS Responsible Officer)**

**Cefas Lowestoft Laboratory**  
Pakefield Road  
Lowestoft  
Suffolk  
NR33 0HT  
Tel: Tel: 01502 564433  
e-mail: [Thomas.maes@cefas.co.uk](mailto:Thomas.maes@cefas.co.uk)

**Clare Jackson (CEFAS Programme)**

**Cefas Burnham Laboratory**  
Pakefield Road  
Lowestoft  
Suffolk  
NR33 0HT  
Tel: Tel: 01502 564433  
e-mail: [clare.jackson@cefas.co.uk](mailto:clare.jackson@cefas.co.uk)

**Brian Stewart (AFBI Responsible Officer)**  
**AFBI Headquarters**  
Newforge Lane  
Belfast  
BT9 5PX  
Tel: 028 90 255550  
e-mail: [Brian.Stewart@afbini.gov.uk](mailto:Brian.Stewart@afbini.gov.uk)

**Martyn Cox (Scottish Government)**  
**The Scottish Government**  
Marine Strategy Division  
Area 1 A south  
Victoria Quay  
Edinburgh  
EH6 6QQ  
Tel: 0131 244 7463  
e-mail: [Martyn.Cox@scotland.gsi.gov.uk](mailto:Martyn.Cox@scotland.gsi.gov.uk)

**Sue Kinsey (Litter Monitoring)**  
**Marine Conservation Society,**  
Unit 3,  
Wolf Business Park,  
Alton Road,  
Ross-on-Wye,  
Herefordshire,  
HR9 5NB  
Tel: 01989 566017  
e-mail: [sue.kinsey@mcsuk.org](mailto:sue.kinsey@mcsuk.org)

**Marie Russell (FRS Responsible Officer)**  
**FRS Marine Laboratory**  
Marine Scotland  
PO Box 101  
375 Victoria Road  
Aberdeen  
AB11 9DB  
Tel: 01224 295688  
e-mail: [russellm@marlab.ac.uk](mailto:russellm@marlab.ac.uk)

**Robin Law (Oil Spill Monitoring)**  
**Cefas Lowestoft Laboratory**  
Pakefield Road  
Lowestoft  
Suffolk NR33 0HT  
Tel: 01502 562244  
e-mail: [robin.law@cefas.co.uk](mailto:robin.law@cefas.co.uk)

**Rob Fryer (Data Assessment)**  
**FRS Marine Laboratory**  
**Marine Scotland**  
PO Box 101  
Victoria Road  
Aberdeen  
AB11 9DB  
Tel: 01224 295502  
e-mail: [R.Fryer@Marlab.ac.uk](mailto:R.Fryer@Marlab.ac.uk)

**Mark Charlesworth (Data Management)**  
**British Oceanographic Data Centre**  
Joseph Proudman Building  
6 Brownlow Street  
Liverpool  
L3 5DA  
Tel: 0151 795 4861  
e-mail : [mecha@bodc.ac.uk](mailto:mecha@bodc.ac.uk)

**Paul Dale (Radioactivity Monitoring)**  
**SEPA Corporate Office**  
Erskine Court  
Castle Business Park  
STIRLING  
FK9 4TR  
Tel: 01786 457700  
e-mail : [paul.dale@sepa.org.uk](mailto:paul.dale@sepa.org.uk)

**Brian Miller (SEPA representative)**  
**SEPA, Orbital House**  
3 Redwood Crescent  
Peel Park  
EAST KILBRIDE  
G74 5PR  
Tel: 01355 574200  
Fax: 01355 574688  
e-mail: [brian.miller@sepa.org.uk](mailto:brian.miller@sepa.org.uk)

**Jaqui McElhinney (Algal Toxin Monitoring)**  
**Food Standards Agency (Scotland)**  
6th Floor  
St Magnus House,  
25 Guild Street,  
Aberdeen,  
AB11 6NJ  
Tel: 01224 285100  
e-mail:  
[Jacqui.McElhinney@foodstandards.gsi.gov.uk](mailto:Jacqui.McElhinney@foodstandards.gsi.gov.uk)

**Tabitha Dale (DEFRA)**

**DEFRA**

Nobel House  
17 Smith Square

London  
SW1P 3JR

e-mail:  
[tabitha.dale@defra.gsi.gov.uk](mailto:tabitha.dale@defra.gsi.gov.uk)

**Ron Lee (Microbiology)**

**Cefas**

Barrack Road, The Nothe  
Weymouth

Dorset  
DT4 8UB

e-mail : [ron.lee@cefas.co.uk](mailto:ron.lee@cefas.co.uk)

**Ian Robertson (Radioactivity  
Monitoring)**

SEPA Corporate Office  
Erskine Court

Castle Business Park  
STIRLING

FK9 4TR  
Tel: 01786 452632

e-mail: [ian.robertson@sepa.org.uk](mailto:ian.robertson@sepa.org.uk)

**Kevin Black**

Partrac Ltd  
141 St James Road

Glasgow  
G4 0LT

Tel: 0141 303 8255

e-mail: [kblack@partrac.com](mailto:kblack@partrac.com)

**Corresponding Members:**

**Jon Barry (Statistics)**

145 Willow Lane  
Lancaster

LA1 5PU

Tel: 01524 844113

Email: [jbarry@lancaster.gov.uk](mailto:jbarry@lancaster.gov.uk)