

Testing laboratory accredited by NAH under No NAH-8-0003/2023.

Wastewater Sampling Proficiency Test (QDJM-5/2026) Participant Guide

 **Sampling Date: 29th September 2026**

 **Location: Hejőpapi Regional Waste Treatment Landfill**

 **Reporting Deadline: 2nd October 2026, 16:00**

Before attending the proficiency test, please ensure that you:

- ☐ Bring your routine sampling equipment
- ☐ Bring equipment for on-site measurements
- ☐ Bring a container for any chemical waste generated during sampling
- ☐ Arrive at least 30 minutes before your assigned start time
- ☐ Follow all safety requirements on site

1. BEFORE YOU ARRIVE

Sampling will take place at a designated section of the municipal waste leachate storage facility. The liquid surface is approximately 4-6 m below the access point of the reservoir. Participants must use their own routine sampling equipment, such as a **telescopic sampler** or **rope-operated** sampling device.

- ☐ Recommended Personal Equipment
- ☐ Field footwear suitable for uneven terrain or rubber boots in rainy weather
- ☐ Sampling equipment required by your routine procedure
- ☐ On-site measurement instruments
- ☐ Chemical waste collection container

2. ARRIVAL AND REGISTRATION

 **Arrival:** please arrive at least **30 minutes** before your scheduled sampling time to allow registration and distribution of sampling materials. Parking guidance will be available on site.

 **Registration:** at the QualcoDuna reception point you will:

- Register your attendance
- Receive the sampling kit (bottles, filters, syringes)
- Receive sampling and further assignment information

Preparation for sampling

Sampling is organized in groups of maximum **8 participants** in each **60 minute interval**.
A **maximum of 2 team members** per participant may access the reservoir simultaneously.

Please check your assigned interval group and respect your allotted time slot.
Adherence to the assigned schedule is essential!

Participants missing their assigned interval will be reassigned only where feasible. There is no guarantee that an alternative sampling interval will be available immediately upon arrival.

Participants will proceed to the sampling location in their assigned groups under the guidance of the QualcoDuna representative.

3. SAMPLING

Sample Collection

Participants shall:

- Collect a near-surface point sample
- Follow their routine sampling procedure
- Use their own equipment
- Record all observations according to normal practice

Important:

the surface of the liquid in the reservoir is about 3-5 m from the top, prepare accordingly!

4. ON-SITE MEASUREMENTS

The following parameters are to be measured on site by the Participants:

- pH, Corrected to 25°C;
- Conductivity, Corrected to 25°C;
- Water temperature.

Important: Results must be documented in the sampling report and later entered into the online reporting system.

Preparation of laboratory samples:

Participants are required to prepare 3 identical sets of samples

To ensure homogeneity of samples the participants are required to **filter the wastewater for Sample Set A** with the provided 0.45 µm filters.

Sample Set A – TO BE FILTERED	Sample Set B
Cations Total phosphorus	Anions Total nitrogen
Important: Preservative nitric acid already is in the container!	

5. PREPARATION OF SAMPLES

Labelling Requirement

Containers must be labelled with:

- ☒ Participant name

Do not use:

- ☒ PT sample code
☒ Laboratory code

6. Sample Submission

At the end of sampling submit to QualcoDuna

- Two complete sample sets
- Original sampling report

One of the submitted sample sets will be stored by the Proficiency Testing Department at a controlled temperature of 4 ± 3 °C. These retained samples serve as reserves for potential re-analysis in the event of any discrepancies or issues identified during the initial testing.

Keep for Your Records

Participants retain one complete sample set, which may be analysed by their own laboratory if desired. This analysis is optional.

7. AFTER LEAVING THE SITE

Electronic Reporting

All measurement results must be entered in the QualcoDuna Online Services (<https://qualcoduna.hu/en/>) system.

Submission Deadline:

2nd October 2026, 16:00

Online Reporting Checklist

- Log in using your username and password
- Open "Record and View Measurement Results".
- Enter all required data.
- Verify units of measurement.
- Save submission.
- Confirm that the success message appears.

If no confirmation is displayed, the submission was unsuccessful.

Important Data Entry Rules

Use the specified units only.

Do not enter values as zero ("0") unless a true measurement result.

Values reported as "<" or ">" cannot be included in evaluation.

8. EVALUATION

The final assessment will include:

On-Site Measurements - weighted double in the final evaluation.

- pH
- Conductivity
- Water temperature (total and by groups)

Laboratory Parameters (only those that are applicable)

- Chloride
- Sulfate
- Total Nitrogen
- Total Phosphorus
- Calcium
- Cadmium
- Chromium
- Magnesium
- Nickel
- Lead
- Zinc



Technical Contact

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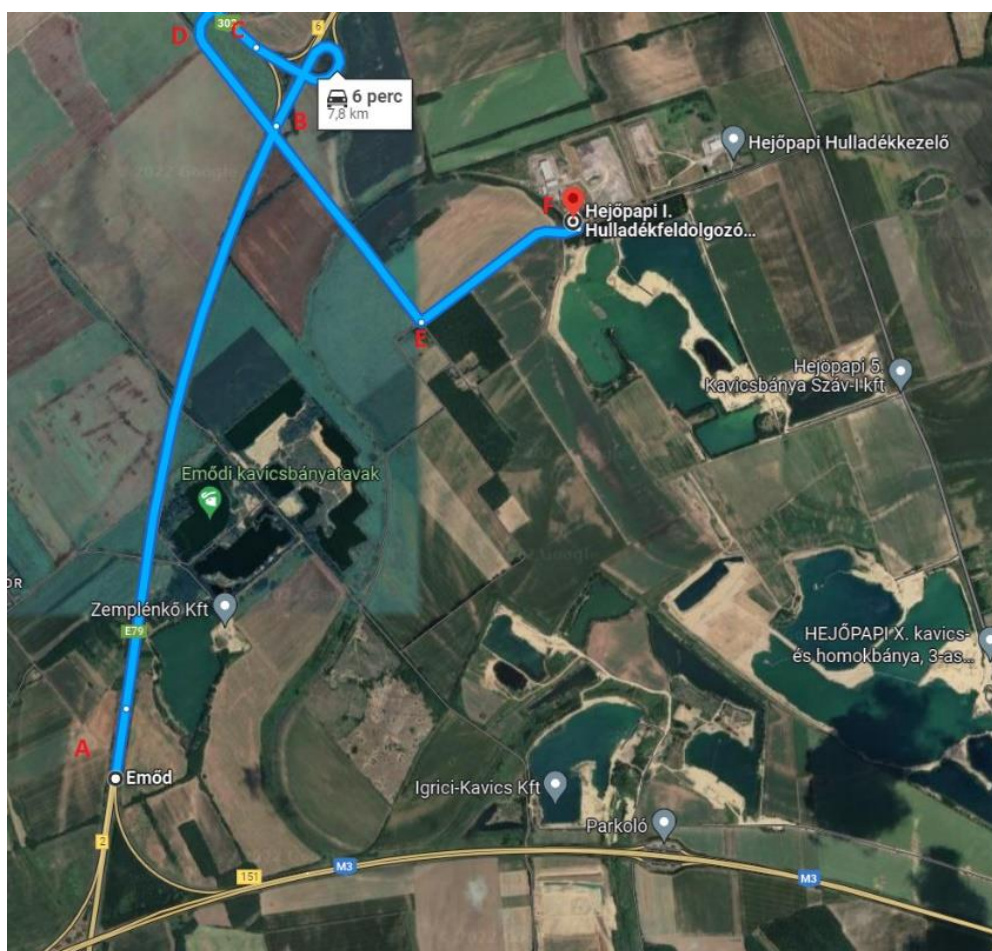
APPENDIX

Sampling location – map and photo documentation

The wastewater sampling location is indicated on the map below. The blue line marks one of the possible access routes to the work area labeled “F” (Hejőpapi I. Hulladékfeldolgozó Központ telephelye).

Point “A” marks Exit 151 of the M3 motorway, leading toward the E71/E79/M30 route (Miskolc/Slovakia). After exiting the motorway, continue approximately 2 km and turn off at Exit 6 (“B” point) toward Emőd, onto Route 302. Follow Route 302 for approximately 3 km until reaching an intersection, where the Highway Engineering Depot (Autópálya Mérnökség) is located on the right-hand side (“C” point). At this intersection, turn left. After approximately 120 meters, the road curves to the left, and a dirt road branches off to the right (“D” point). Continue on the paved road to the left. Passing the “PRIVATE ROAD!” (MAGÁNÚT) sign, you will arrive at the intersection marked “E”, where you should turn left and proceed to the work area labeled “F”.

The work area marked “F” is accessible by passenger car even after rainfall. For sampling, we recommend wearing stable, field-appropriate footwear such as sturdy shoes or boots; in rainy conditions, rubber boots are advised.



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„C” point: (turn left; on the right side is the Highway Engineering Depot (Autópálya Mérnökség)):



„D” point: (keep left):



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„E” point (keep left):



„F” point, entry to the site:



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Please do not drive onto the site! Parking is available off-site, where we will also be able to hand over the sampling units.

The sampling location and the staircase used to access it



The exact distance from the water surface to the edge will be sent to all participants the week before sampling in order to prepare for sampling.



Change control

Version No	Date	Description of changes
1	07.08.2026	first release