

Instructions for Biosolids PFAS data submittal

Permittees must submit data for PFAS in biosolids as required by the Minnesota Biosolids PFAS Strategy (Strategy). The Minnesota Pollution Control Agency (MPCA) is requiring that this data be submitted in an electronic data deliverable (EDD) using EQuIS Lab_MN format. Use the following instructions to obtain the EDD in the LAB_MN format from your laboratory for submittal. These instructions pertain to samples collected for the Strategy only. This procedure and associated tools should not be used for samples collected for process control or source identification of PFAS.

Instructions for NPDES/SDS Permittee

Use the instructions below to ensure the LAB_MN EDD is received in the proper format.

- Click on the MPCA_COC_Biosolids_PFAS(.zip) link from the [EQuIS developer \(EarthSoft\)](#) website to download the .zip file.
- Open the MPCA Chain of Custody for Biosolids PFAS Analysis (Excel) and Instructions for MPCA Chain of Custody for Biosolids PFAS Analysis (PDF). Follow the Instructions for MPCA Chain of Custody for Biosolids PFAS Analysis to fill out details for the biosolids PFAS sampling event prior to printing the MPCA Chain of Custody for Biosolids PFAS Analysis. Note that some information can be handwritten after printing such as sampling dates and times. Signatures and their associated dates and times must be handwritten.
- Print the MPCA COC for Biosolids PFAS Analysis and ensure it is signed with the date and time for lab submission with the samples.
- Include a copy of the Instructions for Laboratory below with the chain of custody to the laboratory.
- **Do not** alter the LAB_MN EDD file provided from the laboratory when submitting to the MPCA along with the PDF lab report.
- Submit the PDF laboratory report **and** the LAB_MN EDD to the MPCA Biosolids PFAS Team at municipal.wastewater.pfas.mpca@state.mn.us.

Send questions regarding biosolids PFAS document submittal to Wastewater PFAS email listed above.

Instructions for Laboratory (LAB_MN EDD)

Download the files and supporting documentation to create the LAB_MN EDD from the [EQuIS developer \(EarthSoft\)](#) website. **Provide the completed LAB_MN EDD and the PDF lab report to the permittee** with the file name “PRJ08494_Facility name_YYYY-MM.MNPCA_NPDES.Lab_MN”, for example

PRJ08494_St. Cloud_2023-03.MNPCA_NPDES.Lab_MN. The lab may include other identifiers in the open text field with the project code and facility name.

Materials necessary for submitting data using LAB_MN: EQuIS data deliverable

- Reference values file
- Lab_MN supporting materials file

Send questions regarding the Lab_MN EDD process to the MPCA’s EQuIS team wqdata.mpca@state.mn.us.