Appendix A - EDR Data Entry Requirements

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Column Name	ZDHC Explanatory Note	Example	Accepted Values (1)	Input Method	Data Type	Data Validation	Required
EDR Version Number	Version of the EDR used to determine logic to process the EDR this number will change as new fields are added or validation is changed.	3.0		Auto-populated via Customer EDR Builder or manual input	Number	EDR version matches a current version within the ZDHC Gateway	Required* *Auto-populated via Custom EDR Builder for a single Supplier
Supplier Name	Name of the facility where sampling is conducted.	Acme Supplier A Ltd.		Auto-populated via Customer EDR Builder or manual input	Character(255)	Name should match the facility name on the ZDHC Gateway based on the Supplier ZDHC AID	Required* *Auto-populated via Custom EDR Builder for a single Supplier
Supplier ZDHC ID	Refers to the Account ID (AID) that the supplier has on the ZDHC Gateway. Labs should request this number from the supplier, and it serves as a counter-check from a data standpoint	AB124M6G		Auto-populated via Customer EDR Builder or manual input	Character(8)	Validation: [A-Z],[0-9] Map to an existing ZDHC AID	Required* *Auto-populated via Custom EDR Builder for a single Supplier
ZDHC Wastewater Guideline	Refers to the ZDHC Wastewater Guideline that is applicable to the Supplier where the sampling is conducted. This value will be generated by the Custom EDR Builder within the ZDHC Gateway.	ZDHC Wastewater Guidelines V2.0	ZDHC Wastewater Guidelines V2.0 ZDHC Leather Wastewater Guidelines V2.0 ZDHC Man-Made Cellulosic Fibres Guidelines V1.0	Auto-populated via Customer EDR Builder or manual input	Character(50)	Must match a value from one of the accepted values	Required* *Auto-populated via Custom EDR Builder for a single Supplier
Lab Name	The name of the primary laboratory. The name should match the Lab Name listed on the Gateway but it is not required.	Sample Lab GmbH		Auto-populated via Customer EDR Builder or manual input	Character(255)	Name should match the facility name on the ZDHC Gateway based on the Supplier ZDHC AID	Required* *Auto-populated via Custom EDR Builder for a single Supplier
Lab ZDHC AID	Refers to the Account ID (AID) that the ZDHC Approved Wastewater laboratory has on the ZDHC Gateway.	EDG 2334A		Auto-populated via Customer EDR Builder or manual input	Character(8)	Validation: [A-Z],[0-9] Map to an existing ZDHC AID	Required* *Auto-populated via Custom EDR Builder for a single Supplier
Sampler ID	Refers to the Sampler ID of the designated and approved sampler conducting the sampling from the Laboratory Management System (LMS).	12334433BB		Manual Input	Character(10)		Required
Sample Method	Refers to the method used to conduct the sample of the given parameter.	Composite Sampling Method	Composite Sampling Method Approved Single Grab Method	Manual Input via drop-down menu	Character(50)	Must be a value from the pre-defined list	Required
Sample Location	Refers to the three types of sample location. 'Untreated' used for MRSL parameters. 'Effluent' for Metals, Conventionals or Anions, and 'Sludge' for parameters required to be sampled in Sludge	Untreated	Untreated Effluent Sludge	Auto-populated via Customer EDR Builder or manual input	Character(50)	Must match a value from one of the accepted values	Required* *Auto-populated via Custom EDR Builder for a single Supplier
Sample Location ID	Refers to the ID for the given sample location. The format that is used when generated via the Custom EDR Builder is: Supplier ZDHC ID + "_" + Sample Type + "_" + Number of Location. This should also be the format if inputted manually. Example: AB124M6G_Untreated_1	AB124M6G_Untreated_1		Auto-populated via Customer EDR Builder or manual input	Character(50)	ID must match the an ID from the Sample Plan of the given Supplier. Please check the sample plan via the Customer EDR Builder for reference	Required* *Auto-populated via Custom EDR Builder for a single Supplier
Sludge Disposal Pathway	Refers to the main Sludge Disposal Pathway used by the given Supplier and as provided in the Custom EDR Builder.	Offsite Incineration at >1000 oC	Offsite Incineration at >1000oC Landfill with Significant Control Measures Building Products Processed at >1000oC Landfill with Limited Control Measures Offsite Incineration and Building Products Processed at <1000oC Landfill with No Control Measures Land Application	Auto-populated via Customer EDR Builder or manual input	Character(50)	Must match a value from one of the accepted values Only one Sludge Disposal Pathway must be present per Supplier. Please refer to Sample Plan of the given Supplier through the Custom EDR Builder	Required* *Auto-populated via Custom EDR Builder for a single Supplier
Lab Test Ref ID	Test Report Sample ID number assigned by the ZDHC Approved Wastewater Laboratory. (Used for traceability purpose and updating the Sample Values.) For Historic Data, if the sample ID already exists in the Gateway, then the sample will be replaced. See 'How to Update and Delete Test Reports' in Appendix C.			Manual Input	Characters (150)	Must be unique for each lab. Cannot exist in the ZDHC Gateway if it's a new Wastewater Results upload	Required

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Column Name	ZDHC Explanatory Note	Example	Accepted Values (1)	Input Method	Data Type	Data Validation	Required
TRID	The Gateway Test Report ID (TRID) number assigned by the Gateway. This is used to group all samples that are presented in a single ClearStream report. If the TRID is present in the new/ updated file all existing data linked to the TRID will be replaced by the data in the new/ updated file. See 'How to Update and Delete Test Reports' in Appendix C.	TR 12P456		Auto-populated via Customer EDR Builder or manual input	Character(8)	TRID cannot already exist if the value in Action is "Create" Must be in the correct format "TR" followed by 6 alphanumeric characters ([0-9],[A-Z])	Required* *Will be blank when an EDR file is first generated, auto-populated at the point of the first upload of an EDR file
Parameter Code	CAS number of the analytes that you are reporting. In case an analyte carries a multiple CAS numbers, only those stated in the ZDHC documents (such as the ZDHC Wastewater Guidelines and ZDHC MRSL) will be accepted. Please see Appendix D for a full list of Parameter Codes.	94-0-234	Refer to Appendix D	Auto-populated via Customer EDR Builder or manual input	Characters (50)	Must be exist in Appendix D, and be part of the Guideline being tested against for that given Supplier, based on their Discharge Type and daily wastewater generated	Required* *Auto-populated via Custom EDR Builder for a single Supplier
Parameter Name	Name of the parameter that reporting, please follow the naming convention in the latest version of the applicable ZDHC Wastewater Guidelines.	Naphthalene	Refer to Appendix D	Auto-populated via Customer EDR Builder or manual input	Character(255)	Must be exist in Appendix D, and be part of the Guideline being tested against for that given Supplier, based on their Discharge Type and daily wastewater generated	Required* *Auto-populated via Custom EDR Builder for a single Supplier
Sample Date	Date of which the sampling was conducted. Date must be expressed in MMM-DD YYYY	Oct-19 2018		Manual Input	Date (MMM-DD YYYY)	Format needs to match that stated in the Data Type column Cannot be later than the Preparation or Analysis date	Required
Preparation Date	The date the sample was prepared and extracted for analysis. Date must be expressed in MMM-DD YYYY	Oct-19 2019		Manual Input	Date (MMM-DD YYYY)	Format needs to match that stated in the Data Type column Cannot be later than the Analysis date or earlier than the Sample date	Required
Analysis Date	The date of analysis. Date must be expressed in MMM-DD YYYY	Oct-20 2020		Manual Input	Date (MMM-DD YYYY)	Format needs to match that stated in the Data Type column Cannot be earlier than the Sample or Preparation Date	Required
Test Method	The methods which the ZDHC Approved Wastewater laboratory used to analyse the target analytes. Guidance: If multiple test methods, include all methods and sub-methods.	SW 8270	Refer to latest ZDHC Wastewater Guideline being tested against for the given Supplier	Manual Multiple Input via drop-down menu	Character(255)	Must be an accepted Test Method for the given parameter, as stated in the latest ZDHC Wastewater Guideline	Required
Other Test Method	The methods which the accepted laboratory used to analyse the target analytes, that is not currently an approved test method by ZDHC. This column can only be used if "Other" is selected in Test Method column.	SW 8270		Manual Input	Character(255)	Can only be populated if the "Other" is selected in Test Method	Optional
Result Numeric	Refers to the result for that given parameter, if it is a numeric value Must be a number with up to 3 significant figures For Non-Detect (ND) or Not-Analysed (NA) leave blank and use Result Text	5.01		Manual Input	Numeric	Must be a valid decimal with no more than three decimal places.	Optional* *Either Results Numeric or Result Text is required
Unit of Measure	Refers to the Unit of Measure for the result numeric value if provided. Each parameter should be reported against its own single unit. It is the laboratories responsibility to ensure proper unit conversion.	ug/L	Refer to Appendix D	Manual Input via drop-down menu	Character(255)		Optional* *Required if Result Numeric is populated
Result Text	Refers to the result of the sample of the given parameter if either NA, ND, Pass, Fail, Absent or Present. Please refer to the latest version of the ZDHC Wastewater Guidelines for direction on which values are allowed from Result Text. For example, the only values accepted for E.COLI is 'Absent' or 'Present', and 'NA-Risk' to be used when taking a sample poses a safety risk to human health. For Paint Filter Test the only acceptable values are either 'Pass' or 'Fail'.	NA - Bad Sample	NA - Risk NA - Bad Sample NA - Lost Sample NA - Not Requested ND - Non-Detect Pass Fail Present Absent	Manual Input via drop-down menu	Character(255)	Must match a value from one of the accepted values Must be an accepted result value for the given parameter as stated in the latest ZDHC Wastewater Guideline being tested against for the given Supplier Value "NA - Risk" can only be used for Wastewater Flowrate or Temperature. In order to report a Non-Detect (ND), the ND must include a numerical value that represents the Laboratory calculated Level of Quantification (LOQ) for each parameter and where the Laboratory calculated LOQ is at or lower than the lowest ZDHC limits (e.g. MRSL wastewater, MRSL sludge and wastewater aspirations limits). Non-Detect is not allowed for certain parameters, including colour, pH, and temperature.	Optional* *Either Results Numeric or Result Text is required

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Column Name	ZDHC Explanatory Note	Example	Accepted Values (1)	Input Method	Data Type	Data Validation	Required
Result Leachate	Refers to the Leachate result of the given parameter tested in Sludge Only required if the Threshold Limit is exceed Please refer to the latest version of the ZDHC Wastewater Guidelines for direction on Sludge testing	0.25		Manual Input	Numeric	If Result Numeric is populated and the value exceeds the threshold limit, then Leachate Result must be populated	Optional* *If Result Numeric is populated and the value exceeds the threshold limit, then Leachate Result must be populated
Lab Detection Limit		0.565		Manual Input	Numeric	Must be a valid decimal with no more than three decimal places.	Optional* *Required if Result Numeric is populated
Lab Level of Qualification	The laboratory reporting limit is 5-10 times higher than the MDL. That "safety factor" is applied to the MDL to compensate for varying "noise levels" of the method and varying sensitivity of the detector. Therefore, the lab applies a safety factor to the MDL, based on their best judgement, so that on any day an "ND" reported result is absolutely below the Reporting Limit value. The Level of Quantification (LOQ) will be established using ISO/TS 13530:2009 4.4.7. ZDHC requires laboratories to provide their LOD and LOQ into the ZDHC Laboratory and Certifier Management Platform.	1.345		Manual Input	Numeric	Must be a valid decimal with no more than three decimal places. To be a ZDHC accepted laboratory, the laboratory LOQ must be at or lower than the ZDHC Aspirational limit (conventional and metals) and at or lower than the ZDHC MRSL wastewater reporting limit. If the ZDHC minimum LOQ cannot be achieved, an alternate method must be approved by ZDHC. Alternately, a subcontracted laboratory can be used. The ZDHC minimum required LOQ's are presented in the ZDHC Wastewater Guidelines. These were established with consideration to achieving these levels with good laboratory practices.	Optional* *Required if the result of the parameter is "ND"
Laboratory Blank		4.675		Manual Input	Numeric	Must be a valid decimal with no more than three decimal places.	Optional* *Required if Result Numeric is populated
Laboratory Control Sample		4.654		Manual Input	Numeric	Must be a valid decimal with no more than three decimal places.	Optional* *Required if Result Numeric is populated
Sample Duplicate Result		3.124		Manual Input	Numeric	Must be a valid decimal with no more than three decimal places.	Optional* *Required if Result Numeric is populated
Matrix Spike		1.245		Manual Input	Numeric	Must be a valid decimal with no more than three decimal places.	Required
Maximum Holding Time Exceeded		Yes	Yes No	Manual Input via drop-down menu	Character(3)	Must match a value from one of the accepted values	Required
Action	See 'How to Update and Delete Test Reports' in Appendix C.	Create	Create Update Keep Files Update Delete Files Delete	Auto-populated	Character(10)	Validation: [A-Z]	Required
Lab Test Report File	The lab test report is the PDF attached to the complete set of test reports. The file may include photos				Character(255)	Check name exists in attachments uploaded Can only be file type **.pdf**	Required
Attachment1					Character(255)	Check name exists in attachments uploaded	Optional
Attachment2					Character(255)	Check name exists in attachments uploaded	Optional
Attachment3					Character(255)	Check name exists in attachments uploaded	Optional
Attachment4					Character(255)	Check name exists in attachments uploaded	Optional
Notes					Character(255)	Length	Optional
Error	Error description populated by ZDHC during the uploading process of the file.			*Auto generated by ZDHC Gateway	Character(255)		Optional* *Auto generated by ZDHC Gateway