State of Wisconsin
Department of Natural Resources
dnr.wi.gov

Septage: Weekly pH Meter Calibration Log

Form 3400-229 (11/22)

Notice: The Wisconsin Department of Natural Resources (department) has the authority to inspect service, disposal and other pertinent records associated with businesses or persons engaged in the business of servicing septic tanks, holding tanks, dosing chambers, grease interceptors, seepage beds, seepage trenches, seepage pits, distribution cells, privies or portable restrooms as applicable in s. NR 113.02, Wis. Adm. Code. While the use of this department-provided form is optional, businesses or persons are required to collect and maintain the necessary records pursuant to ch. NR 113, Wis. Adm. Code and 40 CFR 503, Code of Federal Regulations. This form is provided to assist businesses or persons in those record collections. The responsibility of using this form remains the responsibility of the businesses and/or persons engaged in the business of septage servicing. Records shall be certified pursuant to subd. par.. NR 113.11(3)(c)3.g., Wis. Adm. Code or pursuant to 40 CFR 503, Code of Federal Regulations. Any person who violates ss. 281.17(3), 281.98, Wis. Stats, chs. NR 113 and/or NR 114, Wis. Adm. Code, is subject to forfeitures of not less than $10 or more than $5000 for each violation (s. 281.98, Wis. Stats.) and/or is subject to citations pursuant to ch. NR 113, Wis. Adm. Code. Each day of continued violation is a separate offense.

Business Name/License #: _____ Period Beginning:_____

1 Meter ID	2 Date	3 Time	4 7.0 Buffer Solution Reading	5 10.01 Buffer Solution Reading	6 pH Results OK?	7 2nd Calibration Required?	8 Initials
					Y N	Y N	
Notes:							
					Y N	Y N	
Notes:							
					Y N	Y N	
Notes:							
					Y N	Y N	
Notes:							
					Y N	Y N	
Notes:							
					Y N	Y N	
Notes:							
					Y N	Y N	
Notes:							
					Y N	Y N	
Notes:							

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Instructions

Each person who services a private onsite wastewater treatment system (POWTS) shall keep daily log book and invoice records system and make these records available to Wisconsin Department of Natural Resources (department) staff upon request (per par. NR 113.11(3)(c), Wis. Adm. Code). To achieve accurate pH monitoring results when using pH meters, the meters must be frequently calibrated with appropriate buffer solutions. It may be helpful to maintain any instructions for use and/or any documentation that came with the meter should there be any issues while calibrating the meter. While not required to use this form, businesses may use this optional form to maintain necessary records. Failure to complete all information required by ch. NR 113, Wis. Adm. Code may result in enforcement and/or penalties.

WEEKLY PH METER CALIBRATION LOG

Calibration Records

1. **Meter ID**. Provide the identification number (meter ID number) for the pH meter being calibrated. Some businesses utilize multiple pH meters. In these cases, the department recommends that the business uniquely identify, label, and track the calibration of each pH meter. When a specific meter is retired, the identification number corresponding to that meter should be retired as well.
   Note: Some businesses include the purchase year as part of the meter's identification number. For example, meter "17-1" was the first meter purchased in 2017.

2. **Date**. Record the date (MM/DD/YYYY) of the pH meter calibration event.

3. **Time**. Record the time (include AM/PM) of the pH meter calibration event.

4. **7.0 Buffer Solution Reading**. After allowing the pH probe to stabilize for approximately two minutes in the 7.0 buffer solution, record the initial pH reading. Set the pH meter to the value of the buffer's pH (7.0) per the pH meter's calibration instructions.

5. **10.01 Buffer Solution Reading**. After allowing the pH probe to stabilize for approximately two minutes in the 10.01 buffer solution, record the initial pH reading. Set the pH meter to the value of the buffer's pH (10.0) per the pH meter's calibration instructions.
   Note: After each pH measurement, the meter must be rinsed with distilled water or deionized water to remove any traces of the solution being measured, blotted with a wipe to absorb any remaining water, which could dilute the sample and thus alter the reading, and then immersed in a storage solution suitable for the particular pH meter.

6. **pH Results OK?** If the recorded buffer solution results (Numbers 4 and 5 above) are $\leq$ 0.1 standard units (su) different, the results are satisfactory, and no further calibration of the pH meter is necessary. If the record results are > 0.1 su different, the results are unsatisfactory, and the pH meter should be recalibrated.

7. **Additional Calibration Required?** Document whether a second calibration was performed. Record the results of additional pH meter calibration attempts in the "Notes" section.

8. **Initials**. Identify the individual who calibrated the pH meter.

9. **Notes**. Record any pertinent comments concerning the calibration of the pH meter(s). These comments may include, but are not limited to:
   a. Calibration "troubleshooting" for individual pH meters;
   b. pH buffer (7.0 and 10.01 su) results from additional calibration attempts;
   c. pH meter replacement;
   d. Buffer solution (7.0 and 10.01 su) replacement; and
   e. Other relevant information.