



USER GUIDE FOR THE MINE EFFLUENT REPORTING SYSTEM

For Laboratories Reporting Data
and Owners and Operators of Facilities
Subject to the *Metal and Diamond
Mining Effluent Regulations*

March 2022
Revised from July 2020 Release

The Mine Effluent Reporting System is accessible through the Single Window Information Manager (<https://ec.ss.ec.gc.ca/>).

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List of Acronyms

ALT: Acute Lethality Test

EC: Effective concentration

ECCC: Environment and Climate Change Canada

EEM: Environmental Effects Monitoring

EEMER: Environmental Effects Monitoring Electronic Reporting System

EPOD: Environmental Protection Operations Directorate

FDP: Final Discharge Point

IC: Inhibiting concentration

LC: Lethal concentration

MDMER: Metal and Diamond Mining Effluent Regulations

MDL: Method Detection Limit

MERS: Mine Effluent Reporting System

QA: Quality Assurance

QC: Quality Control

RCM: Recognized Closed Mine

SLT: Sublethal Toxicity Test

SW: Single Window

SWIM: Single Window Information Manager

Notice and Resources

Examples in this guide use fictitious values for illustrative purposes and do not represent actual results or reported information.

In case of discrepancy between this document and the *Metal and Diamond Mining Effluent Regulations* (MDMER), the Regulations prevail. The consolidated version of the MDMER are available at: <http://laws-lois.justice.gc.ca/PDF/SOR-2002-222.pdf>.

For questions related to MERS, please contact us by e-mail: sdem-mers@ec.gc.ca

For questions related to the MDMER, please contact Environment and Climate Change Canada (ECCC) by e-mail: mdmer-remmd@ec.gc.ca.

For further information about the MDMER, please visit Canada.ca/metal-diamond-mining-effluent.

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1 Introduction

The Mine Effluent reporting module allows the owner or operator of facilities subject to the *Metal and Diamond Mining Effluent Regulations* (MDMER) to submit regulatory data to Environment and Climate Change Canada (ECCC). This module is accessible through the Single Window (SW) reporting system.

Information can be submitted to ECCC in three ways:

1. Mine Effluent Reporting System (MERS);
2. Environmental Effects Monitoring Electronic Reporting System (EEMER);
3. Inspector (Enforcement Officer).

The MDMER include requirements to notify, submit and report information. Table 1-1 provides a summary of the regulatory information submitted through MERS:

Table 1-1: MDMER Information to be submitted via MERS

Information to be submitted	Recipient of information
Section 8 – Identifying information Sections 9 & 10 – Final Discharge Points Sections 13 & 16 – Reduced frequency notification Sections 21 & 22 – Reporting Monitoring Results Section 26 – End of Commercial Operation Notice Section 32 – Recognized Closed Mines (RCM) Section 33 – RCM Identification information SCHEDULE 5, Section 8 – Information Related to Effluent and Water Quality Monitoring Studies SCHEDULE 5, Section 11, 14 & 19 – Inability to follow the study design ¹ SCHEDULE 5, Section 17 – Cessation of discharge	Minister of the Environment, <i>via</i> MERS, https://ec.ss.ec.gc.ca/

¹ [Regional EEM coordinators](#) may be contacted regarding the information to be submitted to MERS.

1.1 Getting Started

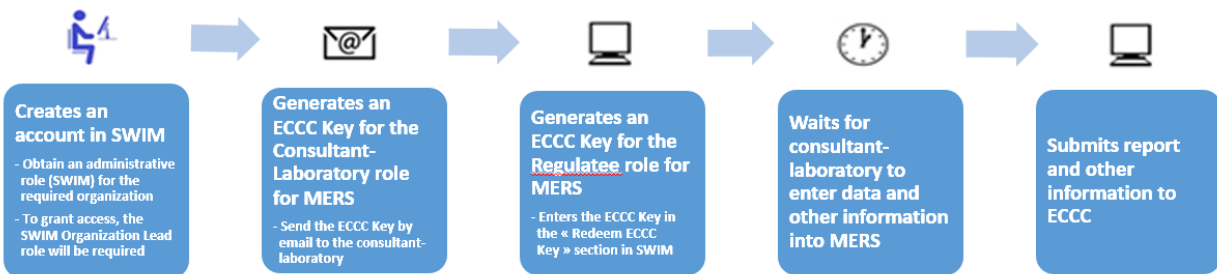
The two flowcharts below provide a workflow overview for a regulatee and consultant/laboratory. Two scenarios are illustrated: Case 1 (Figure 1-1) where a consultant is entering reports, data, and other information on behalf of a regulatee and Case 2 (Figure 1-2) where a regulatee is reporting on their own.

The consultant/laboratory role within MERS only allows for data entry for version 1 of the report. The consultant/laboratory role will be unable to make any modifications to higher versions of the reports.

If a facility wishes to make changes to the report (version 2 or higher), then someone with the regulatee role will need to make the modifications in MERS.

Figure 1-1: Case 1 – Workflow Overview for Consultant and Regulatee Collaboration

Regulatee (with consultant-laboratory)



Consultant

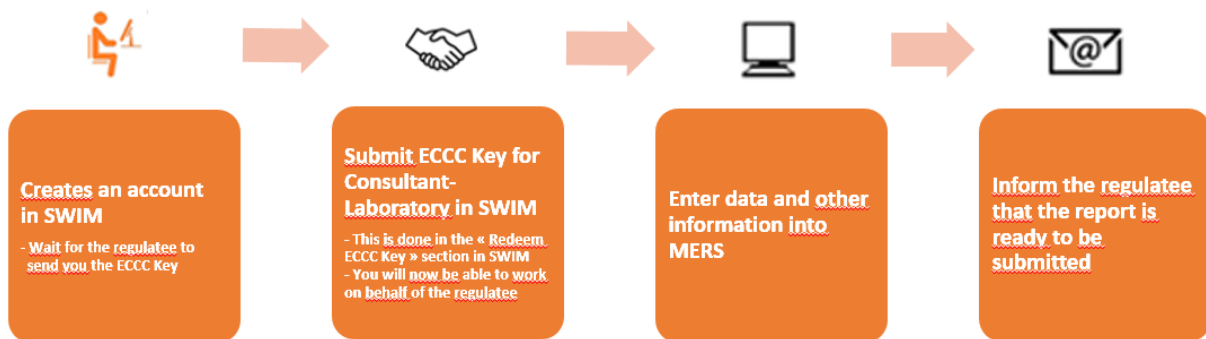
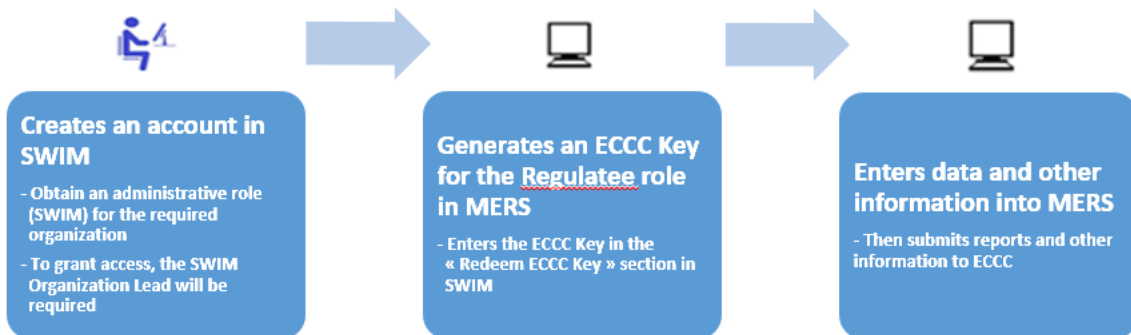


Figure 1-2: Case 2 – Workflow for Regulatee without Consultants

Regulatee (without consultant)



1.1.1 Single Window (SW) Reporting System

SW serves as the reporting system to many of ECCC's programs. As such, it provides access to program-specific reporting tools.

The Single Window Information Manager (SWIM), the administrative module of SW, allows you to:

- Create, edit, or update information about the account profile, organization(s), facility(ies) and contacts; and
- Manage roles for other users.

The options on the left navigation pane will expand and collapse as the user moves up and down the SWIM informational structure. When entering or modifying data, use the Save function regularly.

A warning message will be displayed after 15 minutes of inactivity, and after 20 minutes, the user will be logged out and any unsaved information will be lost. The SWIM platform user guide can be found at: <https://www.canada.ca/en/environment-climate-change/services/reporting-through-single-window/guidance.html>.

To get started:

- (1) Go to <https://ec.ss.ec.gc.ca/> and select the language you wish to use;
- (2) Register to obtain a GCKey or use your existing GCKey, if you are already have one. Otherwise, use a sign-in partner;
- (3) Verify or create your individual SWIM Profile;
- (4) If your organization does not already exist in SWIM, the regulatee will need to create the organization and become the SWIM Organization Lead. If the organization already exists, you will need to contact your SWIM Organization Lead to request an ECCC Key to allow you to access a facility in that organization. Indicate which facility you need access to and select the type of account you wish to have: Regulatee or Consultant/Laboratory. The SWIM Organization Lead will then send you the ECCC Key (**NOTE: PLEASE DO NOT USE THE REQUEST ACCESS FUNCTION IN SWIM**);
- (5) If your facility (within the organization) does not already exist in SWIM, the SWIM Organization Lead will need to create your facility (Chapter [1.4 Managing Facilities in SWIM](#));
- (6) The SWIM Organization Lead grants to her/himself, and to others (other regulatees and consultants/labs), access to MERS for particular facilities, as needed, via email by using the [Manage Access/Grant Access](#) function (Chapter [2 Access to MERS](#));
- (7) Follow the link to MERS on the homepage.

1.1.2 Accessing Environment and Climate Change Canada's Single Window

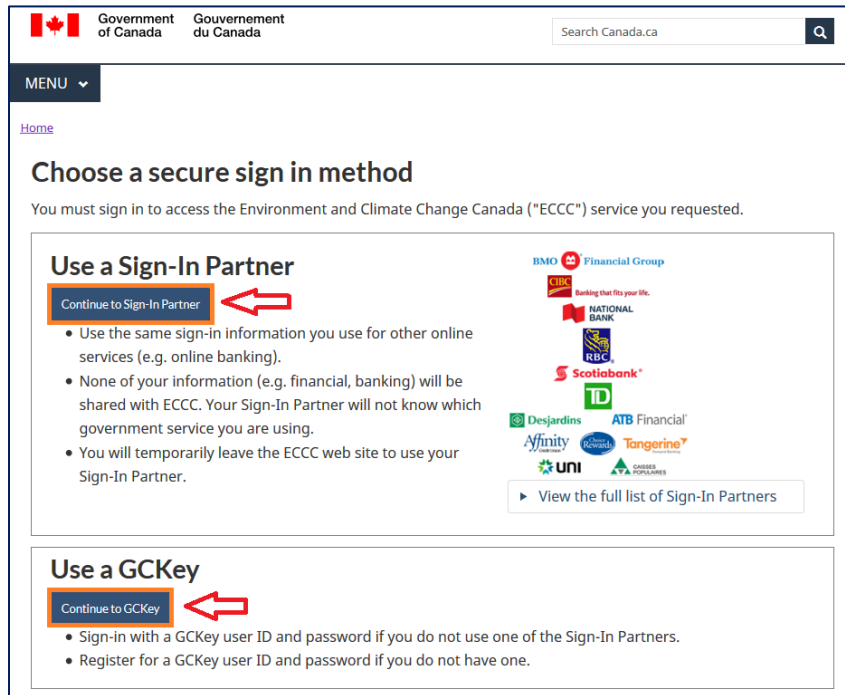
Go to <https://ec.ss.ec.gc.ca/> and select the language that you wish to use (English or French).

Figure 1-3: Select Language



Choose whether you want to login using the Sign-In Partner option (your bank account credentials) or by using GCKey.

Figure 1-4: Secure Sign-In Method



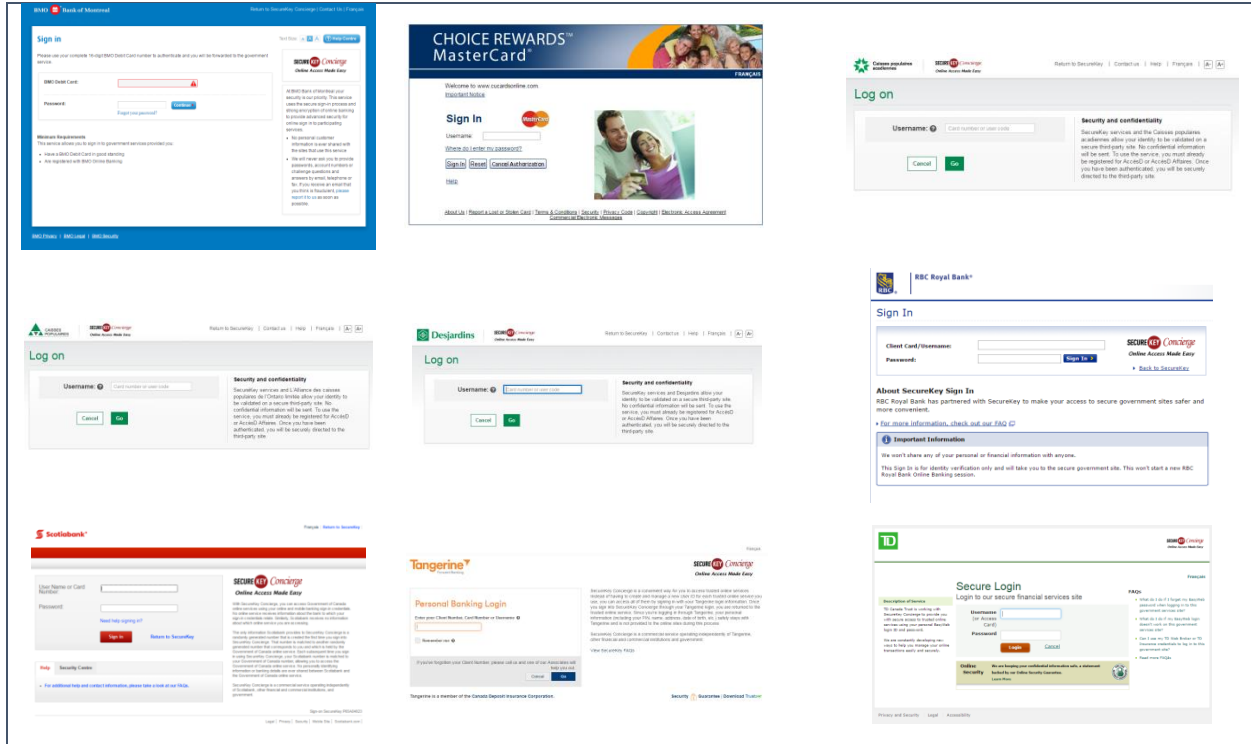
If you click on [Continue to Sign-In Partner](#), you will be transferred to the “Government Sign-In by Verified. Me” page:

Figure 1-5: Sign-In Partner

The screenshot displays the 'Government Sign-In by Verified.Me' website. The header includes the logo and navigation links: 'Help', 'FAQ', 'Contact Us', 'Switch My Sign-In Partner', 'Français', and 'Exit'. The main heading is 'Select Sign-In Partner', followed by a sub-heading: 'By selecting a Sign-In Partner, you are agreeing to the [Terms and Conditions](#) and [Privacy Notice](#) of Government Sign-In by Verified.Me'. A central announcement box states: 'SECURE KEY Concierge is now Government Sign-In by Verified.Me. SecureKey Concierge is rebranding to Government Sign-In by Verified.Me. For you, nothing changes. You can continue to rely on the same secure sign in service with the financial institution that you have used for many years with SecureKey Concierge. For us, we are unifying who we are, what we look like and how we talk about the tools in our digital identity network to serve you better. [Learn how Government Sign-In by Verified.Me works](#)'. Below this is a grid of 20 sign-in partner logos: Affinity Credit Union, ATB Financial, BMO, Caisse Alliance, CIBC, coastcapital, conexus Credit Union, Desjardins, NATIONAL BANK, RBC, Scotiabank, servus credit union, simplii FINANCIAL, Tangerine Forward Banking, TD, uni, Vancity, test 1, test 2, and test 3. At the bottom, a section titled 'Simple. Convenient. Secure.' lists three benefits: 'Your privacy is protected', 'Sign-In partner you choose is not disclosed', and 'No personal info is exchanged'. The footer contains links for 'About', 'Privacy Notice', and 'Terms and Conditions'.

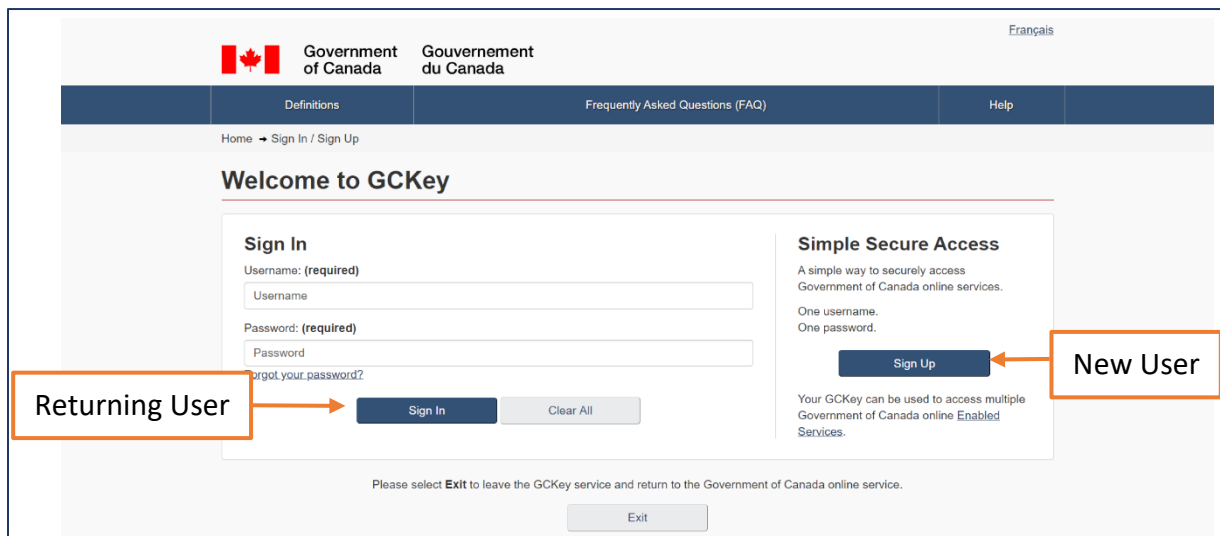
Choose the financial institution of your choice and follow the typical sign-in process²:

Figure 1-6: Financial Institutions Sign-In Pages



If you continue to GCKey, select the appropriate sign-in method:

Figure 1-7: GCKey Registration and Sign-In Page



² These are external websites and subject to change per individual companies' purview.

1.1.3 Returning User

As a returning user, you will be directed to the Single Window Home page.

Unless you need to update your profile, continue directly to Chapter [2 Access to MERS](#).

1.1.4 New User

- (1) Accept the Terms and Conditions of Use:

Figure 1-8: Term and Conditions

The screenshot shows a web interface for GCKey sign-up. At the top, there are three navigation tabs: "Definitions", "Frequently Asked Questions (FAQ)", and "Help". Below the tabs, a breadcrumb trail reads "Home → GCKey Sign Up Step 1 of 4". A progress bar contains four steps: "Terms and Conditions" (highlighted in blue), "Username", "Password", and "Questions and Answers". The main heading is "Terms and Conditions of Use". The text below states: "In return for the Government of Canada providing you with a GCKey, you agree to abide by the following Terms and Conditions of Use:". It lists three bullet points regarding user responsibility, revocation of keys, and liability. Below the text, it says: "By selecting the **I accept** button, you are accepting the GCKey Terms and Conditions as stated above. You can choose to not sign up for a GCKey by selecting **I decline** to end this process." There are two buttons: "I accept" (highlighted with an orange border) and "I decline". At the bottom left, it says "Date modified: 2015-11-15".

(2) Create your username:

Figure 1-9: Create Your Username

The screenshot shows the 'Create Your Username' step of a four-step sign-up process. At the top, a breadcrumb trail reads 'Home → GCKKey Sign Up Step 2 of 4'. Below this is a progress bar with four steps: 'Terms and Conditions', 'Username' (the current step), 'Password', and 'Questions and Answers'. The main heading is 'Create Your Username'. The instructions state: 'Your Username must contain between eight and sixteen characters, no special characters (for example: %, #, @) and may contain up to seven digits. When creating your Username, we recommend that you:'. A bulleted list follows: '• make your Username easy for you to remember and hard for others to guess;', '• avoid using personal information such as your name, Social Insurance Number (SIN), mailing address or email address;', and '• always keep your Username secure and do not share it with anyone.' Below the instructions is a text input field labeled 'Create Your Username: (required)'. Underneath the field, it says 'Please select **Continue** to proceed or click **Cancel** to end the Sign Up process.' At the bottom are three buttons: 'Continue' (dark blue), 'Clear All' (light grey), and 'Cancel' (light grey). On the right side, there are two informational boxes. The 'Privacy' box says: 'Please keep your Username secure. For more information on how your privacy is protected, please refer to our [Personal Information Collection Statement](#).' The 'Username Checklist' box contains a bulleted list: '• 8-16 Characters', '• No Special Character(s)', and '• No more than 7 digits'.

(3) Create your password:

Figure 1-10: Create Your Password

The screenshot shows the 'Create Your Password' step of a four-step sign-up process. At the top, a breadcrumb trail reads 'Home → GCKKey Sign Up Step 3 of 4'. Below this is a progress bar with four steps: 'Terms and Conditions', 'Username', 'Password' (the current step), and 'Questions and Answers'. The main heading is 'Create Your Password'. The instructions state: 'Your Password must be between eight and sixteen characters, contain at least one upper case letter, one lower case letter and one digit, and must not contain 3 or more consecutive characters from your Username.' Below the instructions are two text input fields: 'Create Your Password: (required)' and 'Confirm Your Password: (required)'. Underneath the second field, it says 'Please select **Continue** to proceed or click **Cancel** to end the Sign Up process.' At the bottom are three buttons: 'Continue' (dark blue), 'Clear All' (light grey), and 'Cancel' (light grey). On the right side, there are two informational boxes. The 'Privacy' box says: 'Please keep your Password secure. For more information on how your privacy is protected, please refer to our [Personal Information Collection Statement](#).' The 'Password Checklist' box contains a bulleted list: '• 8-16 Characters', '• Does not contain 3 consecutive characters from Username', '• Valid characters', '• Lower case letter(s)', '• Upper case letter(s)', '• Digit(s)', and '• Passwords match'.

(4) Create your recovery questions, answers and hints:

Figure 1-11: Recovery Questions

Home → GCKey Sign Up Step 4 of 4

Terms and Conditions Username Password Questions and Answers

Create Your Recovery Questions, Answers and Hints

Your Recovery Question, Answers and Hints are used to help you if you forget your Password. Please complete all the required fields below to continue the Sign Up process.

Select a Recovery Question: **(required)**

Please select a question...

My Recovery Answer: **(required)**

My Memorable Person: **(required)**

My Memorable Person Hint:

My Memorable Date (YYYY-MM-DD): **(required)**

My Memorable Date Hint:

Please select **Continue** to proceed or click **Cancel** to end the Sign Up process.

Continue Clear All Cancel

Privacy

Please keep your Recovery Question, Answers and Hints secure. For more information on how your privacy is protected, please refer to our [Personal Information Collection Statement](#).

i

Your answers must contain at least three characters and contain no special characters (for example: %, #, @). Your hints must contain at least three characters and may contain letters, numbers and the following punctuation characters: apostrophe ('), comma (,), dash (-), period (.) and question mark (?).

(5) Continue into the SW – New User page:

Figure 1-12: Complete Sign-In

GCKey Sign Up Complete

You have successfully created your GCKey.

Your Username is: Example_Username

Please select **Continue** to leave the GCKey service and return to the Government of Canada online service.

Continue

Privacy

Please keep your Username secure. For more information on how your privacy is protected, please refer to our [Personal Information Collection Statement](#).

- (6) Once on the SWIM New User page, do a preliminary search for your email address:

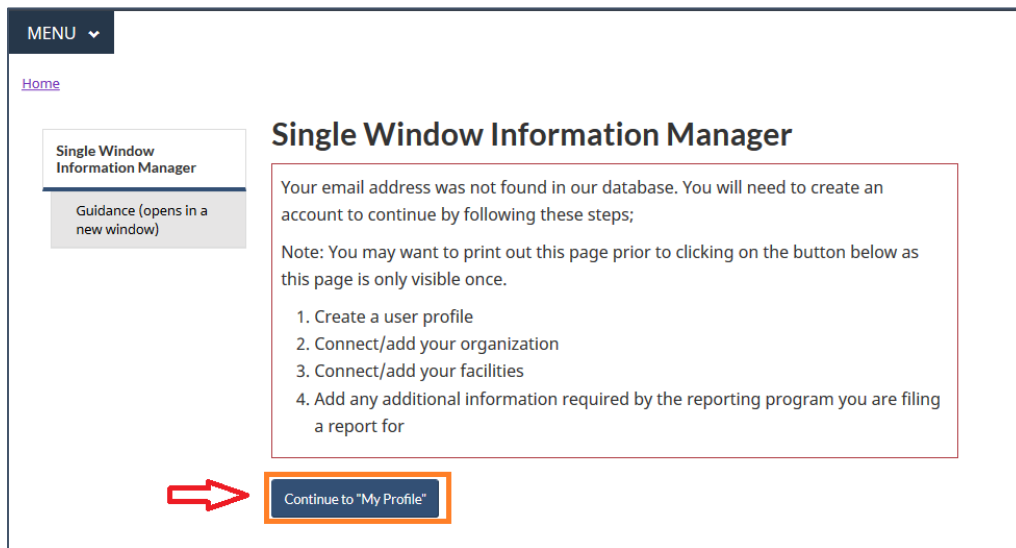
Figure 1-13: SWIM New User

The screenshot shows the 'Single Window Information Manager' page. At the top, there is a header with the Government of Canada logo and a search bar labeled 'Search Canada.ca'. Below the header is a 'MENU' dropdown. The main content area is titled 'Single Window Information Manager' and contains a message: 'We have not found an account in our database that matches your log in information. Please enter your email address below.' Below this message is a text box for 'Email address' and a 'Search' button. A red arrow points to the 'Email address' input field. To the left of the main content, there is a sidebar with a 'Single Window Information Manager' section and a 'Guidance (opens in a new window)' link.

- (7) If your email address is not found, you will be prompted to update your profile information and instructed to continue to the “My Profile” page.

Note: You should only have one account and this account should use your own business address. You are not permitted to use a generic email address or the same email address of another person.

Figure 1-14: SWIM "My Profile"



1.2 Verify or Create your SWIM Profile

At this point, you will be directed to the “My Profile” page (Figure 1-15).

The three mandatory text fields are found in the personal information portion of the page marked by a red asterisk: “Given name”, “Family name”, and “Email address” (Figure 1-16). There are two types of addresses for which you may provide information in the “My Profile” page: your mailing address and your physical address (Figure 1-17). You can also provide additional information on the delivery mode associated with the mailing address in the field “Delivery Mode” (Figure 1-18). We suggest that you complete “My Profile” as much as possible.

To save unnecessary typing, you can use the and the buttons to copy all duplicated fields into the other address portion.

Figure 1-15: My Profile

MENU ▾

Home > My Profile

Single Window Information Manager

Guidance (opens in a new window)

My Profile

Required fields are marked by an asterisk (*).

* Given name (required) Initials * Family name (required)

Telephone Ext. Fax

Alternate Phone Number Ext.

* Email address (required) Position

Language of correspondence
English ▾

(1) The first portion of personal information;

Figure 1-16: Personal Information

MENU ▾

Home > My Profile

Single Window Information Manager

Guidance (opens in a new window)

My Profile

Required fields are marked by an asterisk (*).

* Given name (required) Initials * Family name (required)

Telephone Ext. Fax

Alternate Phone Number Ext.

* Email address (required) Position

Language of correspondence
English ▾

(2) The addresses; and

Figure 1-17: SWIM Address

Mailing Address Physical Address

Mailing Address ←

Delivery Mode [?] PO Box Rural Route Number

Unit Street Number Street Name

Street Type Street Direction City

Prov/Terr/State Postal Code (A1A 1A1) / Zip Code (11111)

Country

Additional Information

Copy To Physical

Save

Figure 1-18: Mailing Address Delivery Modes

- **General Delivery** is delivery to customers not renting a post office box, customers having no fixed address, members of the travelling public, or anyone who cannot receive mail from a letter carrier or rural route contractor;
- **Rural Route** is delivery by a contractor to customers living along or near well-defined roads in a reasonably well-settled area;
- **Suburban Services** is delivery by a contractor to group mail boxes. Usually found near or on the perimeters of urban areas;
- **Post Office Box** is a numbered box in a post office assigned to a person or organization, where mail for them is kept until collected; and
- **Mobile Route** is delivery of mail to industrial parks or areas.

(3) The Save button.

Figure 1-19: Save "My Profile" in SWIM

The screenshot shows the 'My Profile' page in the Single Window Information Manager (SWIM). The page has a navigation menu at the top left with 'MENU' and a dropdown arrow. Below the menu, there are links for 'Home' and 'My Profile'. A sidebar on the left contains the text 'Single Window Information Manager' and 'Guidance (opens in a new window)'. The main content area is titled 'My Profile' and includes a red-bordered box with the text 'Required fields are marked by an asterisk (*)'. The form contains several input fields: 'Given name (required)', 'Initials', 'Family name (required)', 'Telephone', 'Ext.', 'Fax', 'Alternate Phone Number', 'Ext.', 'Email address (required)', and 'Position'. There is also a dropdown menu for 'Language of correspondence' set to 'English'. Below these fields are two tabs: 'Mailing Address' (selected) and 'Physical Address'. The 'Mailing Address' section includes fields for 'Delivery Mode [2]', 'PO Box', 'Rural Route Number', 'Unit', 'Street Number', 'Street Name', 'Street Type', 'Street Direction', 'City', 'Prov/Terr/State', 'Postal Code (A1A 1A1) / Zip Code (11111)', and 'Country'. At the bottom of the form is a 'Copy To Physical' button and a 'Save' button, which is highlighted with a red arrow pointing to it.

When all the personal and address-related information have been filled in or at minimum, the three mandatory fields, click the Save button to save your profile. You will then be directed to the SWIM home page.

You will not have access to MERS right away. To gain access to MERS:

- If **you have an ECCC Key for your facility**, go to Chapter [2.5 Redeeming your ECCC Key](#).
- If you do not have an ECCC Key and your organization does not exist in the system, consult Chapter [1.3 Create Your Organization](#). You will thus become the first SWIM Organization Lead for your organization. You can consult Chapter [1.4 Managing Facilities](#) and Chapter [2.1 Granting Access to MERS](#).
 - The **SWIM Organization Lead** is automatically granted to the user who creates an organization. The SWIM Organization Lead can update organization and facility information, as well as grant and delete access for other users. If you do not know who your SWIM Organization Lead is, email: sdem-mers@ec.gc.ca.
- If you do not have an ECCC Key and you are **NOT the SWIM Organization Lead**, but your organization already exists in the system, please email your SWIM Organizational Lead for an ECCC Key for your facility. This would include facility representatives that have already been entered into SWIM as part of a larger organization. Please consult Chapter [2.5 Redeeming your ECCC Key](#). If you do not know who your SWIM Organization Lead is, email: sdem-mers@ec.gc.ca.
- For consultants and laboratory personnel: If you do not have an ECCC Key and you are **NOT the SWIM Organization Lead**, please email your SWIM Organizational Lead for an ECCC Key for your facility. This will be the case for **Consultants/Labs** that require access to MERS. Please consult Chapter [2.5 Redeeming your ECCC Key](#).

1.2.1 Types of Roles in SWIM

This section outlines relevant SWIM roles. Please see Chapter [2.3 Types of Roles in MERS](#) for more information about the linkages of MERS roles and SWIM roles.

A SWIM Organization Lead:

- Can update organization and facility information;
- Grants themselves access to reporting programs (e.g. MERS);
- Grants others access to the organization and reporting programs using ECCC Keys;
- Can delete access for all users; and
- This role is automatically granted to the user who created the organization, but can also be granted to other people.

A SWIM Editor:

- Can update organization and facility information
- Cannot grant or delete access for users

A SWIM Member:

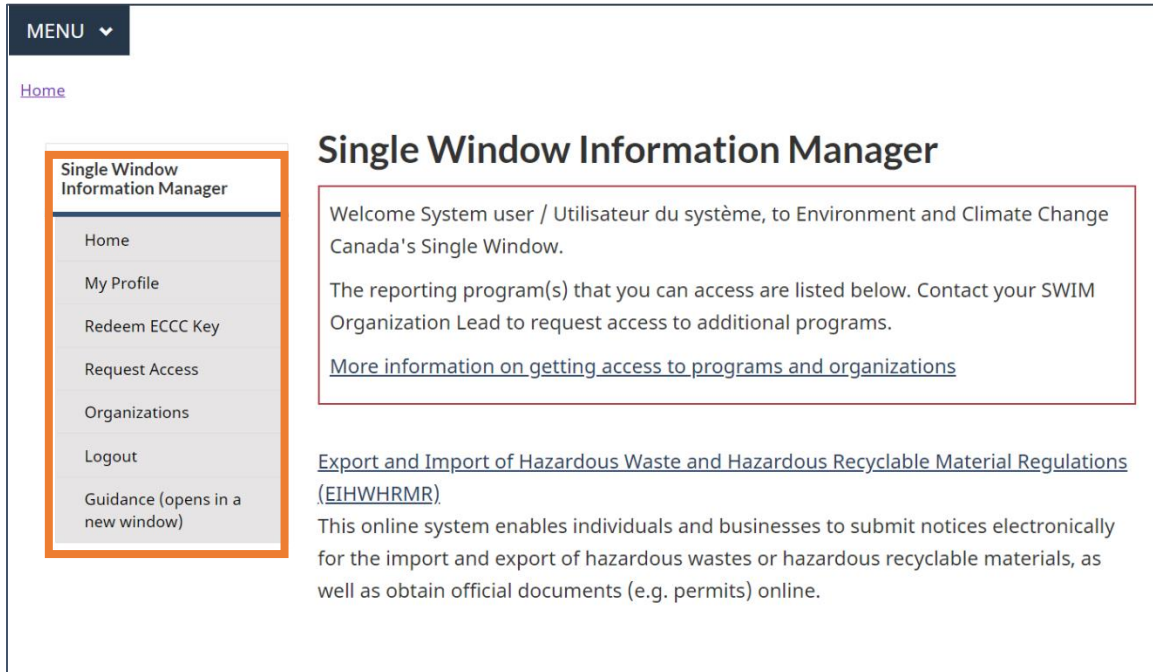
- Can view organization and facility information
- Cannot edit records

The SWIM platform user guide can be found at: <https://www.canada.ca/en/environment-climate-change/services/reporting-through-single-window/guidance.html>.

1.2.2 SWIM – Contents

Here are the contents on screen once a SWIM profile has been successfully saved (Figure 1-20):

Figure 1-20: SWIM Contents



The **Guidance** tab opens as a new page with detailed instructions for working within the SWIM environment.

The **Logout** tab should be used to securely and completely sign out of SWIM. If you do not use this link, you may receive error messages if you attempt to log back into the website without closing your browser completely first.

1.3 Create Your Organization

When you are creating your profile for the first time, you will not yet have an organization associated with your profile.

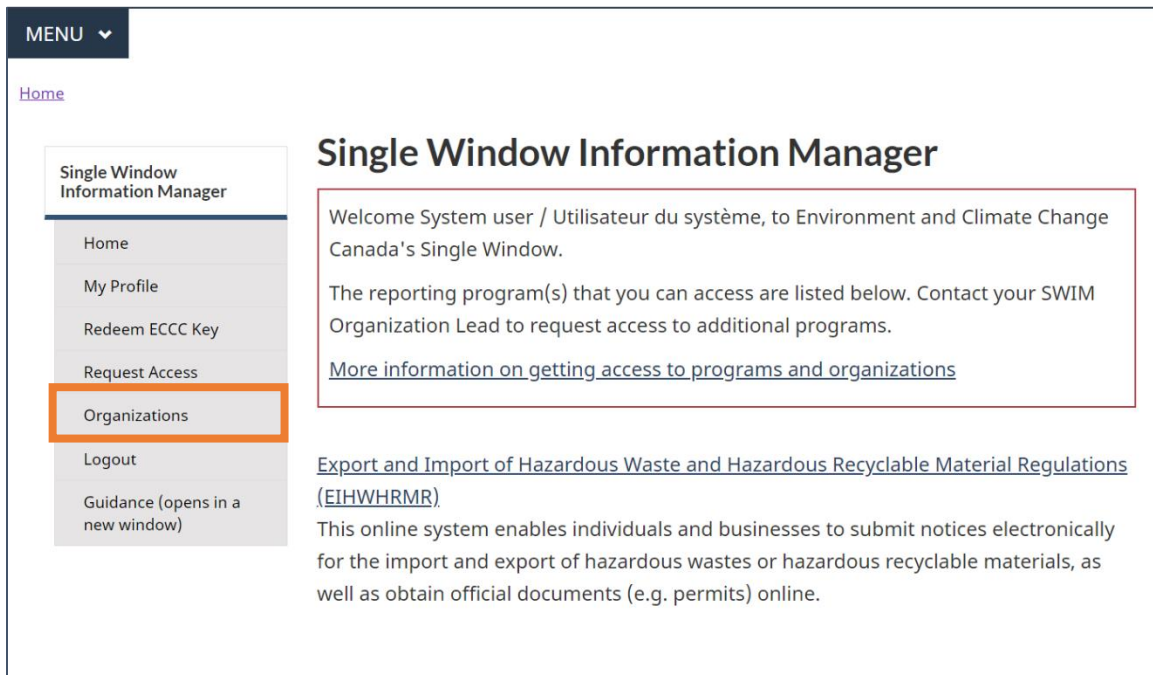
Note: If you are NOT the SWIM Organization Lead, your Organization will automatically be added to your profile when you enter the ECCC Key provided to you by the SWIM Organization Lead. DO NOT USE THIS CHAPTER.

Note: If you are creating an organization for the first time, you will become the SWIM Organization Lead by default. The SWIM Organization Lead is an owner or operator and the person who administers access by others (other regulatees and consultants/labs) to the facilities in your organization. Ensure that the person who first creates the organization is prepared to fulfill this role.

As the first SWIM Organization Lead, you will need to create your Organization in the system; however, you still need to perform a cursory search prior to adding the new organization so that the organization is not created twice.

- (1) From the top banner or navigation pane to the left-hand side of the screen, click Organizations.

Figure 1-21: Organizations Tab



- (2) Select Search for an organization.

Figure 1-22: Organization Search

Organizations

The organizations listed below are the ones you can access. If your organization is not listed you need to either ask your SWIM Organization Lead for access or search for it by clicking on the Search for an organization button.

[More information on connecting to your organization\(s\).](#)

Filter items Showing 0 to 0 of 0 entries | Show entries

Organizations

Organization	Business Number
No data is available in the table	

Search for an organization

- (3) Once Search for an organization is selected, the existing organizational database page will load to search and verify whether your organization already has been included. If your organization already exists in the system, this organization should be used.

Figure 1-23: Search for Organization

Search for an existing Organization

Please read the text on this page very carefully and follow instructions.

Creating duplicate organizations will cause issues in the future, make sure you don't create duplicates.

Before you add a new organization, make sure it does not already exist in the system. Only 1 organization should be created in SWIM and then people connect to it.

Enter your organization name OR business number and click Search.

Organization	Business Number
<input type="text"/>	<input type="text"/>

Search

- (4) Enter your organization name or business number and select Search, using common spellings and capitalizations for the expected mine name (e.g. using variations such as “Inc”, ”Inc.”, “Incorporated”, or “incorporated”). You will be directed to a search results page (similar to the initial “Organizations” section). If no results are obtained, please start a new search with different spelling and/or with the business number. If the search shows that your Organization has already been created, please contact your SWIM Organization Lead for an ECCC Key for your facility within that organization, and proceed as outlined in Chapter [2.5 Redeeming Your ECCC Key](#). If your Organization does not appear, select Add an organization.

Figure 1-24: Search results page

The screenshot shows a search interface with two input fields at the top: 'Organization' and 'Business Number'. Below these is a blue 'Search' button. A 'Filter items' dropdown is followed by the text 'Showing 0 to 0 of 0 entries | Show 10 entries'. The main section is titled 'Organizations' and has a table header with three columns: 'Business Legal Name', 'Business Number', and 'Physical Address', each with an up/down arrow icon. Below the header, a grey bar contains the text 'No data is available in the table'. A red message follows: 'ONLY if you don't find the organization you are looking for you then click on Add an organization button to create an organization in our database.' At the bottom left, there is a blue button with the text 'Add an organization', which is highlighted with a red border and a red arrow pointing to it from the right.

- (5) Fill in the information requested for your Organization. Two fields, each marked by a red asterisk, are mandatory: “Business Legal Name” and “Mailing Address”. The question regarding the category of your business is mandatory. We suggest that you complete your Organization information as much as possible.
- When you have filled in your organization information, select Save (Figure 1-25). You will be returned to the “Organizations” main page, which should reflect the addition of your Organization.

Figure 1-25: Organization Information Page

Home > Organizations > New organization

Organization

Required fields are marked by an asterisk (*).

* Business Legal Name (required)

English Trade Name French Trade Name

Organizations that fall into the following categories do not have to enter a business number:

- Indigenous organization
- charitable/non-profit organizations
- small businesses with less than \$30K in revenue
- located outside Canada

Does your organization fit into one of these categories?

Business Number

DUNS Number

Web Site

Mailing Address * Physical Address

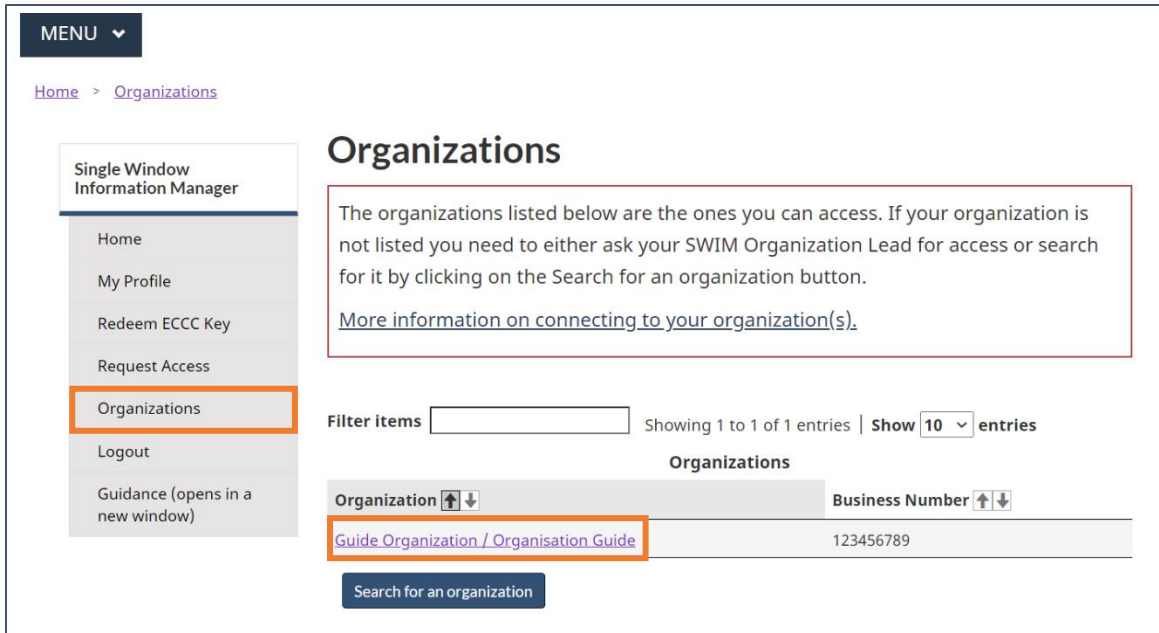
Mailing Address

Delivery Mode [?]	PO Box	Rural Route Number
<input type="text"/>	<input type="text"/>	<input type="text"/>
Unit	Street Number	Street Name
<input type="text"/>	<input type="text"/>	<input type="text"/>
Street Type	Street Direction	City
<input type="text"/>	<input type="text"/>	<input type="text"/>
Prov/Terr/State	Postal Code (A1A 1A1) / Zip Code (11111)	
<input type="text"/>	<input type="text"/>	
Country	<input type="text"/>	
Additional Information		
<input type="text"/>		

1.3.1 Managing Organization(s)

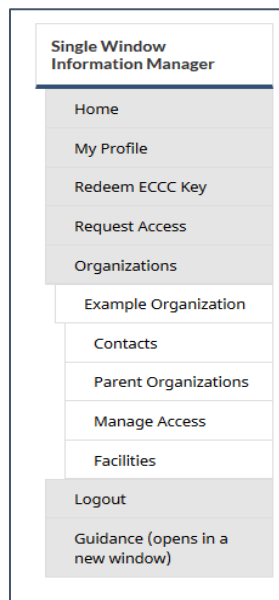
When you have an Organization associated with your profile, you are able to see it in the “Organizations” section (Figure 1-26). You will also note that you have more options available to you on the left-hand navigation pane.

Figure 1-26: Organization Dashboard



The additional features become visible when you select your organization, by clicking on its name (Figure 1-27).

Figure 1-27: SWIM Organizations Tree



You may now manage your contacts, parent organizations and facilities. You may also [Manage Access](#); however, you cannot manage access in your facility until you create a facility.

1.4 Managing Facilities in SWIM

1.4.1 Adding a Facility

For a facility to have access to MERS, the SWIM Organization Lead must first add a facility using the steps outlined below.

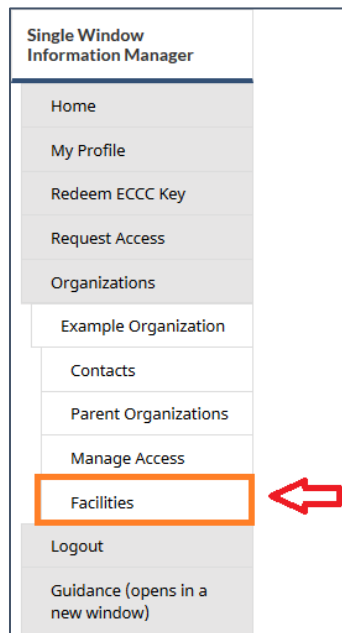
Note: DO NOT CREATE DUPLICATES OF A FACILITY IN SWIM.

With respect to Schedule 5 of the MDMER, two reporting systems are used: MERS, which collects information under Schedule 5, Part 1, and EEMER, which collects information under Schedule 5, Part 2. Once initially created in SWIM, the same facility should be used when accessing both MERS and EEMER, which allows for reported data to be linked.

Please use the search function, as described below, to check for an existing facility, using common spellings or if no result is obtained, partial spelling and capitalizations for the expected mine name (e.g. using variations such as “Inc”, ”Inc.”, “Incorporated”, or “incorporated”).

See Chapter [2.4 Transfer of Ownership of Facilities](#), if applicable.

Figure 1-28: SWIM Navigation Pane - Facilities (2)



When you first access “Facilities” by selecting it from the left-hand navigation pane (Figure 1-28), you will come to a “Facilities” table without any listed facilities (Figure 1-29).

To add a facility to your organizational profile:

- (1) Select the blue Search for facility button.

Figure 1-29: Facilities – Search for a facility (1)

Facilities

The facilities listed below are connected to your organization. You may not be able to access all of the facilities as its dependent on your permissions.

To access a facility listed in the table, contact your SWIM Organization Lead found under the Manage Access tab on the left hand menu.

Click on the name of the facility in the table to update facility information.

To delete a facility, select it and then click on Delete all selected. This removes it from the organization but it remains in the database.

If there is a new facility to be added click on Search for facility.

[More information on managing your facilities.](#)

Filter items Showing 0 to 0 of 0 entries | Show entries

Facilities

Facility Name Address Coordinates

No data is available in the table

- (2) Search the database to see if your facility already exists in the system. If your organization already exists in the system, then this organization must be used. Enter a portion of the facility name, using common spellings or if no result is obtained, then partial spelling and capitalizations for the expected mine name (e.g. using variations such as “Inc”, ”Inc.”, “Incorporated”, or “incorporated”), or postal code and click Search.

Figure 1-30: Facilities – Search for a facility (2)

Facility

Facility Name Postal Code (A1A 1A1) / Zip Code (11111)

- (3) If the search shows that your facility has already been entered into SWIM, then two scenarios are possible:
- 1) The facility will appear as a hyperlink. You can then click on the name of the facility to see what organization owns it. If possible, contact the organization that owns the facility to release it and make it available to you. Otherwise, click on “Add facility” and a transfer request will be sent to ECCC.
 - 2) The facility is not a hyperlink which means it is not currently associated with any organization. You can then click “Add a new facility” and your facility will be automatically added to your organization.

Figure 1-31: Facilities – Search for a facility (3)

Facility

Facility Name Postal Code (A1A 1A1) / Zip Code (11111)

Filter items Showing 1 to 5 of 5 entries | Show entries

Facilities

Facility Name <input type="button" value="↑↓"/>	Physical Address <input type="button" value="↑↓"/>	Add <input type="button" value="↑↓"/>
Guide Facility / Installation Guide		Add this Facility
GuideFacility		Add this Facility
Testing user guide		Add this Facility
User Guide	84 Street Name Avenue, City, ON, A1A 1A1	Add this Facility
User Guide		Add this Facility

- (4) If your facility does not appear in the Search results, select the blue Add a New Facility button. **NOTE: DO NOT MAKE DUPLICATES OF EXISTING FACILITIES.**

Figure 1-32: Facilities – Search for a facility (4)


Facility

Facility Name Postal Code (A1A 1A1) / Zip Code (11111)

Filter Items Showing 1 to 5 of 5 entries | Show entries

Facilities

Facility Name <input type="text"/>	Physical Address <input type="text"/>	Add <input type="text"/>
Guide Facility / Installation Guide		Add this Facility
GuideFacility		Add this Facility
Testing user guide		Add this Facility
User Guide	84 Street Name Avenue, City, ON, A1A 1A1	Add this Facility
User Guide		Add this Facility



- (5) Fill in the facility information. There are two mandatory fields marked with a red asterisk: “Facility Name” and “Ownership Type”. We suggest that you complete the Facility information as much as possible.

Figure 1-33: SWIM Facility Information Page

Facility

Required fields are marked by an asterisk (*).

*** Name (required)** *** Ownership type (required)** Owned

If this is a portable facility, please check here

Mailing Address

Physical Address

Geographical Address

Mailing Address

Delivery Mode [2] <input style="width: 100%;" type="text"/>	PO Box <input style="width: 100%;" type="text"/>	Rural Route Number <input style="width: 100%;" type="text"/>
Unit <input style="width: 100%;" type="text"/>	Street Number <input style="width: 100%;" type="text"/>	Street Name <input style="width: 100%;" type="text"/>
Street Type <input style="width: 100%;" type="text"/>	Street Direction <input style="width: 100%;" type="text"/>	City <input style="width: 100%;" type="text"/>
Prov/Terr/State <input style="width: 100%;" type="text"/>	Postal Code (A1A 1A1) / Zip Code (11111) <input style="width: 100%;" type="text"/>	
Country <input style="width: 100%;" type="text"/>		
Additional Information <input style="width: 100%; height: 30px;" type="text"/>		

(6) Fill in the address information (please refer to Figure 1-18: Mailing Address Delivery Modes).

Note: There is a third type of address that you may provide for your facilities: A geographical address. Similar to mailing address and physical address information, the geographical latitude and longitude information will be used to auto-populate fields in MERS (Figure 3-2) and, where appropriate, reports to several other programs.

Figure 1-34: SWIM Facility Address Page

Mailing Address

Physical Address

Geographical Address

Mailing Address

Delivery Mode [2] <input style="width: 100%;" type="text"/>	PO Box <input style="width: 100%;" type="text"/>	Rural Route Number <input style="width: 100%;" type="text"/>
Unit <input style="width: 100%;" type="text"/>	Street Number <input style="width: 100%;" type="text"/>	Street Name <input style="width: 100%;" type="text"/>

(7) When you have filled in the information you wish to provide, click the blue Save button to be returned to your main Facilities page. If at any time you would like to delete a facility, this can be done by checking the box next to the appropriate facility and then the red Delete all selected button. You are able to add new facilities by clicking on the blue Search for facility button.

Figure 1-35: SWIM Facility Dashboard

The screenshot displays the SWIM Facility Dashboard interface. At the top, there is a search filter labeled "Filter items" with an empty input box. To the right, it indicates "Showing 1 to 1 of 1 entries" and a "Show 10 entries" dropdown menu. Below this is a table titled "Facilities". The table has three columns: "Facility Name", "Address", and "Coordinates", each with a sort icon (up and down arrows). The first row contains a checkbox, the text "Guide Facility / Installation Guide", and the coordinates "0.00000N, 0.00000E". At the bottom of the dashboard, there are two buttons: a red "Delete all selected" button and a blue "Search for facility" button.

	Facility Name	Address	Coordinates
<input type="checkbox"/>	Guide Facility / Installation Guide		0.00000N, 0.00000E

2 Access to MERS

This chapter outlines the steps to follow to provide a facility representative or a laboratory/consultant access to MERS once your organization and a facility under your organization have been created.

You will not be able to manage access in MERS until at least one facility has been added to your organization.

Note: DO NOT CREATE DUPLICATES OF A FACILITY IN SWIM.

With respect to Schedule 5 of the MDMER, two reporting systems are used: MERS, which collects information under Schedule 5, Part 1, and EEMER, which collects information under Schedule 5, Part 2. Once initially created in SWIM, the same facility should be used when accessing both MERS and EEMER, which allows for reported data to be linked.

Please use the search function, as described below, to check for an existing facility, using common spellings or if no results are obtained, partial spelling and capitalizations for the expected mine name (e.g. using variations such as “Inc”, ”Inc.”, “Incorporated”, or “incorporated”).

See Chapter [2.4 Transfer of Ownership of Facilities](#), if applicable.

The first user to create the organization will become the SWIM Organization Lead. This user will be able to grant themselves and other users the role of regulatee or consultants/laboratories. If you wish to add additional SWIM Organization Leads for your organization, the SWIM Organization Lead can proceed themselves by following the standard steps to grant access (See section 2.1 Granting access to the MERS) and by selecting the Single Window Information Manager module.

If you do not know who your SWIM Organization Lead is, email: sdem-mers@ec.gc.ca.

2.1 Granting Access to MERS

The **SWIM Organization lead** must follow these steps to generate keys:

Step 1: Click on Organizations on the navigation pane on the left-hand side.

Figure 2-1: Granting Access to MERS (1)

Government of Canada / Gouvernement du Canada

Search Canada.ca

MENU

Home

Single Window Information Manager

- Home
- My Profile
- Redeem ECCC Key
- Request Access
- Organizations**
- Logout
- Guidance (opens in a new window)

Single Window Information Manager

Welcome System user / Utilisateur du système, to Environment and Climate Change Canada's Single Window.

The reporting program(s) that you can access are listed below. Contact your SWIM Organization Lead to request access to additional programs.

[More information on getting access to programs and organizations](#)

[Chemicals Management Plan](#)

Jointly delivered by Environment Canada and Health Canada, the Chemicals Management Plan identifies and addresses environmental and health risks under various federal laws.

Step 2: Click on the name of your organization.

Figure 2-2: Granting Access to MERS (2)

MENU

Home > [Organizations](#)

Single Window Information Manager

- Home
- My Profile
- Redeem ECCC Key
- Request Access
- Organizations**
- Logout
- Guidance (opens in a new window)

Organizations

The organizations listed below are the ones you can access. If your organization is not listed you need to either ask your SWIM Organization Lead for access or search for it by clicking on the Search for an organization button.

[More information on connecting to your organization\(s\).](#)

Filter items Showing 1 to 1 of 1 entries | Show entries

Organization	Business Number
Guide Organization / Organisation Guide	123456789

Search for an organization

Step 3: Click on Manage Access on the left-hand navigation pane.

Figure 2-3: Granting Access to MERS (3)

MENU ▾

Home > [Guide Organization / Organisation Guide](#)

Organization

Required fields are marked by an asterisk (*).

*** Business Legal Name (required)**

English Trade Name

French Trade Name

Organizations that fall into the following categories do not have to enter a business number:

- Indigenous organization
- charitable/non-profit organizations
- small businesses with less than \$30K in revenue
- located outside Canada

Does your organization fit into one of these categories?

Business Number

DUNS Number

Single Window Information Manager

- Home
- My Profile
- Redeem ECCC Key
- Request Access
- Organizations
- Guide Organization / Organisation Guide
- Contacts
- Parent Organizations
- Manage Access**
- Facilities
- Logout

Step 4: Click on Grant Access at the top of the table.

Figure 2-4: Granting Access to MERS (4)

MENU ▾

Home > [Test Organization](#) > [Manage Access](#)

Manage Access

The users listed below have access to your organization. SWIM Organization Leads can grant new users access or delete user's access. Click on Grant Access to grant others access.

If you need access to a specific reporting program, please contact your SWIM Organization Lead found in the table below.

[More information on managing access to your organization.](#)

Grant Access

People who have access to your organization

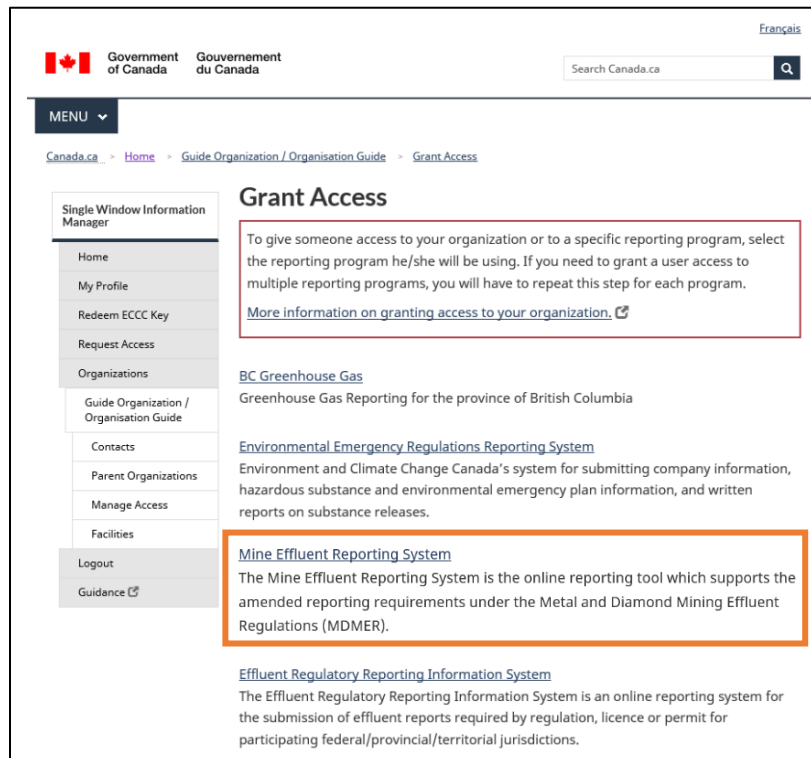
Filter items Showing 1 to 1 of 1 entries | Show entries

Single Window Information Manager

- Home
- My Profile
- Redeem ECCC Key
- Request Access
- Organizations
- Test Organization
- Contacts
- Parent Organizations
- Manage Access
- Facilities

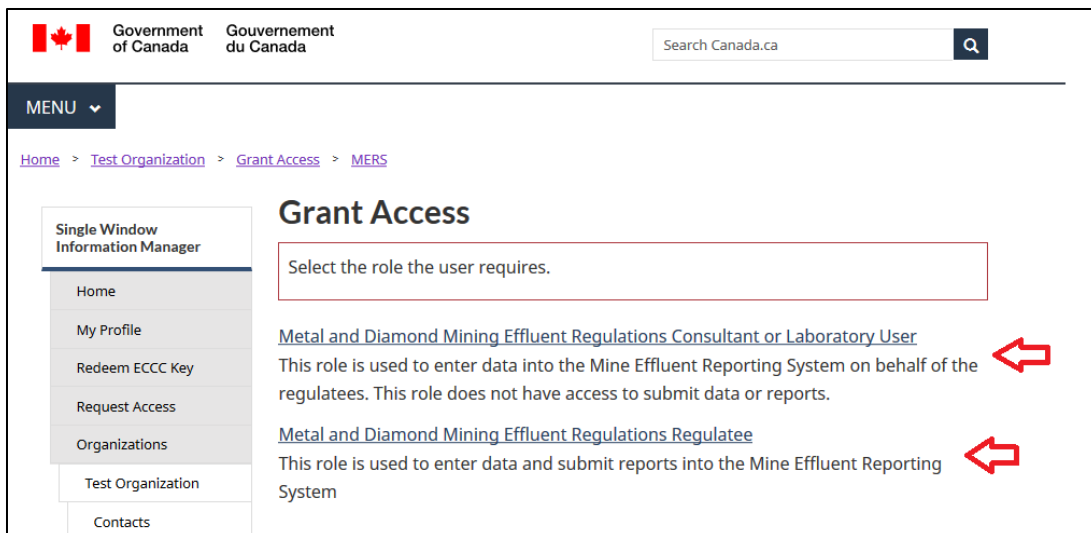
Step 5: Click on the applicable reporting system (Mine Effluent Reporting System).

Figure 2-5: Granting Access to MERS (5)



Step 6: Click on the level of access that you want to provide (see Chapter [2.3 Types of Roles](#)).

Figure 2-6: Granting Access to MERS (6)



Step 7: Select **all** the facilities that require access and click Continue.

Figure 2-7: Granting Access to MERS (7)


MENU ▾

Home > Guide Organization / Organisation Guide > Grant Access > MERS

Grant Access

Select which facilities he/she will need access to.

Filter items Showing 1 to 1 of 1 entries | Show 10 ▾ entries

Facilities		
Facility Name	Address	Coordinates
 Guide Facility / Installation Guide		0.00000N, 0.00000E

[Continue](#)

Version: 2.0

Single Window Information Manager

- Home
- My Profile
- Redeem ECCC Key
- Request Access
- Organizations
 - Guide Organization / Organisation Guide
- Contacts
- Parent Organizations
- Manage Access
- Facilities

Step 8: Input the number of keys you need to generate (one key for each user you are granting access to).

Figure 2-8: Granting Access to MERS (8)

MENU ▾

[Home](#) > [Guide Organization / Organisation Guide](#) > [Grant Access](#) > [MERS](#)

Grant Access

You can create as many “keys” as you need for as many people needing access for this role and reporting program listed below.

Enter the number of keys you need and click Generate. Keys can only be used once so if you have multiple people you need multiple keys.

Copy the key and send via email to the person who needs access. They will copy the key from the email and paste it onto Redeem ECCC Key in their own SWIM account giving them the access.

Role **Metal and Diamond Mining Effluent Regulations Regulatee**

Program **Mine Effluent Reporting System**

Facility **Guide Facility / Installation Guide**

Number of keys*

Generate

Single Window Information Manager

- Home
- My Profile
- Redeem ECCC Key
- Request Access
- Organizations
 - Guide Organization / Organisation Guide
 - Contacts
 - Parent Organizations
 - Manage Access
 - Facilities
- Logout
- Guidance (opens in a new window)

Step 9: Copy each ECCC key and send it to the user(s) who require access.

Figure 2-9: Granting Access to MERS (9)

MENU ▾

[Home](#) > [Guide Organization / Organisation Guide](#) > [Grant Access](#) > [MERS](#) > [Metal and Diamond Mining Effluent Regulations Regulatee](#)

Grant Access

Copy the key(s) on the screen and send them individually to the users in an email. Remember that each key can only be used once but you can come back at any point and create more. The user(s) will then redeem the ECCC Key and he/she will have access to the organization and reporting program listed below.

Role	Metal and Diamond Mining Effluent Regulations Regulatee
Program	Mine Effluent Reporting System
Facility	Guide Facility / Installation Guide

ECCC Keys

7a35d381-007f-415e-84c3-5eb80efb68a7

Single Window Information Manager

- Home
- My Profile
- Redeem ECCC Key
- Request Access
- Organizations
 - Guide Organization / Organisation Guide
 - Contacts
 - Parent Organizations
 - Manage Access
 - Facilities

Once the recipient has obtained the key, they must click on Redeem ECCC Key. On the left-hand navigation pane in your own account, paste the entire key into the text box and click Activate Key. MERS will then be accessible through the SWIM home page.

If you do not know who your SWIM Organization lead is, email: sdem-mers@ec.gc.ca.

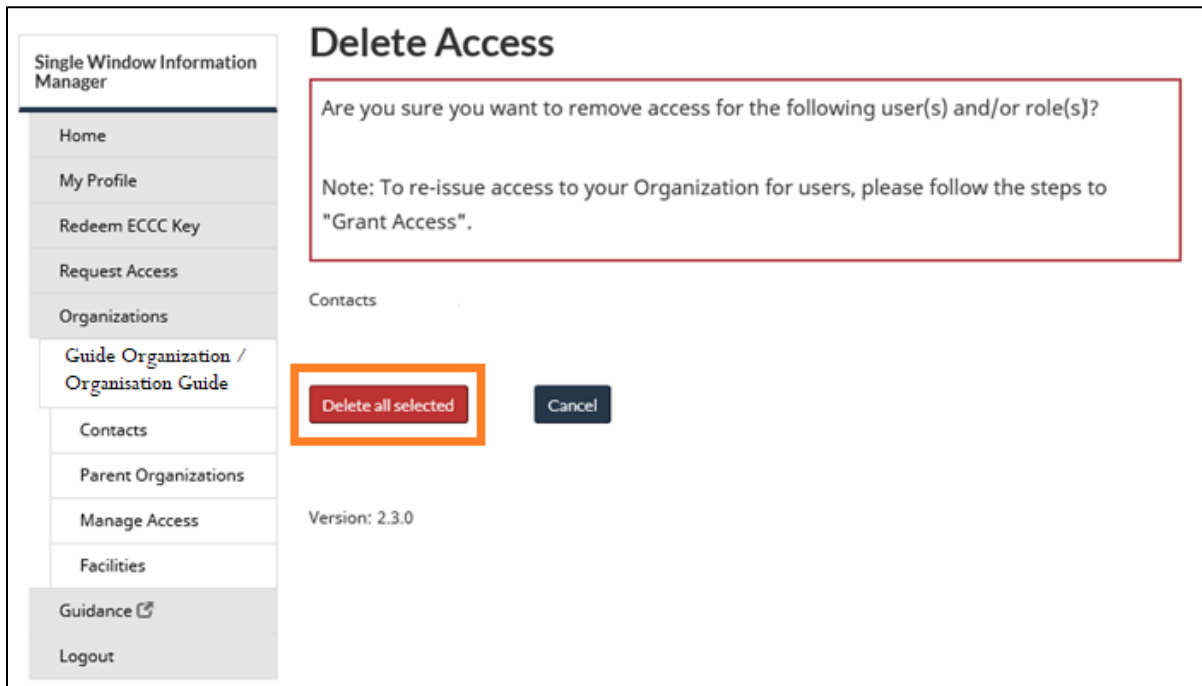
2.2 Removing Access to MERS

SWIM Organization Leads may delete users that no longer require access to the organization's profile. To do so, please follow the steps 1-3 listed in Chapter [2.1 Granting Access to MERS](#), and scroll down to the "People who have access to your organization" portion of the page.

Next, click the checkbox in the far left column of the row of the user whose access is to be removed, then click the red Delete all selected button. Several boxes can be checked, thus removing several accesses at the same time.

On the "Delete Access" screen, click the red Delete all selected button again, users will no longer have access (Figure 2-10).

Figure 2-10: Removing Access to Organization



2.3 Types of Roles in MERS

Two **role types** are available to the SWIM Organization Lead when granting access to users: the Regulatee role and the Consultant or Laboratory user role.

Metal and Diamond Mining Effluent Regulations Regulatee

This role is an unrestricted data entry role. The user is able to:

- Access and edit facility information;
- Create, submit, view and amend reports, and delete unsubmitted reports;
- Submit, edit, and view notifications, and delete unsubmitted notifications;
- Download submitted data in Excel format and submitted reports as a PDF.

When granting a user this role for a given facility, please note that they will not be given any SWIM role.

Metal and Diamond Mining Effluent Regulations Consultant or Laboratory User

This role allows a user to enter data into MERS on behalf of regulatees. This role does not have access to facility information and can create reports and enter data only for version 1 reports. They cannot submit reports or amend submitted reports. Additionally, this role is able to download data regarding regulatory information, acute lethality tests, and EEM submissions.

When granting a user this role, please note that they will not be given any SWIM role.

2.4 Transfer of Ownership of Facility

In the case of a change in ownership of a facility, the new owner must add it to their organization in SWIM. In the “Facilities” section, click the [Search for Facility](#) button, then search for the facility you wish to add to your organization (Figure 1-29). Two scenarios are therefore possible:

1) The facility appears as a hyperlink. You can then click on the name of the facility to see which organization it is associated with. If possible, contact the SWIM Organization Lead who owns the facility to release it and make it available to you. Otherwise, click [Add this facility](#) (Figure 2-11) and a transfer request will be sent to ECCC.

2) The facility is not a hyperlink, which means it is not currently associated with any organization. You can then click [Add this facility](#) (Figure 2-11) and the facility will automatically be added to your organization's profile.

Figure 2-11: Adding Pre-Existing Facility

The screenshot shows a web interface for managing facilities. At the top, there is a search form titled "Facility" with two input fields: "Facility Name" (containing "guide") and "Postal Code (A1A 1A1) / Zip Code (11111)". A "Search" button is located below the "Facility Name" field. Below the search form, there is a filter section with a "Filter items" input field, a "Showing 1 to 5 of 5 entries" indicator, and a "Show 10 entries" dropdown menu. The main content area is titled "Facilities" and contains a table with the following columns: "Facility Name", "Physical Address", and "Add". The table lists five facilities:

Facility Name	Physical Address	Add
Guide Facility / Installation Guide		Add this Facility
GuideFacility		Add this Facility
Testing_user_guide		Add this Facility
User Guide	84 Street Name Avenue, City, ON, A1A 1A1	Add this Facility
User Guide		Add this Facility

At the bottom of the page, there is a button labeled "Add a New Facility".

Information about the transfer of ownership of facilities in SWIM can be found in the “Managing your facilities” section of the SWIM guidance at:

<https://www.canada.ca/en/environment-climate-change/services/reporting-through-single-window/guidance.html>.

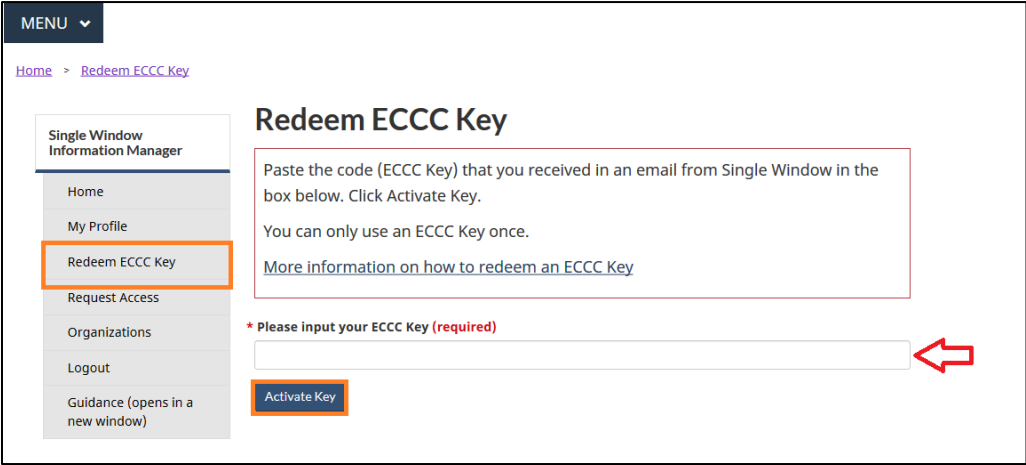
Note: If the MDMER require a notification or submission of information to the Minister of the Environment, that notification must be made through the “Notifications” tab of MERS. Please consult Chapter [8.1 Creating Notifications](#) for information on how to create and submit notifications required by the MDMER.

If you require additional information or assistance for the transfer of ownership of facilities in SWIM, contact: gigu-swim@ec.gc.ca.

2.5 Redeeming your ECCC Key

If you have been provided an **ECCC Key** by your SWIM Organizational Lead, click on [Redeem ECCC Key](#) and activate it to save it to your profile.

Figure 2-12: Redeeming ECCC Key (1)



If you see the screen below (Figure 2-13), this denotes that the ECCC Key was already used. You will need to request a new one.

Figure 2-13: Redeeming ECCC Key (2)

Redeem ECCC Key

Paste the code (ECCC Key) that you received in an email from Single Window in the box below. Click Activate Key.

You can only use an ECCC Key once.

[More information on how to redeem an ECCC Key](#)

- **The ECCC Key provided has already been redeemed. Please note that each key can only be redeemed once.**

Please input your ECCC Key (required)

[Activate Key](#)

If your ECCC key is valid, it should redeem successfully:

Figure 2-14: Successful Key

Redeem ECCC Key

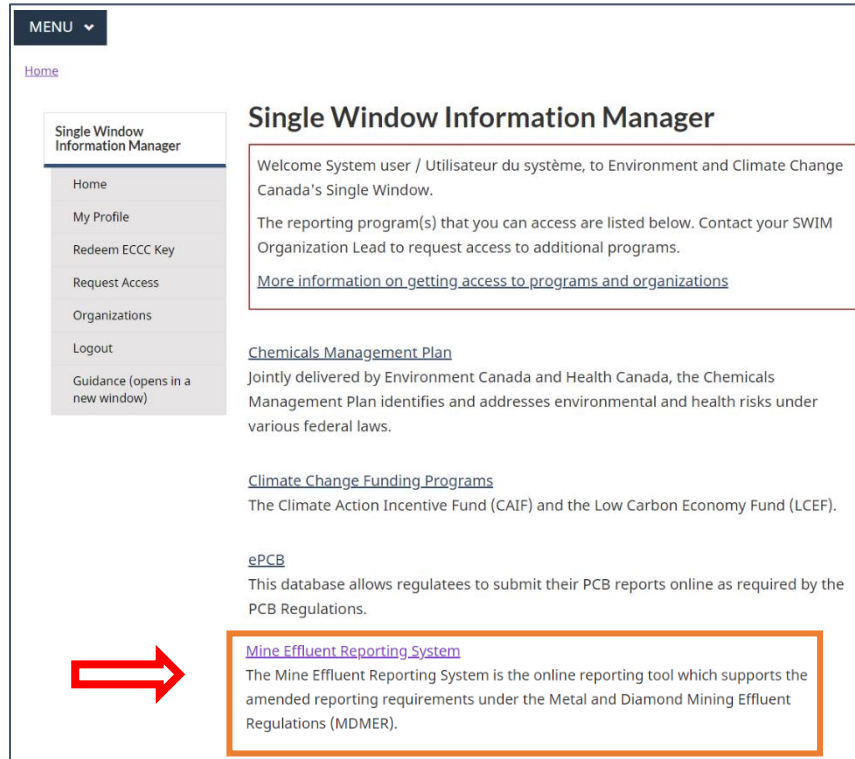
Your key has been redeemed successfully.

Select Home from the left navigation pane to return to the homepage and then select MERS.

2.6 Navigating to MERS

MERS is accessible through the **SWIM Homepage** (Figure 2-15).

Figure 2-15: Navigating to MERS from SWIM



2.6.1 Navigating in MERS

Opening MERS will lead you to the home page where general information and announcements for the system will be located. This page is important, as it is where information on changes to the system and updates will be located.

Other important tabs in MERS include:

- The **Facilities** tab (Chapter [3 Facility Registration in MERS](#));
- The **Reporting Dashboard** (Chapter [4 Reporting Dashboard](#));
- The **Notifications** tab (Chapter [8 Notification Dashboard](#));
- The **Downloads** tab (Chapter [9 Downloads](#)).

You can navigate between them by clicking on their respective tabs on the heading bar (Figure 2-16).

Opening MERS in a minimized window will change the layout (Figure 2-17; Figure 2-18).

Figure 2-16: MERS Home Page

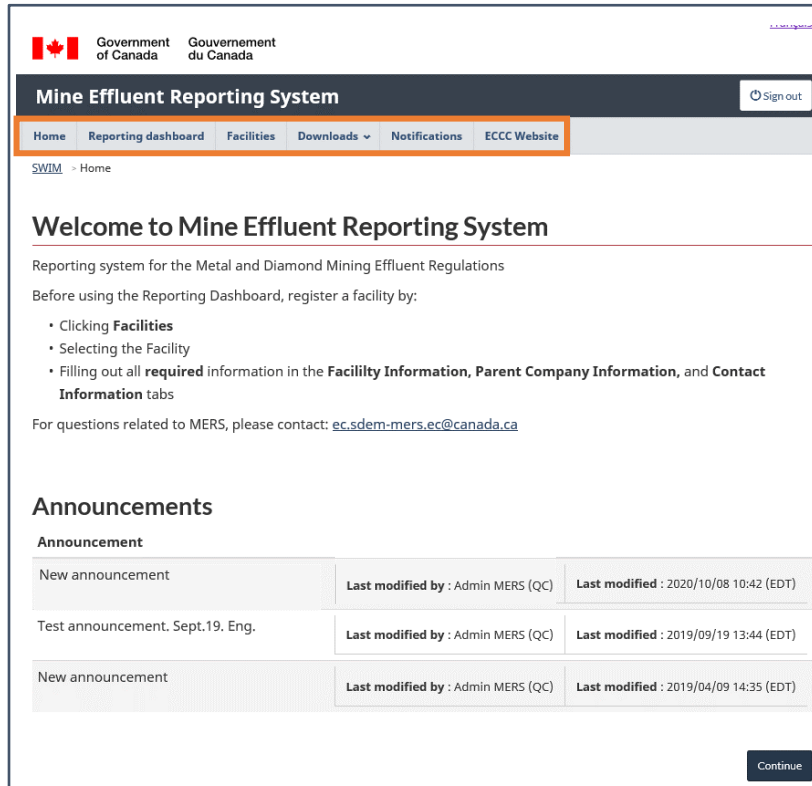


Figure 2-17: MERS Home Page - Small Screen

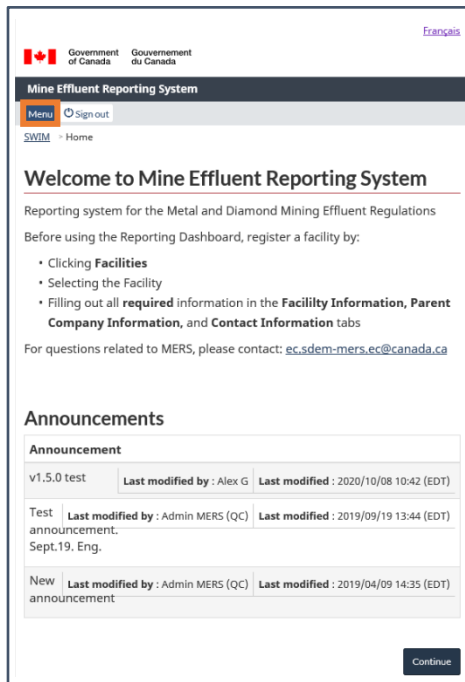
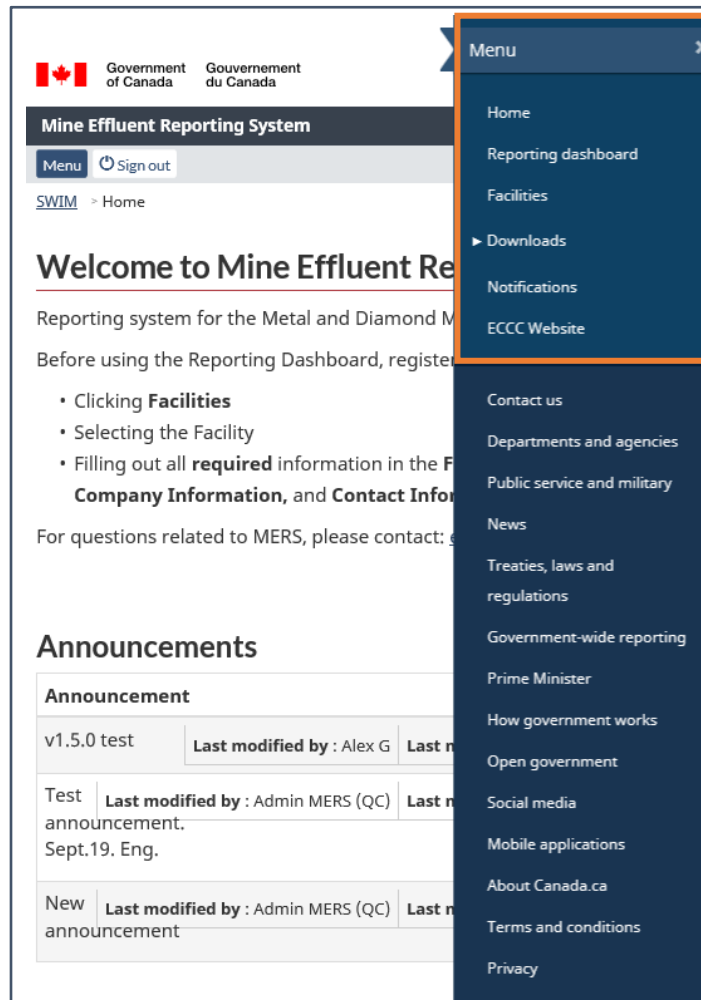


Figure 2-18: MERS Home Page - Small Screen, Expanded Menu



3 Facility Registration in MERS

Once you gain access to MERS, facility registration requires completion.

To complete the registration of a facility, click on the **Facilities** tab and select the facility from the list (Figure 3-1). This will bring you to the “Facility information” section where you can input information required by the system to complete reports and notifications.

To create a report or notification, you must complete, at minimum, the following sections of the **Facilities** tab: the “Facility information”, “Parent company information”, “Final discharge point information” and “Contact information”.

Note: Only facilities that you have been granted access from SWIM will be shown in the list of facilities. Please see Chapter [1.4.1 Adding a Facility](#) if your facility is not found in MERS.

Figure 3-1: Facility Information - Facility List

The screenshot displays the MERS interface. At the top, there is a header with the Government of Canada logo and the text "Government of Canada / Gouvernement du Canada". Below this is a dark navigation bar with the title "Mine Effluent Reporting System" and a "Sign out" button. A secondary navigation bar contains tabs for "Home", "Reporting dashboard", "Facilities" (which is highlighted with an orange box), "Downloads", "Notifications", and "ECCC Website". Below the navigation is a breadcrumb trail "SWIM > Facilities". The main heading is "Facilities". Underneath, there is a "Select facility" section with input fields for "Facility name", "Contact Name", and "Parent company", along with "Search" and "Reset" buttons. Below this is a "Facility list" section with a table. The table has two columns: "Facility name" and "Action". The first row contains the text "Guide Facility / Installation Guide" and a "Select" button, which is highlighted with an orange box. At the bottom left, there is a "Close" button.

3.1 Facility information

In the “Facility information” section, general information (Figure 3-2) about the facility is already entered. To be able to save the page, required fields must be completed.


When first inputting facility information, some data such as the facility physical address, mailing address and coordinates will be automatically populated if they have already been entered in SWIM. This can also be done by clicking on the Update from SWIM button at the bottom of the page (Figure 3-6).

When saving information in MERS, fields that are also present in SWIM will be updated with the newly saved information.

Note: Coordinates must be in decimal degrees format with 5 digits after the decimal (Ex 42.12345).

Figure 3-2: Facility Information - General Information

The screenshot shows the 'Facility information' form in the SWIM system. The form is titled 'Facility information' and contains several required fields. The 'Facility name' field is filled with 'Guide Facility / Installation Guide'. The 'Physical address' and 'Mailing address' fields are both filled with '123 Street/Rue, City/Ville, Ontario, A1A 1A1, Canada'. The 'Latitude' field is filled with '42.00000' and the 'Longitude' field is filled with '-100.00000'. The 'Design rated capacity' field is filled with '500' and the unit is 'Tonne/Year'. The 'Description and rationale of how the designed-rated capacity was determined' field is filled with 'Various testing mechanisms.' The 'Facility information' section is highlighted in the left sidebar. The 'Physical address' and 'Mailing address' fields have location pin icons on the right side, which are highlighted with orange boxes.

To edit addresses, click on the  (pin) icon on the right side of the field. This will open a window where address information can be input and edited. An error will be shown when attempting to save an address that does not meet the requirements of the system. **Be sure to save before leaving this window.**

Additional design rated capacities can be added by clicking on the Add button (Figure 3-3). This will open a new window to input the value, unit, and description of the new design capacity. Once added, the additional design capacity will appear in the list and can be deleted or modified by clicking on the button in the Action column.

Figure 3-3: Facility Information - Additional Design Capacity and Other Facility Information

Additional design capacity			
Capacity value	Unit	Description	Action
12345	tonne/year	Description	<div style="border: 1px solid orange; padding: 5px;"> Edit Delete </div>

Add

Metal/mineral produced

National pollutant release inventory ID (NPRI ID)

Web address

You can add a **facility operating status** by selecting the type and start date (Figure 3-4). When first registering a facility, only the date subject to MMER and date subject to MDMER will be available as options for the facility operating status types. Different facility operating statuses become available depending on the current status of the facility. These options, in no particular order, are: “Date subject to MMER”, “Date subject to MDMER”, “Cessation of discharge”, “Resume discharge”, “End of commercial operation,” “Return to commercial operation”, “Intent to become a recognized closed mine” and “Recognized closed mine.” The date subject to the MMER (the *Metal Mining Effluent* Regulations which predate the MDMER before 2018) or date subject to MDMER are only required for the first entry.

Facility status types may be linked to notifications submitted to the Minister of the Environment. Any new information or updates to the facility operating status must be made within the **Facilities** tab. In addition, if the MDMER require a notification or submission of information to the Minister of the Environment, that notification must be made through the **Notifications** tab (please see Chapter [8.2 Completing & Saving Notifications](#)).

Once a status is updated, previous facility operating status types will appear as a list (Figure 3-5).

The date associated with the status cannot be changed once it has been added. Please verify that the information is correct before saving. To make a change to the date of a status field, a request must be sent to sdem-mers@ec.gc.ca.

Note: Facility operating status records, region, time zone and adjustment for daylight savings will become locked and cannot be modified after saving. To make a change to these fields, a request with justification must be sent to sdem-mers@ec.gc.ca.

Note: “Adjust time for daylight savings” defaults to unchecked. Be sure to check the box if the facility is in a time zone that is adjusted to daylight savings.

Figure 3-4: Facility Information - Facility Status, Region and Time Zone

* Facility operating status type (required)	<input type="text" value="Select an option"/>
* Facility operating status start date (required)	<input type="text" value="yyyy/mm/dd"/>
* Region (required)	<input type="text" value="Select an option"/>
* Time zone (required)	<input type="text" value="Select an option"/>
	<input type="checkbox"/> Adjust time for daylight saving time

Canadian provinces and territories are divided into regions in MERS as follows:

Table 3-1: Regions and Associated Provinces and Territories

Region	Province or Territory
Atlantic	Nova Scotia New Brunswick Prince Edward Island Newfoundland And Labrador
Ontario	Ontario
Quebec	Quebec
Prairie Northern	Alberta Saskatchewan Manitoba Northwest Territories Nunavut
Pacific And Yukon	British Columbia Yukon


Figure 3-5: Facility Information - Previous Facility Status

Facility operating status type

Facility operating status start date

Facility operating status record

Facility operating status type	Facility operating status start date
Date subject to MDMER	2019/01/01
Cessation of discharge	2020/01/01
End of commercial operation	2021/01/01
Intent to become recognized closed mine	2021/02/01
Recognized closed mine	2021/03/01
Return to commercial operation	2021/04/01
Cessation of discharge	2021/05/01
Resume discharge	2021/06/01

The **owner and operator information** (Figure 3-6) is required to be complete for registration. Enter the name and fill out the addresses by clicking on the  (pin) icon. When adding the owner and operator information, the Same as owner button can be used to copy any information in the owner details to the operator details.

Note: Make sure to click on the Save button at the bottom right of the page. Any unsaved information will be lost when leaving the page. If you are editing the page, a note must be added indicating the changes.


Figure 3-6: Facility Information - Owner and Operator Details

The screenshot displays a web form titled "Owner and operator". It is divided into two main sections: "Owner detail" and "Operator detail".

- Owner detail:** Contains three input fields: "* Name (required)", "* Physical address (required)", and "* Mailing address (required)". The physical and mailing address fields have location pin icons to their right, which are highlighted with orange boxes.
- Operator detail:** Features a "Same as owner" button (highlighted with an orange box) and three input fields: "* Name (required)", "* Physical address (required)", and "* Mailing address (required)". The physical and mailing address fields also have location pin icons, highlighted with orange boxes.
- Note:** A text area labeled "Add note" is located below the operator details.
- Buttons:** At the bottom left is a "Close" button. At the bottom right are "Update From SWIM" and "Save" buttons, both highlighted with orange boxes.

Owner and operator information may be linked to notifications or information submitted to the Minister of the Environment. Any new information or updates to the owner and operator information must be first made within the **Facilities** tab. In addition, if the MDMER require a notification or submission of information to the Minister of the Environment, that notification must be made through the **Notifications** tab (please see Chapter [8.2 Completing & Saving Notifications](#)).

3.2 Parent Company Information

In the “Parent company information” section (Figure 3-7), the name and physical address of the parent company are required. Clicking on [Edit](#) in the [Action](#) column will show the fields that can be modified. Clicking on the  (pin) icon to the right of the address field will open a window where it can be modified and saved.

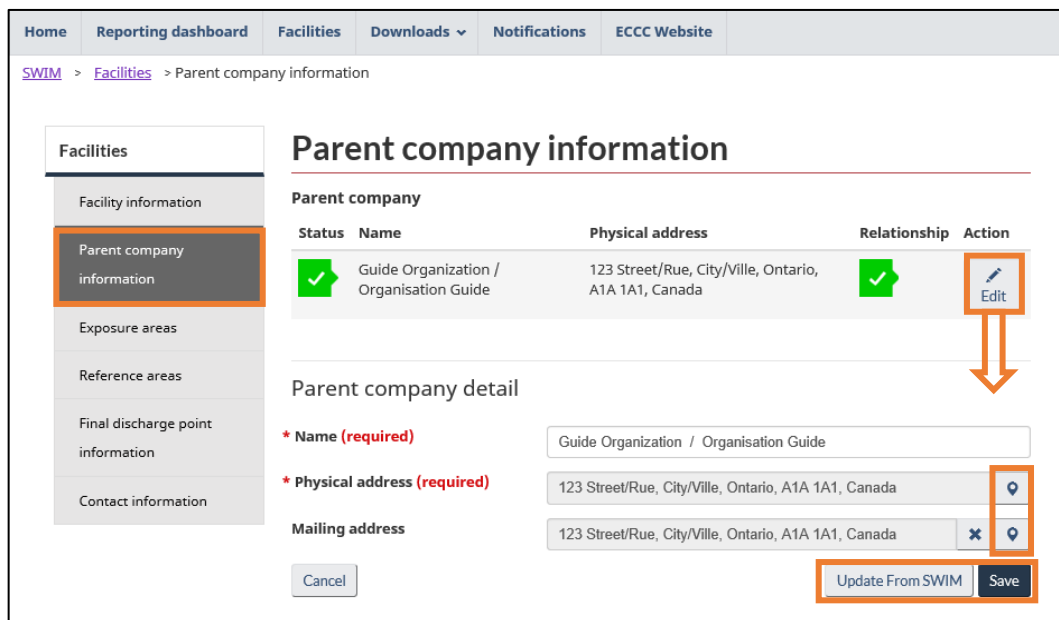
The [Update from SWIM](#) button can be used to populate the fields with the information currently in SWIM.

The [Status](#) column will indicate the state of submission for the parent company: orange for in-progress and green for submitted (Table 4-1). The status will already be submitted if it has been completed for another facility under the same organization.




The [Relationship](#) column will show the link for the facility with past organizations. In the event of a change in parent company of a facility, the relationship will become broken and the new parent company will be shown as a new row in the table.

Note: Information saved on this page will update the organization information in SWIM.

Figure 3-7: Parent Company Information



The screenshot shows the 'Parent company information' page in the SWIM system. The page has a navigation bar with 'Home', 'Reporting dashboard', 'Facilities', 'Downloads', 'Notifications', and 'ECCC Website'. The breadcrumb trail is 'SWIM > Facilities > Parent company information'. On the left, there is a sidebar with 'Facilities' and a list of options: 'Facility information', 'Parent company information' (highlighted in orange), 'Exposure areas', 'Reference areas', 'Final discharge point information', and 'Contact information'. The main content area is titled 'Parent company information' and contains a table with the following data:

Status	Name	Physical address	Relationship	Action
	Guide Organization / Organisation Guide	123 Street/Rue, City/Ville, Ontario, A1A 1A1, Canada		

Below the table is the 'Parent company detail' form with the following fields:

- * Name (required): Guide Organization / Organisation Guide
- * Physical address (required): 123 Street/Rue, City/Ville, Ontario, A1A 1A1, Canada
- Mailing address: 123 Street/Rue, City/Ville, Ontario, A1A 1A1, Canada

At the bottom of the form are 'Cancel', 'Update From SWIM', and 'Save' buttons. The 'Update From SWIM' and 'Save' buttons are highlighted in orange. An orange arrow points from the 'Edit' button in the table to the 'Physical address' field in the form.

Parent company information may be linked to notifications or information submitted to the Minister of the Environment. Any new information or updates to parent company information must be made within the **Facilities** tab. In addition, if the MDMER require a notification or submission of information to the Minister of the Environment, that notification must be made through the **Notifications** tab (please see Chapter [8.2 Completing & Saving Notifications](#)).

3.3 Exposure and Reference Areas

The process to add reference and exposure areas for a given facility is the same.

The “Exposure areas” section will show a table of exposure areas associated with the facility (Figure 3-8). Clicking on the [Add new exposure area](#) button will open a new page where the required information can be added (Figure 3-9). The area is added to the table when clicking [Save](#). Clicking on [Close](#) will return you to the list where the areas that you have added will be shown.

Existing areas can be modified by clicking [Edit](#) in the [Action](#) column of the table. When editing an area, a note is required to save the page.

Note: Coordinates must be in decimal degrees format with 5 digits after the decimal (Ex 42.12345).

Figure 3-8: Exposure Area - Exposure Area List

The screenshot shows the SWIM web application interface. At the top, there is a navigation bar with links for Home, Reporting dashboard, Facilities, Downloads, Notifications, and ECC Website. Below this, a breadcrumb trail reads 'SWIM > Facilities > Exposure areas'. On the left, a sidebar menu under 'Facilities' lists various sections, with 'Exposure areas' highlighted. The main content area is titled 'Exposure areas' and features a table with the following data:

Name	Latitude	Longitude	Action
Area / Zone	42.00000	-100.00000	Edit

Below the table, there is a 'Close' button and an 'Add new exposure area' button.

Figure 3-9: Exposure Area - Exposure Area Details

Home Reporting dashboard Facilities Downloads ▾ Notifications ECCC Website

[SWIM](#) > [Facilities](#) > [Exposure areas](#) > Exposure area

Exposure area


* Name (required)

* Latitude (required)

* Longitude (required)

* Description of sampling area (required)

Note



3.4 Final discharge point information

Adding a **final discharge point (FDP)** is similar to adding a reference/exposure area (Figure 3-10). Clicking Add new FDP will open a window where information about the FDP is submitted (Figure 3-11). The FDP is then added to the list once saved.

FDPs added to the list can then be modified by clicking on Edit in the Action column. When editing an FDP, a note documenting the change is required to save the page.

Figure 3-10: Final Discharge Point Information - Final Discharge Point List

The screenshot displays the 'Final discharge point information' page. At the top, there is a navigation bar with links: Home, Reporting dashboard, Facilities, Downloads, Notifications, and ECCC Website. Below the navigation bar, the breadcrumb trail reads 'SWIM > Facilities > Final discharge point information'. On the left, a sidebar menu lists various facility-related options: Facility information, Parent company information, Exposure areas, Reference areas, Final discharge point information (highlighted with an orange box), and Contact information. The main content area is titled 'Final discharge point information' and contains a table with the following data:

Name	Effluent type	Latitude	Longitude	Status	Action
FDP / PRF	Milling facility effluent	42.00000	-100.00000	Active	Edit (highlighted with an orange box)

Below the table, there is a 'Close' button and an 'Add new FDP' button (highlighted with an orange box).

Much of the information about an FDP will be locked and cannot be modified after being added. This includes the name, date of first deposit, whether the effluent is deposited into marine waters, and the latitude and longitude. Once locked, to make a change to one of these fields, a request must be sent by e-mail to sdem-mers@ec.gc.ca.

An FDP cannot be removed once it has been added. It is therefore very important to verify that the information is correct before saving.

An FDP can be deactivated by selecting the date of decommission. Decommissioning an FDP will mark it as “inactive”. It will no longer appear as an option for reports where the FDP is not active during the reporting period. **Once a FDP is decommissioned, it cannot be reactivated or modified.**

FDPs may be linked to notifications or information submitted to the Minister of the Environment. Any new information or updates to the information about an FDP must be made within the **Facilities** tab, before a notification is made. In addition, if the MDMER require a notification or submission of information to the Minister of the Environment, that notification must be made through the **Notifications** tab (please see Chapter [8.2 Completing & Saving Notifications](#)).

Note: Coordinates must be in decimal degrees format with 5 digits after the decimal (Ex 42.12345).

Figure 3-11: Final Discharge Point Information – Final Discharge Point Details

The screenshot shows a web application interface for 'Final discharge point information'. The breadcrumb trail is 'SWIM > Facilities > Final discharge point information > Final discharge point information'. The main heading is 'Final discharge point'. The form contains the following fields:

- * Name (required)**: A text input field.
- * Date of first deposit (required)**: A date picker with a dropdown menu showing 'yyyy/mm/dd'.
- Date of decommissioning**: A date picker with a dropdown menu showing 'yyyy/mm/dd'.
- * Effluent type (required)**: A dropdown menu with 'Select an option' and a downward arrow.
- * Effluent deposited into marine waters (required)**: Radio buttons for 'Yes' and 'No'.
- * Final discharge point description (required)**: A text input field.
- Final discharge point capacity**: A text input field followed by 'm³/day'.
- * Latitude (required)**: A text input field with '(N) (99.99999)' as a placeholder.
- * Longitude (required)**: A text input field with '(E) (-999.99999)' as a placeholder.
- * Receiving body of water (required)**: A text input field.

To link an FDP to an exposure or reference area, click on [Link exposure area](#) or [Link reference area](#) (Figure 3-12), and a window will open where the area can be selected from the dropdown menu. **Only areas that have been added will be shown as options in the dropdown menu.** It is recommended to add the areas before entering the FDP information, otherwise you will need to return and modify the FDP after adding the areas.

Figure 3-12: Final Discharge Point Information - Exposure and Reference Area Links

Linked exposure areas

Status	Area name	Latitude	Longitude	Action
Active	Area / Zone	42	-100	Decommissioning

[Link exposure area](#)

Linked reference areas

Status	Area name	Latitude	Longitude	Action
Active	Area / Zone	42	-100	Decommissioning

[Link reference area](#)

Note

Add note

[Close](#) [Save](#)

3.5 Contact Information

The “Contact information” section (Figure 3-13) will show a table of the contacts added to the facility. Clicking on [Add new contact](#) will open a window where a contact can be selected from the dropdown list. Contacts available in the list include users who have access to the organization in SWIM (all users that appear in the “Manage Access” page) and contacts added for the organization in SWIM (in the “Contacts” tab under your organization).

Once added, fields with the contact details will be shown and need to be completed to save the contact. Contacts can be edited or deleted by clicking on the respective buttons in the [Action](#) column.

All fields on this page are linked to the SWIM profile of the contact; clicking on [Save](#) will update the information in SWIM. Clicking on the [Update From SWIM](#) button can be used to populate the fields with the information currently present in SWIM.

Figure 3-13: Facility information - Contact information

The screenshot shows a web application interface for managing contact information. At the top, there is a navigation bar with links for Home, Reporting dashboard, Facilities, Downloads, Notifications, and ECCC Website. Below this, a breadcrumb trail indicates the current location: SWIM > Facilities > Contact information. On the left side, there is a sidebar menu with options: Facility information, Parent company information, Exposure areas, Reference areas, Final discharge point information, and Contact information (which is highlighted with an orange box). The main content area is titled 'Contact information' and features a table with the following columns: First name, Last name, Position, and Action. The table contains one row with the following data: First name: System user /, Last name: Utilisateur du système, Position: (empty), and Action: (dropdown menu with an orange box around it and a downward arrow pointing to the form fields). Below the table, there are several form fields with red asterisks indicating they are required: * First name (required) with value 'System user /'; * Last name (required) with value 'Utilisateur du système'; * Mailing address (required) with value '123 Street/Rue, City/Ville, Ontario, A1A 1A1, Canada'; * Phone (required) with value '1234567890'; Extension (empty); * Email (required) with value 'example@email.ca'; * Preferred language of correspondence (required) with a dropdown menu set to 'English'; and Position (empty). At the bottom of the form, there are three buttons: 'Cancel', 'Update From SWIM', and 'Save' (the 'Save' button is highlighted with an orange box).

4 Reporting Dashboard

MERS enables users to create and submit quarterly and annual effluent monitoring reports, as well as information related to effluent and water quality monitoring studies. This information can be viewed through the “Reporting Dashboard”.

The “Reporting Dashboard” shows the list of created reports and their state of progress (Figure 4-1). The status icon allows the user to monitor the progress of reports created. The status of the report will change as information is added.

A new report can be created by clicking on the New report button, selecting the facility, the type of report and then the reporting period (Figure 4-2; Figure 4-3 and Figure 4-4).

Several actions are available by clicking on the button in the Action column for the respective report. The available actions depend on the status of the report and are shown in Table 4-1.

The “Reporting Dashboard” will not have any reports, until a search has been conducted. Checking the Keep Search Results box retains the search results upon returning to the “Reporting Dashboard”. In conducting a search, the filtering criteria can be used to find previously created reports.

Table 4-1: Report status icon and available actions





Status	Icon	Available Actions
New		Edit Delete Print Preview
In-Progress		Edit Delete Print Preview
Completed		Edit Delete Submit Print preview
Submitted		Amend View Print Preview

Figure 4-1: Reporting Dashboard

Reporting dashboard

• Enter information in any of the search criteria, and then click **Search** to view results.
 • Use the **Keep Search Results** checkbox to save search criteria for future use.
 • Hover your mouse over the image in the **Status** column for each submission to view its written status.

Search

Facility name: Reporting year:

Status:

Report type:

Keep Search Results

Status	Facility name	Report type	Reporting period	Version	Action
	Guide Facility / Installation Guide	Annual effluent monitoring report	2021	1	
	Guide Facility / Installation Guide	Quarterly effluent monitoring report	2020-Q4	1	
	Guide Facility / Installation Guide	Quarterly effluent monitoring report	2020-Q2	2	
	Guide Facility / Installation Guide	Quarterly effluent monitoring report	2020-Q1	2	

Version 1.6.1

Figure 4-2: New Report - Facility list

Mine Effluent Reporting System

Home Reporting dashboard Facilities Downloads Notifications ECCC Website

SWIM > Reporting dashboard > New report

New report

Select facility

Facility name:

Facility list

Facility name	Action
Guide Facility / Installation Guide	<input type="button" value="Select"/>

Figure 4-3: New Report - Report Type Selection

Home Reporting dashboard Facilities Downloads ▾ Notifications ECCC Website

SWIM > Reporting dashboard > New report

New report

Selected report details

Facility name: Guide Facility / Installation Guide

Select report type

Report types

Report type	Action
Information related to effluent and water quality monitoring studies	Select
Quarterly effluent monitoring report	Select
Annual effluent monitoring report	Select

Close Clear

Version 1.6.1

Figure 4-4: New Report - Reporting Period

Home Reporting dashboard Facilities Downloads ▾ Notifications ECCC Website

SWIM > Reporting dashboard > New report

New report

Selected report details

Facility name: Guide Facility / Installation Guide

Report type: Quarterly effluent monitoring report

Select report details

Year

Quarter

Close Create Clear

4.1 Amending, Deleting, and Submitting Reports

After submitting a report, someone with the regulatee role may **amend** a report in the “Reporting Dashboard” if required. This will create a new version for editing. The previous version will be archived with its date of submission and will be available to view in the report history located in the “Summary” section. All changes in the amended version must be documented in the note fields before saving the page.

Note: Report pages that require amendments must have a note entered in order to save the page and complete the amended submission. Notes are only viewable in the current version submitted. If additional amendments are made, notes from previous amendments do not carry over. It is important that notes clearly identify what was found in the previous submission, the change that is being made to the current amended submission and why this change is being made. If notes from previous versions of the report are still applicable, they must be copied over to the newest amended version.

If an amended report is deleted prior to submission, the reporting data will default to the previous version. If there is no previous version, deleting the report will remove it from the dashboard entirely.

Note: Reports that have been submitted cannot be deleted. Only reports which have the status of “New”, “In-Progress”, and “Completed” may be deleted from the system.

Selecting Submit for a report will open the “Submission confirmation” page (Figure 4-5). The name of the submitter will be filled based on the profile of the logged in user. The certification statement is required to submit the report. In the case where an amended report is submitted, the “Note” field becomes required.

Figure 4-5: Report Submission Confirmation Page

Home	Reporting dashboard	Facilities	Downloads ▾	Notifications	ECCC Website
----------------------	-------------------------------------	----------------------------	-----------------------------	-------------------------------	------------------------------

[SWIM](#) > [Reporting dashboard](#) > Submission confirmation

Submission confirmation

Facility name	Guide Facility / Installation Guide
Report type	Annual effluent monitoring report
Reporting period	2021

Submitter information

Full name	System user / Utilisateur du système
Position	<input type="text"/>

*** I hereby certify that the information provided in this report is true, accurate and complete. I understand that ECCC retains the right to request additional information to verify or substantiate the contents of this report. (required)**

Note	<input type="text" value="Add note"/>
------	---------------------------------------

5 Quarterly Effluent Monitoring Report

The **quarterly report** includes deleterious substance, pH and acute lethality results. Opening a report will show the “Summary” section, which includes general information about the report including its version and status (Figure 5-1).

The “History” portion at the bottom of the page will show any previous report versions which can be viewed or printed by clicking on the button in the Action column.

Figure 5-1: Quarterly Report Summary

The screenshot displays the 'Quarterly effluent monitoring report' page. The navigation bar includes 'Home', 'Reporting dashboard', 'Facilities', 'Downloads', 'Notifications', and 'ECCC Website'. The breadcrumb trail is 'SWIM > Reporting dashboard > Quarterly effluent monitoring report'. A sidebar on the left lists 'Quarterly effluent monitoring report' with sub-items: 'Summary' (highlighted), 'Deleterious substances', and 'Acute lethality test'. The main content area is titled 'Quarterly effluent monitoring report' and contains a 'Report details' section with the following information:

Facility name	Guide Facility / Installation Guide
Reporting period	2021-Q1
Version	2
Status	Completed
Last modified	2021/05/27 13:44 (EDT)
Submission date	

Below this is the 'Parent company' section:

Parent company	Physical address
Guide Organization / Organisation Guide	123 Street/Rue, City/Ville, Ontario, A1A 1A1, Canada

The 'History' section contains a table with the following data:

Status	Version	Last modified	Submission date	Action
Completed	2	2021/05/27 13:44 (EDT)		
Archived	1	2021/05/26 13:30 (EDT)	2021/05/27 13:42 (EDT)	

A 'Close' button is located at the bottom right of the page.

5.1 Deleterious Substances

The “Deleterious Substances” section allows you to submit the information gathered for effluent monitoring with respect to **deleterious substance** and **pH testing**.

The page shows a table with an entry for all FDPs and months in the reporting period. The entries in the table can be limited to a specific FDP by selecting it in the dropdown menu and clicking Search (Figure 5-2).

At the bottom of the page, the quarterly mass loading of each FDP is shown, this is calculated automatically by the system, based on the submitted deleterious substance data (Figure 5-2).

Clicking on Edit in the Action column will open a deleterious substance report for that entry in the table.

Note: FDPs that have been active at any time during the reporting period will have an entry in the list for each month of the reporting period.

Figure 5-2: Deleterious Substances Section

SWIM > [Reporting dashboard](#) > [Quarterly effluent monitoring report](#) > Deleterious substances

Quarterly effluent monitoring report

Summary

Deleterious substances

Acute lethality test

Deleterious substances

Facility name: Guide Facility / Installation Guide

Reporting period: 2021-Q2

Final discharge point: Select an option Search

Final discharge point	Reporting month	Was there deposit?	Action
FDP / PRF	2021 - 04		Edit
FDP / PRF	2021 - 05		Edit
FDP / PRF	2021 - 06		Edit

Quarterly mass loading

Final discharge point	Arsenic (kg)	Copper (kg)	Cyanide (kg)	Lead (kg)	Nickel (kg)	Zinc (kg)	Suspended solids (kg)	Radium-226 (MBq)	Un-ionized ammonia ¹ (kg)
FDP / PRF	-	-	-	-	-	-	-	-	-

¹Note: The quarterly mass loading for un-ionized ammonia is calculated for collection dates as of June 1st, 2021.

Close

Version 1.5.9

5.1.1 Deleterious Substances Report

In the **deleterious substances report** (Figure 5-3), you must indicate whether there was a deposit and if cyanide was ever used. If a deposit was indicated, the number of days that effluent was deposited and the total volume of effluent deposited are required.

The monitoring frequencies will default to “Normal”; select the applicable frequency for each substance and species. The monitoring frequencies of Rainbow Trout or Threespine Stickleback will be blank depending on whether the FDP deposits into marine waters. However, it is still possible to select a frequency.

Figure 5-3: Deleterious Substances Report (1)

Home Reporting dashboard Facilities Downloads Notifications ECCC Website

SWIM > Reporting dashboard > Quarterly effluent monitoring report > Deleterious substances > Deleterious substances report

Deleterious substances – 2021 – Q2 – Version 1

Facility name Guide Facility / Installation Guide

Final discharge point FDP / PRF

Reporting month 2021 - 06

* Was there a deposit during month? (required) Yes No

* Number of days effluent deposited (conditionally required)

* Total effluent volume deposited (conditionally required) m³/month

* Was cyanide ever used as a process reagent? (required) Yes No

Monitoring frequency

Refer to subsections 12(1) and 14(1) of the regulations for a description of *normal* frequency.
 Refer to subsections 13(1), (2) and 16(1) of the regulations for a description of *reduced* frequency.
 Refer to subsection 15 (1) of the regulations for a description of *increased* frequency.

Monitoring frequency	Increased	Normal	Reduced
Arsenic		<input type="radio"/>	<input type="radio"/>
Copper		<input type="radio"/>	<input type="radio"/>
Cyanide		<input type="radio"/>	<input type="radio"/>
Lead		<input type="radio"/>	<input type="radio"/>
Nickel		<input type="radio"/>	<input type="radio"/>
Zinc		<input type="radio"/>	<input type="radio"/>
Suspended solids		<input type="radio"/>	<input type="radio"/>
Radium-226		<input type="radio"/>	<input type="radio"/>
Un-ionized ammonia		<input type="radio"/>	<input type="radio"/>
Acute lethality - Rainbow trout	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Acute lethality - <i>Daphnia magna</i>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Acute lethality - Threespine stickleback	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

The deleterious substances and pH data table will show all the submitted data for the given FDP and reporting month.

The “Failed acute lethality test” column indicates if the sample is associated with an **Acute Lethality Test (ALT)** report. **Samples associated with an ALT are not added on this page**; they are added in the ALT portion (Chapter [5.4 Acute Lethality Test - Report Deleterious Substances](#)).

Clicking the **Add** button will open a new page where the substance details are submitted (Chapter [5.1.1.1 Deleterious Substances Details](#)). Existing entries can be modified or deleted by clicking on the button in the **Action** column for the associated FDP (Figure 5-4).

The monthly mean concentration and monthly mass loading for each substance will be automatically calculated by the system and shown in the respective tables at the bottom of the page. When editing a deleterious substance report, a **note** is required to save the page or add an entry.

Figure 5-4: Deleterious Substances Report (2)

Deleterious substances and pH data

Collection date	Collection method	Failed acute lethality test	Action
2021/06/01	Composite	No	- Add

Monthly mean concentrations

Arsenic (mg/L)	Copper (mg/L)	Cyanide (mg/L)	Lead (mg/L)	Nickel (mg/L)	Zinc (mg/L)	Suspended solids (mg/L)	Radium-226 (Bq/L)	Un-ionized ammonia (mg/L expressed as nitrogen (N))	Minimum pH	Maximum pH
-	-	-	-	-	-	-	-	-	-	-

Monthly mass loading

Arsenic (kg)	Copper (kg)	Cyanide (kg)	Lead (kg)	Nickel (kg)	Zinc (kg)	Suspended solids (kg)	Radium-226 (MBq)	Un-ionized ammonia (kg)
-	-	-	-	-	-	-	-	-

Note

Add note

Close
←
Save

Note: The note box in Figure 5-4 is used to provide additional information on submitted data such as monitoring frequency, days of effluent deposit, or effluent volume deposited. Additionally, this text box is required to highlight modifications and changes made to these fields in amended reports.

5.1.1.1 Deleterious Substances Details

In the “Deleterious substances details” page (Figure 5-5), the collection date and method are required. The “<” box is checked to indicate that the analytical result is less than the method detection limit provided by the laboratory. If checked, one-half of the value put in the “Value” column will be used in the calculation of the monthly mean concentration.

Clicking Save will add the entry to the deleterious substance table (Figure 5-4); entries can be modified or deleted after being added. A **note** is required to save if there are any modifications.

Figure 5-5: Deleterious Substances Details

SWIM > Reporting dashboard > Quarterly effluent monitoring report > Deleterious substances > Deleterious substances report
 > Deleterious substances details

Deleterious substances details – 2021 – Q2 – Version 1

Facility name: Guide Facility / Installation Guide
 Final discharge point: FDP / PRF
 Reporting month: 2021 - 06
 * Collection date (required):
 * Collection method (required):

Deleterious substances	<	Value	Units
Arsenic	<input type="checkbox"/>	<input type="text" value="mg/L"/>	mg/L
Copper	<input type="checkbox"/>	<input type="text" value="mg/L"/>	mg/L
Cyanide	<input type="checkbox"/>	<input type="text" value="mg/L"/>	mg/L
Lead	<input type="checkbox"/>	<input type="text" value="mg/L"/>	mg/L
Nickel	<input type="checkbox"/>	<input type="text" value="mg/L"/>	mg/L
Zinc	<input type="checkbox"/>	<input type="text" value="mg/L"/>	mg/L
Suspended solids	<input type="checkbox"/>	<input type="text" value="mg/L"/>	mg/L
Radium-226	<input type="checkbox"/>	<input type="text" value="Bq/L"/>	Bq/L
Un-ionized ammonia	<input type="checkbox"/>	<input type="text" value="mg/L expressed as nitrog"/>	mg/L expressed as nitrogen (N)
pH		<input type="text"/>	

Note:

Note: The note box in Figure 5-5 is used to provide additional information on submitted data such as the collection date, collection method, or deleterious substance values. Additionally, this text box is required to highlight modifications and changes made to these fields in amended reports.

Note: Beginning June 1, 2021, the grab sample layout allows for the input of un-ionized ammonia.

5.2 Acute Lethality Test (ALT) Reports

ALT results, associated effluent characterizations, and deleterious substance reports are submitted in the “acute lethality test” section.

To report an ALT, from the ALT table (Figure 5-6), click on [New report](#). This will open a window (Figure 5-7) where you must select the FDP, the species tested, and the collection date and time of the sample. Clicking [Create](#) will add an entry to the ALT table.

Note: The button found in the action column of Figure 5-6 can be used to delete ALT reports.

Figure 5-6: Acute Lethality Test Table

Final discharge point	Collection date/time	Test type	Mortality	Action
FDP / PRF	2021/06/01 00:00	<i>Daphnia magna</i>	—	⌵
FDP / PRF	2021/06/01 00:00	Rainbow trout	—	⌵
FDP / PRF	2021/06/01 00:00	Threespine stickleback	—	⌵

Close

+ New report

To **edit or delete** an ALT, **report effluent characterization**, or **report deleterious substances** for an entry, click on the button in the [Action](#) column and select the appropriate action.

Editing an ALT entry will open the report, where the data for the individual report can be added. Each page is described in subchapters below. Navigate between the ALT sections by using the navigation pane on the left of the screen (Figure 5-8).

If an associated effluent characterization and deleterious substance record is created for an ALT that is then deleted, please note that those individual records will also be deleted.

Note: When editing be sure to save the information on every page. Not all fields are required to save information in this section. Refer to the MDMER and relevant reference methods for reporting requirements.

Note: If the “Rainbow Trout and *Daphnia magna*” option is chosen as “Fish species tested”, two separate records will be created; however, deleting one will result in the automatic deletion of the other.

Figure 5-7: “Create acute lethality test” page

SWIM > Reporting dashboard > Quarterly effluent monitoring report > Acute lethality test > Create acute lethality test

Create acute lethality test

Facility name: Guide Facility / Installation Guide

Reporting period: 2021-Q2

* Final discharge point (required): Select an option

Time zone: Eastern Time

* Collection date (required): yyyy/mm/dd

* Collection time (required): Hour Minute

* Fish species tested (required): Select an option

Close Create

Figure 5-8: ALT Sections

Acute lethality test data - rainbow trout

- Effluent information
- Test facility information
- Conditions in effluent sample
- Common conditions
- Conditions during test
- Fork length and wet weight information
- Median lethal concentration results
- Reference toxicant test results

5.2.1 Effluent information

Indicating the changes made is required when modifying the acute lethality report. Any **notes** with respect to other sections of the ALT report that do not have their own note field should also be submitted in this section (Figure 5-9 et Figure 5-10).

5.2.1.1 Threespine Stickleback

The “Effluent information” section for Threespine Stickleback (Figure 5-9), will show the general information associated with the sample.

Select the “Collection method” and enter the name of the collector, and if there was filtration of the effluent, it must be reported in addition to filtration notes.

Anything unusual about the test, any problems encountered, and any remedial measures taken must be reported in the “Anything unusual about test” and “Note” sections.

Figure 5-9: Effluent Information – Threespine Stickleback

Effluent information

Parent company

Parent company	Physical address
Guide Organization / Organisation Guide	123 Street/Rue, City/Ville, Ontario, A1A 1A1, Canada

Facility name Guide Facility / Installation Guide

Facility city City/Ville

Facility province Ontario

Final discharge point FDP / PRF

Final discharge point description Lake / Lac.

Effluent type Mine water effluent

Time zone Eastern Time

Collection date 2021-06-01

Collection time 00:00

Collection method

*** Collector name (required)**

Temperature upon receipt °C

Was there filtration? Yes No

Filtration notes

Anything unusual about test

Note

5.2.1.2 Rainbow Trout and *Daphnia magna*

The “Effluent information” section for Rainbow Trout and *Daphnia magna* (Figure 5-10), will show the general information associated with the sample.

Select the “Collection method” and enter the name of the collector. A note indicating the changes is required to edit an acute lethality test. Any **notes** with respect to other sections of the ALT report that do not have their own note field should also be submitted on this page (Figure 5-9; Figure 5-10).

Figure 5-10: Effluent Information – Rainbow Trout and *Daphnia magna*

Effluent information

Parent company

Parent company	Physical address
Guide Organization / Organisation Guide	123 Street/Rue, City/Ville, Ontario, A1A 1A1, Canada

Facility name	Guide Facility / Installation Guide
Facility city	City/Ville
Facility province	Ontario
Final discharge point	FDP / PRF
Final discharge point description	Lake / Lac.
Effluent type	Mine water effluent
Time zone	Eastern Time
Collection date	2021-06-01
Collection time	00:00
Collection method	<input type="text" value="Grab"/>
* Collector name (required)	<input type="text" value="Collector name"/>
Note	<input type="text" value="Add note"/>

5.2.2 Test Facility information

5.2.2.1 Threespine Stickleback

Information about the test and the test facility is entered in the “Test facility information” section for Threespine Stickleback (Figure 5-11).

The “Test method” will default to the method selected when creating the report. In the case where there were deviations from “must” requirements, a description of the deviations is required.

Enter the test lab name, city and province, and input the date and time that the test was started, the name of the person(s) performing and verifying the test, in addition to the date and time that the sample was received. If there was no labelling or coding, make note of it within the textbox.

Figure 5-11: Test Facility Information – Threespine Stickleback

Test facility information	
Fish species tested	Threespine stickleback
* Test method (required)	Select an option
Species used in test	Gasterosteus Aculeatus
Reference method	Threespine Stickleback EPS 1/RM/10
* Were there deviations from one or more "must" requirements in sections 2 to 7 in the method? (required)	<input type="radio"/> Yes <input type="radio"/> No
* Description of deviation (conditionally required)	
* Test lab name (required)	
* Test lab city (required)	
* Test lab province (required)	Select an option
* Test start date (required)	<input type="text" value="yyyy/mm/dd"/>
* Test start time (required)	Hour <input type="text"/> Minute <input type="text"/>
* Person(s) performing the test (required)	
* Person(s) verifying the test (required)	
Information on labelling or coding for each sample	
* Date sample received at test facility (required)	<input type="text" value="yyyy/mm/dd"/>
* Time sample received at test facility (required)	Hour <input type="text"/> Minute <input type="text"/>
<input type="button" value="Close"/>	<input type="button" value="Save"/>

5.2.2.2 Rainbow Trout

Information about the test and the test facility is entered in the “Test facility information” section for Rainbow Trout (Figure 5-12).

The “Test method” will default to the method selected when creating the report. In the case where there were deviations from “must” requirements, a description of the deviations is required.

Enter the test lab name, city and province, input the date and time that the test was started, and enter the name of the person(s) performing and verifying the test.

Figure 5-12: Test Facility Information – Rainbow Trout

Test facility information

Fish species tested	Rainbow trout
* Test method (required)	Select an option
Species used in test	Oncorhynchus Mykiss
Reference method	Rainbow Trout EPS 1/RM/13
* Were there deviations from one or more "must" requirements in sections 2 to 7 in the method? (required)	<input type="radio"/> Yes <input type="radio"/> No
* Description of deviation (conditionally required)	
* Test lab name (required)	
* Test lab city (required)	
* Test lab province (required)	Select an option
* Test start date (required)	<input type="calendar"/> yyyy/mm/dd
* Test start time (required)	Hour <input type="time"/> Minute <input type="time"/>
* Person(s) performing the test (required)	
* Person(s) verifying the test (required)	

5.2.2.3 *Daphnia magna*

Information about the test and the test facility is entered in the “Test facility information” section for *Daphnia magna* (Figure 5-13).

The “Test method” will default to the method selected when creating the report. In the case where there were deviations from “must” requirements, a description of the deviations is required.

Enter the test lab name, city and province, input the date and time that the test was started, and enter the name of the person(s) performing and verifying the test.

Figure 5-13: Test Facility Information – *Daphnia magna*

Test facility information

Fish species tested	<i>Daphnia magna</i>
* Test method (required)	Select an option ▼
Species used in test	<i>Daphnia magna</i>
Reference method	<i>Daphnia magna</i> EPS 1/RM/14
* Were there deviations from one or more "must" requirements in sections 2 to 7 in the method? (required)	<input type="radio"/> Yes <input type="radio"/> No
* Description of deviation (conditionally required)	<input type="text"/>
* Test lab name (required)	<input type="text"/>
* Test lab city (required)	<input type="text"/>
* Test lab province (required)	Select an option ▼
* Test start date (required)	<input type="text" value="yyyy/mm/dd"/>
* Test start time (required)	Hour ▼ Minute ▼
* Person(s) performing the test (required)	<input type="text"/>
* Person(s) verifying the test (required)	<input type="text"/>

5.2.3 Conditions in Effluent Sample

5.2.3.1 Threespine Stickleback

Information about the conditions in the effluent sample prior to the test is entered in the “Conditions in effluent sample” section for Threespine Stickleback (Figure 5-14).

In the case of adjustments to salinity or pH, an indication of the procedure must be reported. The available methods to measure the salinity of effluent are “Conductivity” and “Refractometry”.

The “Stock tank mortality” is the cumulative mortality of the fish for the seven-day period preceding the test. The available flags for the “Stock tank mortality” are “blank” and “>”.

Note: “Aeration rate before” and “Aeration time before” refer to aeration in addition to standard pre-aeration (30 minutes at 6.5 ± 1 mL/min*L), as required per Section 4.3 of [Reference Method EPS 1/RM/10](#). Please leave “Aeration rate before” and “Aeration time before” blank if no additional pre-aeration was conducted. A zero value (0) is considered a field entry.

Figure 5-14: Conditions in Effluent Sample – Threespine Stickleback

Conditions in effluent sample

Temperature	<input type="text" value="°C"/>	°C
Dissolved oxygen	<input type="text" value="%"/>	%
Salinity	<input type="text" value="g/kg"/>	g/kg
Method used to measure salinity of effluent, control, and test solutions	Select an option <input type="button" value="v"/>	
Was there a salinity adjustment to sample or solution?	<input type="radio"/> Yes <input type="radio"/> No	
Salinity adjustment procedure	<input type="text"/>	
pH	<input type="text"/>	
pH adjustment to sample or solution?	<input type="radio"/> Yes <input type="radio"/> No	
pH adjustment procedure	<input type="text"/>	
Aeration rate before	<input type="text" value="mL/(min*L)"/> ± <input type="text" value="mL/(min*L)"/>	mL/(min*L)
Aeration time before	<input type="text" value="minutes"/>	minutes
Stock tank mortality	Select at <input type="button" value="v"/>	<input type="text" value="%"/> %

Enter percentage mortality of fish in stock tank(s) from which test fish are taken, as recorded daily (or, as a minimum, for five of the seven days spanning a weekly period) for the seven day period immediately preceding the test

5.2.3.2 Rainbow Trout

Information about the conditions in the effluent sample prior to the test is entered in the “Conditions in effluent sample” section for Rainbow Trout (Figure 5-15).

If there was adjustment to the pH, the adjustment procedure must be reported.

The “Stock tank mortality” is the cumulative mortality of the fish for the seven-day period preceding the test. The available flags for the “Stock tank mortality” are “blank” and “>”.

Note: “Aeration rate before” and “Aeration time before” refer to aeration in addition to standard pre-aeration (30 minutes at 6.5 ± 1 mL/min*L), as required per Section 4.3 of [Reference Method EPS 1/RM/13](#). Please leave “Aeration rate before” and “Aeration time before” blank if no additional pre-aeration was conducted. A zero value (0) is considered a field entry.

Figure 5-15: Conditions in Effluent Sample – Rainbow Trout

Conditions in effluent sample

Temperature °C

Dissolved oxygen %

Electrical conductivity µS/cm

pH

pH adjustment to sample or solution? Yes No

pH adjustment procedure

Aeration rate before ± mL/(min*L)

Aeration time before minutes

Stock tank mortality %

Enter percentage mortality of fish in stock tank(s) from which test fish are taken, as recorded daily (or, as a minimum, for five of the seven days spanning a weekly period) for the seven day period immediately preceding the test

5.2.3.3 *Daphnia magna*

Information about the conditions in the effluent sample prior to the test is entered in the “Conditions in effluent sample” section for *Daphnia magna* (Figure 5-16).

If there was an adjustment to pH, an indication of the procedure must be reported.

The “Hardness before adjustment” must be reported. In the case of adjustment to the hardness, the “Hardness after adjustment” must also be reported.

The available flags for the “Percent mortality” are “blank” and “>”.

Note: Please leave “Aeration rate before” and “Aeration time before” blank if no pre-aeration occurred. A zero value (0) is considered a field entry. For additional information, please see [Reference Method EPS 1/RM/14](#).

Figure 5-16: Conditions in Effluent Sample – *Daphnia magna*

Conditions in effluent sample

Temperature	<input type="text" value="°C"/>	°C
Dissolved oxygen	<input type="text" value="%"/>	%
Electrical conductivity	<input type="text" value="µS/cm"/>	µS/cm
pH	<input type="text"/>	
pH adjustment to sample or solution?	<input type="radio"/> Yes <input type="radio"/> No	
pH adjustment procedure	<input type="text"/>	
Hardness adjustment to sample or solution?	<input type="radio"/> Yes <input type="radio"/> No	
Hardness before adjustment	<input type="text" value="mg/L as CaCO3"/>	mg/L as CaCO ₃
Hardness after adjustment	<input type="text" value="mg/L as CaCO3"/>	mg/L as CaCO ₃
Aeration rate before	<input type="text" value="mL/(min*L)"/> ± <input type="text" value="mL/(min*L)"/>	mL/(min*L)
Aeration time before	<input type="text" value="minutes"/>	minutes
Days to first brood	<input type="text" value="days"/>	days
Average neonates/brood	<input type="text"/>	
Percent mortality %	<input type="text" value="Select an option"/>	<input type="text" value="%"/>

Enter percent mortality during the seven-day period prior to a test

CloseSave

5.2.4 Common Conditions

5.2.4.1 Threespine Stickleback and Rainbow Trout

Common conditions for all samples are entered in the “Common conditions” section for Threespine Stickleback and Rainbow Trout (Figure 5-17).

The values reported within “Fish per vessel” will be used to automatically calculate the percent of mortality and percent of fish showing atypical/stressed behavior.

Figure 5-17: Common Conditions – Threespine Stickleback and Rainbow Trout

Common conditions

Aeration rate throughout test ± mL/(min*L)

Volume tested per vessel L

Were any replication solutions used for control(s) and effluent concentrations? Yes No

Fish per vessel

Loading density g/L

5.2.4.2 *Daphnia magna*

Common conditions for all samples are entered in the “Common conditions” section for *Daphnia magna* (Figure 5-18).

The values reported within “Neonates per vessel” will be used to automatically calculate the percent of mortality and percent of organisms showing atypical/stressed behavior.

Figure 5-18: Common Conditions – *Daphnia magna*

Common conditions

Volume tested per vessel mL

Were any replication solutions used for control(s) and effluent concentrations? Yes No

Neonates per vessel

Volume per neonate mL

5.2.5 Conditions During Test

5.2.5.1 Threespine Stickleback and Rainbow Trout

By clicking Add new condition (Figure 5-19), a window will open where the test data may be entered for Threespine stickleback (Figure 5-20) and Rainbow Trout (Figure 5-21).

Figure 5-19: Conditions During Test – Threespine Stickleback And Rainbow Trout

Conditions during test

Concentration (%v/v)	Total number of dead fish	Number of stressed fish	Action
100	4	3	⋮

Add new condition

Mortality and immobility information

Concentration (%v/v)	Mean number of fish in 96 th hour		Mean rate of fish in 96 th hour (%)	
	Dead	Stressed	Dead	Stressed
100%	4	3	40%	30%

Result (Pass/Fail) **Pass**

Close

Figure 5-20: Conditions During Test Data - Threespine Stickleback

Conditions during test

	Temperature (°C)		Dissolved oxygen (mg/L)		pH		Salinity (g/kg)	Total number of dead fish				Number of stressed fish
	Time of test observation											
	* Concentration (%v/v) (required)	0 th hour	96 th hour	0 th hour	96 th hour	0 th hour	96 th hour	0 th hour	24 th hour	48 th hour	72 nd hour	96 th hour
%v/v	°C	°C	mg/L	mg/L			g/kg					

Close
Save

Figure 5-21: Conditions During Test Data - Rainbow Trout

Conditions during test									
* Concentration (%v/v) (required)	Temperature (°C)		Dissolved oxygen (mg/L)		pH		Electrical conductivity (µS/cm)	Total number of dead fish	Number of stressed fish
	Time of test observation								
	0 th hour	96 th hour	0 th hour	96 th hour	0 th hour	96 th hour	0 th hour	96 th hour	96 th hour
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
%v/v	°C	°C	mg/L	mg/L			µS/cm		
<input type="button" value="Close"/>									<input type="button" value="Save"/>

5.2.5.2 *Daphnia magna*

Conditions and observations for each sample during the test are entered in the “Conditions during test” section for *Daphnia magna*.

By clicking Add new condition (Figure 5-22), a window will open where the test data may be entered (Figure 5-23).

Figure 5-22: Conditions During Test – *Daphnia magna*

Conditions during test

Concentration (%v/v)	Number of dead daphnids	Number of immobile daphnids	Action
100	4	2	⋮

Add new condition

Mortality and immobility information

Concentration (%v/v)	Mean number of daphnids in 48 th hour		Mean rate of daphnids in 48 th hour (%)	
	Dead	Immobile	Dead	Immobile
100%	4	2	40%	20%

Result (Pass/Fail) **Pass**

Close

Figure 5-23: Conditions During Tests Data - *Daphnia magna*

Conditions during test

	Temperature (°C)		Dissolved oxygen (mg/L)		pH		Electrical conductivity (µS/cm)	Hardness (mg/L as CaCO ₃)	Number of dead daphnids	Number of immobile daphnids
	Time of test observation									
	* Concentration (%v/v) (required)	0 th hour	48 th hour	0 th hour	48 th hour	0 th hour	48 th hour	0 th hour	0 th hour	48 th hour
%w/v	°C	°C	mg/L	mg/L			µS/cm	mg/L as CaCl ₂		

Close
Save

5.2.6 Fork Length and wet weight information

Enter the mean **fork length** and **mean wet weight** of the control fish at the end of the test, in addition to the upper and lower for length ranges for Threespine Stickleback and Rainbow Trout in the “Fork length and wet weight information” section (Figure 5-24).

Figure 5-24: Fork Length and Wet Weight Information – Threespine Stickleback and Rainbow Trout

Fork length and wet weight information

Mean fork length	<input type="text" value="mm"/>	mm
Lower range fork length	<input type="text" value="mm"/>	mm
Upper range fork length	<input type="text" value="mm"/>	mm
Mean wet weight	<input type="text" value="g"/>	g

5.2.7 Median Lethal concentration results

5.2.7.1 Threespine Stickleback and Rainbow Trout

Enter the **median lethal concentration** results which includes the LC₅₀ and the statistical method used to determine these values in addition to the confidence limits, in the “Median lethal concentration results” section (Figure 5-25).

The available flags for the LC₅₀ are “>”, “<” and “Non-lethal”.

Options for the “Statistical method” include: “Binomial”, “Log-Probit”, “Moving Average” and “Spearman-Kärber.”

Figure 5-25: Median Lethal Concentration Results – Threespine Stickleback and Rainbow Trout

Median lethal concentration results

LC ₅₀	Select an option ▼	%v/v	%v/v
LC ₅₀ lower 95% confidence limit	%v/v		%v/v
LC ₅₀ upper 95% confidence limit	%v/v		%v/v
Statistical method	Select an option ▼		

Close Save

5.2.7.2 *Daphnia magna*

Enter the **median lethal concentration results** which includes the LC₅₀ and EC₅₀, in addition to the statistical method used to determine these values and their confidence limits, in the “Median lethal concentration results” section for *Daphnia magna* (Figure 5-26).

The available flags are: “>”, “<”, and “Non-lethal” for LC₅₀ and “>”, “<”, and “No immobility” for EC₅₀.

Options for the “Statistical method” include: “Binomial”, “Log-Probit”, “Moving Average” and “Spearman-Kärber.”

Figure 5-26: Median Lethal Concentration Results – *Daphnia magna*

Median lethal concentration results

LC ₅₀	Select an option ▼	%v/v	%v/v
LC ₅₀ lower 95% confidence limit	%v/v	%v/v	
LC ₅₀ upper 95% confidence limit	%v/v	%v/v	
EC ₅₀	Select an option ▼	%v/v	%v/v
EC ₅₀ lower 95% confidence limit	%v/v	%v/v	
EC ₅₀ upper 95% confidence limit	%v/v	%v/v	
Statistical method	Select an option ▼		

Close Save

5.2.8 Reference Toxicant Test Results

The reference toxicant test results used to determine the sensitivity of the batch of organisms tested must be reported in the “Reference toxicant test results” section (Figure 5-27).

Figure 5-27: Reference Toxicant Test Results - Threespine Stickleback and Rainbow Trout

Reference toxicant test results

Reference toxicant	<input type="text"/>	
Date reference toxicant test initiated	<input type="text" value="yyyy/mm/dd"/>	
Recent 96-hour reference toxicant test LC ₅₀	<input type="text" value="mg/L"/>	mg/L
LC ₅₀ lower 95% confidence limit	<input type="text" value="mg/L"/>	mg/L
LC ₅₀ upper 95% confidence limit	<input type="text" value="mg/L"/>	mg/L
Historic geometric mean LC ₅₀	<input type="text" value="mg/L"/>	mg/L
Lower warning limit (-2 values of S.D.)	<input type="text" value="mg/L"/>	mg/L
Upper warning limit (+2 values of S.D.)	<input type="text" value="mg/L"/>	mg/L

Figure 5-28: Reference Toxicant Test Results – *Daphnia magna*

Reference toxicant test results

Reference toxicant	<input type="text"/>	
Date reference toxicant test initiated	<input type="text" value="yyyy/mm/dd"/>	
Recent 48-hour reference toxicant test LC ₅₀	<input type="text" value="mg/L"/>	mg/L
LC ₅₀ lower 95% confidence limit	<input type="text" value="mg/L"/>	mg/L
LC ₅₀ upper 95% confidence limit	<input type="text" value="mg/L"/>	mg/L
Historic geometric mean LC ₅₀	<input type="text" value="mg/L"/>	mg/L
Lower warning limit (-2 values of S.D.)	<input type="text" value="mg/L"/>	mg/L
Upper warning limit (+2 values of S.D.)	<input type="text" value="mg/L"/>	mg/L

5.3 Acute Lethality Test – Report Effluent Characterization for Acutely Lethal Effluent

To report **effluent characterization associated with an ALT**, click on the Action button for the given ALT and select Effluent characterization resulting from failed acute lethality test (Figure 5-29). A window showing a table with effluent characterizations associated to the given ALT report will open (Figure 5-30).

Figure 5-29: Acute Lethality Test Table - Report Effluent Characterization

Final discharge point	Collection date/time	Test type	Mortality	Action
FDP / PRF	2021/06/01 00:00	<i>Daphnia magna</i>	—	Edit acute lethality test Effluent characterization resulting from failed acute lethality test Deleterious substances resulting from failed acute lethality test Delete
FDP / PRF	2021/06/01 00:00	Rainbow trout	—	
FDP / PRF	2021/06/01 00:00	Threespine stickleback	—	

Clicking on New report will open the effluent characterization report where the results are submitted (Figure 5-31). On this page (Figure 5-31), the “FDP” and “collection method” must be selected. The “collection date” will default to the date of the sampling for the associated ALT but can be changed.

Figure 5-30: Report Effluent Characterization Table

Home Reporting dashboard Facilities Downloads ▾ Notifications ECCC Website

[SWIM](#) > [Reporting dashboard](#) > [Quarterly effluent monitoring report](#) > [Acute lethality test](#) > Effluent characterization for acutely lethal effluent

Effluent characterization for acutely lethal effluent

Warning: This section should **only** include effluent characterization measurements taken subsequent to an **acutely lethal effluent**.

Facility name	Guide Facility / Installation Guide	
Reporting period	2021-Q2	
Version	1	
Final discharge point	Collection date	Action
FDP / PRF	2021/06/01	⋮ ▾

Close + New report

Note: The date chosen for an Effluent Characterization submission impacts the availability of certain fields. Beginning June 1, 2021, ammonia and un-ionized ammonia requirements change and the system adjusts accordingly.

Figure 5-31: Effluent Characterization for Failed ALT

Home
Reporting dashboard
Facilities
Downloads ▾
Notifications
ECCC Website

[SWIM](#) > [Reporting dashboard](#) > [Quarterly effluent monitoring report](#) > [Acute lethality test](#)
 > [Effluent characterization for acutely lethal effluent](#) > Effluent characterization report for acutely lethal effluent

Effluent characterization report for acutely lethal effluent – 2021 – Version 1

⚠ Warning
 Ammonia is not required on or after June 1st, 2021. Modifying the collection date will enable/disable the row for ammonia.

Facility name Guide Facility / Installation Guide

* Final discharge point (required) Select an option ▾

* Collection date (required) 📅 2021/06/01 ▾

* Collection method (required) Select an option ▾

Mercury concentration is less than 0.10 µg/L in 12 consecutive samples collected under MDMER Schedule 5 subsection 4(4).

Required variables	<	Value	Method detection limit	Units
Alkalinity	<input type="checkbox"/>	mg/L as CaCO ₃	mg/L as CaCO ₃	mg/L as CaCO ₃
Electrical conductivity	<input type="checkbox"/>	µS/cm	µS/cm	µS/cm
Hardness	<input type="checkbox"/>	mg/L as CaCO ₃	mg/L as CaCO ₃	mg/L as CaCO ₃
Temperature		°C		°C

Required variables	<	Concentration	Method detection limit	Units
Aluminum	<input type="checkbox"/>	mg/L	mg/L	mg/L
Cadmium	<input type="checkbox"/>	mg/L	mg/L	mg/L
Chloride	<input type="checkbox"/>	mg/L	mg/L	mg/L
Chromium	<input type="checkbox"/>	mg/L	mg/L	mg/L
Cobalt	<input type="checkbox"/>	mg/L	mg/L	mg/L
Iron	<input type="checkbox"/>	mg/L	mg/L	mg/L
Manganese	<input type="checkbox"/>	mg/L	mg/L	mg/L

Mercury ¹	<input type="checkbox"/>	<input type="text" value="mg/L"/>	<input type="text" value="mg/L"/>	mg/L
Molybdenum	<input type="checkbox"/>	<input type="text" value="mg/L"/>	<input type="text" value="mg/L"/>	mg/L
Nitrate	<input type="checkbox"/>	<input type="text" value="mg/L expressed as nitrog"/>	<input type="text" value="mg/L expressed as nitrog"/>	mg/L expressed as nitrogen (N)
Phosphorus	<input type="checkbox"/>	<input type="text" value="mg/L as P"/>	<input type="text" value="mg/L as P"/>	mg/L as P
Selenium	<input type="checkbox"/>	<input type="text" value="mg/L"/>	<input type="text" value="mg/L"/>	mg/L
Sulphate	<input type="checkbox"/>	<input type="text" value="mg/L"/>	<input type="text" value="mg/L"/>	mg/L
Thallium	<input type="checkbox"/>	<input type="text" value="mg/L"/>	<input type="text" value="mg/L"/>	mg/L
Uranium	<input type="checkbox"/>	<input type="text" value="mg/L"/>	<input type="text" value="mg/L"/>	mg/L
Optional variables	<	Concentration	Method detection limit	Units
Calcium	<input type="checkbox"/>	<input type="text" value="mg/L"/>	<input type="text" value="mg/L"/>	mg/L
Dissolved organic carbon	<input type="checkbox"/>	<input type="text" value="mg/L"/>	<input type="text" value="mg/L"/>	mg/L
Fluoride	<input type="checkbox"/>	<input type="text" value="mg/L"/>	<input type="text" value="mg/L"/>	mg/L
Magnesium	<input type="checkbox"/>	<input type="text" value="mg/L"/>	<input type="text" value="mg/L"/>	mg/L
Potassium	<input type="checkbox"/>	<input type="text" value="mg/L"/>	<input type="text" value="mg/L"/>	mg/L
Sodium	<input type="checkbox"/>	<input type="text" value="mg/L"/>	<input type="text" value="mg/L"/>	mg/L
Total organic carbon	<input type="checkbox"/>	<input type="text" value="mg/L"/>	<input type="text" value="mg/L"/>	mg/L
Total thiosalts	<input type="checkbox"/>	<input type="text" value="mg/L"/>	<input type="text" value="mg/L"/>	mg/L

Please refer to the Methodologies & QA/QC measures and data (e.g., lab certificates) section in MERS to report description of the methodologies used to conduct effluent characterization, and to report QA/QC measures that were implemented and the data related to those measures, or provide description in the textbox provided.

Note

Add note

¹Note: If the facility fulfills the condition of subsection 4(4) of Schedule 5 of the MDMER, this field may be blank.

←
→

Note: The "Note" field in Figure 5-31 is used to provide additional information on submitted data such as collection method, collection date, or aquatic environment. Additionally, adding a note in this text box is required to highlight modifications and changes made to these fields in amended reports.

5.4 Acute Lethality Test – Report Deleterious Substances

Click on the button in the Action column for the associated ALT entry and select Deleterious substances resulting from failed acute lethality test (Figure 5-32).

Figure 5-32: Acute Lethality Test Table - Report Deleterious Substances

The screenshot shows a web application interface for reporting deleterious substances. The main heading is "Acute lethality test". On the left, a sidebar menu includes "Quarterly effluent monitoring report", "Summary", "Deleterious substances", and "Acute lethality test" (which is highlighted). The main content area displays a table with the following data:

Final discharge point	Collection date/time	Test type	Mortality	Action
FDP / PRF	2021/06/01 00:00	<i>Daphnia magna</i>	—	[Action menu]
FDP / PRF	2021/06/01 00:00	Rainbow trout	—	[Action menu]
FDP / PRF	2021/06/01 00:00	Threespine stickleback	—	[Action menu]

Below the table is a "Close" button and a "+ New report" button. An action menu is open for the first row, showing options: "Edit acute lethality test", "Effluent characterization resulting from failed acute lethality test", "Deleterious substances resulting from failed acute lethality test", and "Delete".

A window showing a table with **deleterious substances** for each FDP associated to the given ALT report will open (Figure 5-33). When creating new reports, this table will say “No data is available in the table” and is populated manually.

Clicking Add will open the “deleterious substances” page where the data is submitted (Figure 5-34). The data is entered following the same steps as in Chapter [5.1.1.1 Deleterious Substances Report](#), with the FDP automatically selected and locked. The “collection date” is set to the date of the collection of the ALT sample but can be changed. Once the “deleterious substances” page has been filled out, the associated record will populate the table.

When saving the entry, users will be redirected to the “Deleterious substances report” (as in Chapter [5.1.1 Deleterious Substances Report](#)). The value in the “Failed acute lethality test” column in the deleterious substances and pH data table will show “Yes”, indicating that the new deleterious substances details are associated to an ALT regardless of the result of the ALT, and these new values will be calculated toward monthly mean averages in the “Deleterious substances report” (as in Chapter [5.1.1 Deleterious Substances Report](#)).

Figure 5-33: ALT Deleterious Substance Table

Home
Reporting dashboard
Facilities
Downloads ▾
Notifications
ECCC Website

[SWIM](#) > [Reporting dashboard](#) > [Quarterly effluent monitoring report](#) > [Acute lethality test](#)
 > All Deleterious substances from failed acute lethality tests

All Deleterious substances from failed acute lethality tests

Final discharge point	Collection date/time	Collection method	Action
FDP / PRF	2021/06/01 00:00	Composite	

Add a deleterious substance record for a failed acute lethality test

Final discharge point	Collection date/time	Action
FDP / PRF	2021/06/01 00:00	Add

Close

Figure 5-34: Acutely Lethal Deleterious Substances

Deleterious substances details – 2021 – Q2 – Version 1

⚠ Warning: This section should **only** include deleterious substance measurements taken subsequent to an **acutely lethal effluent**

Facility name: Guide Facility / Installation Guide

Final discharge point: FDP / PRF

Reporting month: 2021 - 06

* Collection date (required):

* Collection method (required):

Deleterious substances	<	Value	Units
Arsenic	<input type="checkbox"/>	<input type="text" value="mg/L"/>	mg/L
Copper	<input type="checkbox"/>	<input type="text" value="mg/L"/>	mg/L
Cyanide	<input type="checkbox"/>	<input type="text" value="mg/L"/>	mg/L
Lead	<input type="checkbox"/>	<input type="text" value="mg/L"/>	mg/L
Nickel	<input type="checkbox"/>	<input type="text" value="mg/L"/>	mg/L
Zinc	<input type="checkbox"/>	<input type="text" value="mg/L"/>	mg/L
Suspended solids	<input type="checkbox"/>	<input type="text" value="mg/L"/>	mg/L
Radium-226	<input type="checkbox"/>	<input type="text" value="Bq/L"/>	Bq/L
Un-ionized ammonia	<input type="checkbox"/>	<input type="text" value="mg/L expressed as nitro"/>	mg/L expressed as nitrogen (N)
pH	<input type="text"/>		

Note:

6 Information Related to Effluent and Water Quality Monitoring Studies Report

The report includes subchapters for [6.1 Effluent characterization](#), [6.2 Sublethal Toxicity Test LC₅₀](#), [6.3 Sublethal Toxicity Test IC₂₅/EC₂₅](#), [6.4 Water Quality Monitoring Data for Exposure/Reference Area](#) and [6.5 Methodologies & QA/QC measures and data \(e.g., lab certificates\)](#).

The “Summary” section (Figure 6-1) will show general information about the report, the associated facility and the parent company. A table showing the history of the report, including archived versions, can be viewed or printed by clicking on the button in the Action column.

Figure 6-1: Summary Page

The screenshot displays the 'Summary' page for an Environmental Effects Monitoring (EEM) report. The page is titled 'Information related to effluent and water quality monitoring studies' and is part of the 'Reporting dashboard'. The sidebar menu includes options for 'Summary', 'Effluent characterization', 'Sublethal toxicity test LC₅₀', 'Sublethal toxicity test IC₂₅/EC₂₅', 'Water quality monitoring data for exposure area', 'Water quality monitoring data for reference area', and 'Methodologies & QA/QC measures and data (e.g., lab certificates)'. The main content area is divided into three sections: 'Report details', 'Parent company', and 'History'. The 'Report details' section shows the facility name as 'Guide Facility / Installation Guide', the reporting period as '2021', version '2', status 'In progress', last modified '2021/08/11 17:02 (EDT)', and submission date. The 'Parent company' section shows the name 'Guide Organization / Organisation Guide' and physical address '123 Street/Rue, City/Ville, Ontario, A1A 1A1, Canada'. The 'History' section contains a table with columns for Status, Version, Last modified, Submission date, and Action. The 'Action' column for the 'In progress' version has a button highlighted with an orange box. A 'Close' button is located at the bottom right of the page.

Status	Version	Last modified	Submission date	Action
In progress	2	2021/08/11 17:02 (EDT)		[Action Button]
Archived	1	2021/08/11 16:56 (EDT)	2021/08/11 17:02 (EDT)	[Action Button]

6.1 Effluent Characterization

The “Effluent characterization” section shows a table with the effluent characterization reports in addition to a table with the calculated mercury and selenium annual averages for each FDP (Figure 6-2).

To add an effluent characterization report, click on [New report](#). This will open a new page where the data can be added (Figure 6-3). Saving an effluent characterization report will add an entry to the table where it can be edited or deleted by clicking on the button in the [Action](#) column for the associated entry.

Figure 6-2: Effluent Characterization Table

The screenshot displays the 'Effluent characterization' section of a web application. The navigation bar includes 'Home', 'Reporting dashboard', 'Facilities', 'Downloads', 'Notifications', and 'ECCC Website'. The breadcrumb trail shows the path: 'SWIM > Reporting dashboard > Information related to effluent and water quality monitoring studies > Effluent characterization'. The sidebar on the left lists various monitoring study options, with 'Effluent characterization' highlighted. The main content area features two tables. The first table, 'Effluent characterization', has columns for 'Final discharge point', 'Collection date', and 'Action'. The second table, 'Calculated Annual Average', has columns for 'Final discharge point', 'Mercury concentration (mg/L)', and 'Selenium concentration (mg/L)'. A 'New report' button is located in the bottom right corner of the main content area.

Final discharge point	Collection date	Action
FDP / PRF	2021/01/01	...

Final discharge point	Mercury concentration (mg/L)	Selenium concentration (mg/L)
FDP / PRF	No mercury samples saved	No selenium samples saved

On the effluent characterization report (Figure 6-3), the “FDP”, “collection date” and “collection method” must be selected. The concentrations and method detection limits are reported for each variable. The variables are separated into two groups: required variables and optional variables groups.

If the concentration of mercury has been less than 0.10 µg/L in 12 consecutive samples **and the box was checked**, the mercury fields can be left blank.

The user needs to enter a value in the “Value” field. Using the “<” box indicates that the analytical result is less than the method detection limit. If checked, one-half of the value put in the “method detection limit” column will be used in the calculation.

The methodologies used to conduct effluent characterization and the description of the QA/QC measures that were implemented, including the data related to the implementation of these measures, can be reported in the “Methodologies and QA/QC measures and data” section of

MERS. This allows for the uploading of files or, as text, in the box provided to this effect at the bottom of the effluent characterization report.

Note: The date chosen for an Effluent Characterization submission impacts the availability of certain fields. Beginning June 1, 2021, ammonia and un-ionized ammonia requirements change and the system adjusts accordingly.

Figure 6-3: Effluent Characterization Report

SWIM > Reporting dashboard > Information related to effluent and water quality monitoring studies > Effluent characterization
 > Effluent characterization report

Effluent characterization – 2021 – Version 1

Warning
 Ammonia is not required on or after June 1st, 2021. Modifying the collection date will enable/disable the row for ammonia.

Facility name Guide Facility / Installation Guide

+ Final discharge point (required) Select an option

+ Collection date (required) 📅 yyyy/mm/dd

+ Collection method (required) Select an option

Mercury concentration is less than 0.10 µg/L in 12 consecutive samples collected under MDMER Schedule 5 subsection 4(4).

Required variables		Value	Method detection limit	Units
Alkalinity	<input type="checkbox"/>	mg/L as CaCO ₃	mg/L as CaCO ₃	mg/L as CaCO ₃
Electrical conductivity	<input type="checkbox"/>	µS/cm	µS/cm	µS/cm
Hardness	<input type="checkbox"/>	mg/L as CaCO ₃	mg/L as CaCO ₃	mg/L as CaCO ₃
Temperature		°C		°C

Required variables		Concentration	Method detection limit	Units
Aluminum	<input type="checkbox"/>	mg/L	mg/L	mg/L
Ammonia	<input type="checkbox"/>	mg/L expressed as nitrog	mg/L expressed as nitrog	mg/L expressed as nitrogen (N)
Cadmium	<input type="checkbox"/>	mg/L	mg/L	mg/L
Chloride	<input type="checkbox"/>	mg/L	mg/L	mg/L
Chromium	<input type="checkbox"/>	mg/L	mg/L	mg/L
Cobalt	<input type="checkbox"/>	mg/L	mg/L	mg/L
Iron	<input type="checkbox"/>	mg/L	mg/L	mg/L
Manganese	<input type="checkbox"/>	mg/L	mg/L	mg/L
Mercury ¹	<input type="checkbox"/>	mg/L	mg/L	mg/L
Molybdenum	<input type="checkbox"/>	mg/L	mg/L	mg/L
Nitrate	<input type="checkbox"/>	mg/L expressed as nitrog	mg/L expressed as nitrog	mg/L expressed as nitrogen (N)

Phosphorus	<input type="checkbox"/>	<input type="text" value="mg/L as P"/>	<input type="text" value="mg/L as P"/>	mg/L as P
Selenium	<input type="checkbox"/>	<input type="text" value="mg/L"/>	<input type="text" value="mg/L"/>	mg/L
Sulphate	<input type="checkbox"/>	<input type="text" value="mg/L"/>	<input type="text" value="mg/L"/>	mg/L
Thallium	<input type="checkbox"/>	<input type="text" value="mg/L"/>	<input type="text" value="mg/L"/>	mg/L
Uranium	<input type="checkbox"/>	<input type="text" value="mg/L"/>	<input type="text" value="mg/L"/>	mg/L
Optional variables	<	Concentration	Method detection limit	Units
Calcium	<input type="checkbox"/>	<input type="text" value="mg/L"/>	<input type="text" value="mg/L"/>	mg/L
Dissolved organic carbon	<input type="checkbox"/>	<input type="text" value="mg/L"/>	<input type="text" value="mg/L"/>	mg/L
Fluoride	<input type="checkbox"/>	<input type="text" value="mg/L"/>	<input type="text" value="mg/L"/>	mg/L
Magnesium	<input type="checkbox"/>	<input type="text" value="mg/L"/>	<input type="text" value="mg/L"/>	mg/L
Potassium	<input type="checkbox"/>	<input type="text" value="mg/L"/>	<input type="text" value="mg/L"/>	mg/L
Sodium	<input type="checkbox"/>	<input type="text" value="mg/L"/>	<input type="text" value="mg/L"/>	mg/L
Total organic carbon	<input type="checkbox"/>	<input type="text" value="mg/L"/>	<input type="text" value="mg/L"/>	mg/L
Total thiosalts	<input type="checkbox"/>	<input type="text" value="mg/L"/>	<input type="text" value="mg/L"/>	mg/L

Please refer to the Methodologies & QA/QC measures and data (e.g., lab certificates) section in MERS to report description of the methodologies used to conduct effluent characterization, and to report QA/QC measures that were implemented and the data related to those measures, or provide description in the textbox provided.

Note

Add note

Note: If the facility fulfills the condition of subsection 4(4) of Schedule 5 of the MDMER, this field may be blank.

Note: The text boxes found on each reporting page of the “Information related to effluent and water quality monitoring studies” section of MERS are still available as an alternative to file uploads to submit a description of the methodologies used and QA/QC measures implemented, including the related data, as required under the MDMER Schedule 5, paragraphs 8(f) and (g).

Note: The “Note” box in Figure 6-3 is used to provide additional information on submitted data such as FDP, collection date, or collection time. Additionally, this text box is required to highlight modifications and changes made to these fields in amended reports.

6.2 Sublethal Toxicity Test LC₅₀

The “Sublethal toxicity test LC₅₀” section will show a table with all reported LC₅₀ entries (Figure 6-4). Clicking [New report](#) will open the Sublethal toxicity test LC₅₀ report page where the data can be input (Figure 6-5). Saving a report will add an entry to the table. The user may add additional entries by clicking on the [New report](#) button.

Existing entries can be edited or deleted by clicking on the button in the [Action](#) column for the associated entry.

Figure 6-4: Sublethal Toxicity Test LC₅₀

The screenshot shows a web application interface for reporting sublethal toxicity test LC₅₀ data. The top navigation bar includes links for Home, Reporting dashboard, Facilities, Downloads, Notifications, and ECC Website. The breadcrumb trail indicates the current location: SWIM > Reporting dashboard > Information related to effluent and water quality monitoring studies > Sublethal toxicity test LC₅₀. On the left, a sidebar menu lists various reporting categories, with 'Sublethal toxicity test LC₅₀' selected and highlighted. The main content area is titled 'Sublethal toxicity test LC₅₀' and contains a table with the following data:

Final discharge point	Collection date	Species tested	Action
FDP / PRF	2021/01/01	Atherinops affinis - Survival	[Action button]

Below the table, there is a '+ New report' button. The 'Action' column header and the 'Action' button in the table row are highlighted with orange boxes in the original image.

On the report page, report the required fields by selecting the “FDP”, “collection date”, “collection method”, “aquatic environment” and “species tested”.

The available [LC₅₀ flags](#) are “=” and “>”. If the “=” flag is selected, then the confidence limits are required.

You can also report the rationale for the selected species with respect to deleterious substance loading and the manner in which the effluent mixes with the exposure.

Note: If validity criteria for the test were not met, rendering the sublethal toxicity test results invalid, then the “=” flag must be selected, and zeroes (0) must be added to the required data fields for LC₅₀, IC₂₅ or EC₂₅ and the confidence limits. A comment must also be added to the “Note” section to indicate which validity criteria were not met.

Figure 6-5: Sublethal Toxicity Test LC₅₀ Report

Home
Reporting dashboard
Facilities
Downloads ▾
Notifications
ECCC Website

[SWIM](#) > [Reporting dashboard](#) > [Information related to effluent and water quality monitoring studies](#) > [Sublethal toxicity test LC₅₀](#)
 > Sublethal toxicity test LC₅₀ report

Sublethal toxicity test LC₅₀ – 2021 – Version 1

<p>Facility name</p> <p>* Final discharge point (required)</p> <p>* Collection date (required)</p> <p>* Collection method (required)</p> <p>* Aquatic environment (required)</p> <p>* Species tested (required)</p> <p>Test start date</p> <p>Consultant laboratory name</p> <p>* LC₅₀ flag (required)</p> <p>* LC₅₀ concentration (required)</p> <p>* LC₅₀ lower 95% confidence limit (conditionally required)</p> <p>* LC₅₀ upper 95% confidence limit (conditionally required)</p> <p>For the purpose of SLT, please indicate which data were used for determining the final discharge point that has potentially the most adverse environmental impact on the environment.</p> <p>Please refer to the Methodologies & QA/QC measures and data (e.g., lab certificates) section in MERS to report QA/QC measures that were implemented and the data related to the implementation of those measures, or provide description in textbox provided</p> <p>Note</p>	<p>Guide Facility / Installation Guide</p> <div style="border: 1px solid #ccc; padding: 2px; margin-bottom: 5px;">Select an option ▾</div> <div style="margin-bottom: 5px;"> yyyy/mm/dd ▾ </div> <div style="border: 1px solid #ccc; padding: 2px; margin-bottom: 5px;">Select an option ▾</div> <div style="border: 1px solid #ccc; padding: 2px; margin-bottom: 5px;">Select an option ▾</div> <div style="border: 1px solid #ccc; padding: 2px; margin-bottom: 5px;">Select an option ▾</div> <div style="margin-bottom: 5px;"> yyyy/mm/dd ▾ </div> <div style="border: 1px solid #ccc; height: 20px; margin-bottom: 5px;"></div> <div style="border: 1px solid #ccc; padding: 2px; margin-bottom: 5px;">Select an option ▾</div> <div style="display: flex; justify-content: space-between; margin-bottom: 5px;"> <input style="width: 40px; border: 1px solid #ccc;" type="text"/> % </div> <div style="display: flex; justify-content: space-between; margin-bottom: 5px;"> <input style="width: 40px; border: 1px solid #ccc;" type="text"/> % </div> <div style="display: flex; justify-content: space-between; margin-bottom: 5px;"> <input style="width: 40px; border: 1px solid #ccc;" type="text"/> % </div> <div style="border: 1px solid #ccc; height: 40px; margin-bottom: 5px;"></div> <div style="border: 1px solid #ccc; height: 40px; margin-bottom: 5px;"></div> <div style="border: 1px solid #ccc; padding: 5px; min-height: 30px; margin-bottom: 5px;"></div> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 5px;">Add note</div>
--	--

Close

←

→

Save

Note: The note box in Figure 6-5 is a required field when amending a report that is used to highlight modifications and changes made to the report. This box is also available as an optional field when creating a report that is used to provide additional information on submitted data, if needed.

Note: The text boxes found on each reporting page of the “Information related to effluent and water quality monitoring studies” section of MERS are always available as an alternative to file uploads to submit a description of the methodologies used and QA/QC measures implemented, including the related data, as required under the MDMER Schedule 5, paragraphs 8(f) and (g).

6.3 Sublethal Toxicity Test IC_{25}/EC_{25}

The “Sublethal toxicity test IC_{25}/EC_{25} ” section shows a table with all the submitted IC_{25}/EC_{25} entries (Figure 6-6). Clicking on [New report](#) will open the sublethal toxicity test IC_{25}/EC_{25} report page, where the results can be submitted (Figure 6-7). Saving a report will add an entry to the table. You may add as many entries as required by clicking on the [New report](#) button.

Figure 6-6: Sublethal Toxicity Test, IC₂₅/EC₂₅

Information related to effluent and water quality monitoring studies

Summary

Effluent characterization

Sublethal toxicity test LC₅₀

Sublethal toxicity test IC₂₅/EC₂₅

Water quality monitoring data for exposure area

Water quality monitoring data for reference area

Methodologies & QA/QC measures and data (e.g., lab certificates)

Sublethal toxicity test IC₂₅/EC₂₅

Final discharge point	Collection date	Species tested	Action
FDP / PRF	2021/01/01	Arbacia punctulata - Reproduction	⋮

+ New report

On the report page, enter the required fields by selecting the “FDP”, the “collection date”, “collection method”, “aquatic environment” and “species tested”. The available IC₂₅ or EC₂₅ flags are “=” and “>”. In the case where the “=” flag is selected, then the confidence limits are required.

In the case where statistical stimulation was indicated as “Yes”, then a “percent stimulation” entry must be added. This is accomplished by clicking on the Add row button which opens a window where the percent stimulation and effluent concentration with stimulation are added. Existing stimulation entries can be edited or deleted by clicking on the button in the Action column for the associated entry.

Existing entries can be edited or deleted by clicking on the button in the Action column for the associated entry.

Note: If validity criteria for the test were not met, rendering the sublethal toxicity test results invalid, then the “=” flag would be selected, zeroes (0) would be added to the required data fields for LC₅₀, IC₂₅ or EC₂₅ and the confidence limits. A comment would be added to the “Note” section to indicate which validity criteria were not met.

Figure 6-7: Sublethal Toxicity Test, IC25/EC25

Home
Reporting dashboard
Facilities
Downloads ▾
Notifications
ECCC Website

[SWIM](#) > [Reporting dashboard](#) > [Information related to effluent and water quality monitoring studies](#) > [Sublethal toxicity test IC₂₅/EC₂₅](#)

[Sublethal toxicity test IC₂₅/EC₂₅ report](#)

Sublethal toxicity test IC₂₅/EC₂₅ – 2020 – Version 2

Facility name

*** Final discharge point (required)**

*** Collection date (required)**

*** Collection method (required)**

*** Aquatic environment (required)**

*** Species tested (required)**

Test start date

Consultant laboratory

*** IC₂₅ or EC₂₅ flag (required)**

*** IC₂₅ or EC₂₅ concentration (required)**

*** IC₂₅ or EC₂₅ lower 95% confidence limit (conditionally required)**

*** IC₂₅ or EC₂₅ upper 95% confidence limit (conditionally required)**

*** Was there statistical stimulation of any concentration? (required)**

*** Percent stimulation (conditionally required)**

Guide Facility / Installation Guide

Select an option ▾

📅 yyyy/mm/dd ▾

Select an option ▾

Select an option ▾

Select an option ▾

📅 yyyy/mm/dd ▾

Select an option ▾

% %

% %

% %

Yes No

Add row

Percent stimulation	Effluent concentration with stimulation	Action
No data available		

For the purpose of SLT, please indicate which data were used for determining the final discharge point that has potentially the most adverse environmental impact on the environment.

Please refer to the Methodologies & QA/QC measures and data (e.g., lab certificates) section in MERS to report QA/QC measures that were implemented and the data related to the implementation of those measures, or provide description in textbox provided

Note

Add note

Close
Save

Note: The text boxes found on each reporting page of the “Information related to effluent and water quality monitoring studies” section of MERS are still available as an alternative to file uploads to submit a description of the methodologies used and QA/QC measures implemented, including the related data, as required under the MDMER Schedule 5, paragraphs 8(f) and (g).

Note: The note box in Figure 6-7 is a required field when amending a report that is used to highlight modifications and changes made to the report. This box is also available as an optional field when creating a report that is used to provide additional information on submitted data, if needed.

6.4 Water Quality Monitoring Data for Exposure/Reference Area

The navigation pane options are the same for both the **exposure and reference areas**; the example shown will be for the Exposure area and is identical to the Reference area.

The “water quality data” section will display a table showing all the submitted entries (Figure 6-8). Clicking on New report will open the water quality monitoring data report where the information can be submitted (Figure 6-9). Saving a report will add an entry to the table. The user may add as many entries as required by clicking on the New report button.

Existing entries can be edited or deleted by clicking on the button in the Action column for the associated entry.

Figure 6-8: Water Quality Monitoring Data for Exposure/Reference Area

The screenshot displays a web interface for water quality monitoring data. On the left is a navigation pane titled "Information related to effluent and water quality monitoring studies". The pane contains several menu items: "Summary", "Effluent characterization", "Sublethal toxicity test LC₅₀", "Sublethal toxicity test IC₂₅/EC₂₅", "Water quality monitoring data for exposure area", "Water quality monitoring data for reference area" (highlighted with an orange box), and "Methodologies & QA/QC measures and data (e.g., lab certificates)". The main content area is titled "Water quality monitoring data for reference area". It features a table with the following data:

Reference area name	Collection date	Aquatic environment	Action
Area / Zone	2021/06/01	Fresh water	[Dropdown menu]

Below the table is a "+ New report" button, also highlighted with an orange box.

Select the area, collection date, collection method and aquatic environment. If the concentration of mercury has been less than 0.10 µg/L in 12 consecutive samples and **the box was checked**, the mercury fields can be left blank.

Note: Selecting the Exposure/Reference area in Figure 6-9 will show all the FDPs linked to the exposure area within a table titled “Final discharge point”.

The variables are separated into three required variable groups and one optional variable group. Report the values, concentrations, and method detection limits as applicable.

The user needs to enter a value in the “Value” field. Using the “<” box indicates that the analytical result is less than the method detection limit provided by the laboratory.

At the bottom of the page, describe the QA/QC measures implemented and the related data in addition to the methodologies used to conduct water quality monitoring.

Note: The collection date for water quality monitoring data impacts the availability of certain fields. Beginning June 1, 2021, ammonia and un-ionized ammonia requirements change and the system adjusts accordingly.

Figure 6-9: Water Quality Monitoring for Exposure/Reference Area Report

Sign out

Mine Effluent Reporting System

[Home](#) | [Reporting dashboard](#) | [Facilities](#) | [Downloads](#) | [Notifications](#) | [ECCC Website](#)

[SWIM](#) > [Reporting dashboard](#) > [Information related to effluent and water quality monitoring studies](#)
 > [Water quality monitoring data for reference area](#) > Water quality monitoring data for reference area report

Water quality monitoring data for reference area – 2021 – Version 3

Warning
 Modifying the collection date will enable/disable certain fields for Ammonia and Un-ionized ammonia.

Facility name Guide Facility / Installation Guide

* Reference area name (required) Select an option

* Collection date (required)

* Collection method (required) Select an option

* Aquatic environment (required) Select an option

Mercury concentration is less than 0.10 µg/L in 12 consecutive samples collected under MDMER Schedule 5 subsection 4(4).

Final discharge point

Select an area to view the linked final discharge points

Required variables	<	Value	Method detection limit	Units
Hardness	<input type="checkbox"/>	<input type="text" value="mg/L as CaCO3"/>	<input type="text" value="mg/L as CaCO3"/>	mg/L as CaCO ₃
Alkalinity	<input type="checkbox"/>	<input type="text" value="mg/L"/>	<input type="text" value="mg/L"/>	mg/L
Electrical conductivity	<input type="checkbox"/>	<input type="text" value="µS/cm"/>	<input type="text" value="µS/cm"/>	µS/cm
Salinity		<input type="text" value="Parts per thousand"/>		Parts per thousand
Water temperature		<input type="text" value="°C"/>		°C
Dissolved oxygen		<input type="text" value="mg/L"/>		mg/L

Required variables	<	Concentration	Method detection limit	Units
Aluminium	<input type="checkbox"/>	mg/L	mg/L	mg/L
Ammonia ⓘ	<input type="checkbox"/>	mg/L expressed as nitrog	mg/L expressed as nitrog	mg/L expressed as nitrogen (N)
Un-ionized ammonia ⓘ		mg/L expressed as nitrog		mg/L expressed as nitrogen (N)
Cadmium	<input type="checkbox"/>	mg/L	mg/L	mg/L
Chloride	<input type="checkbox"/>	mg/L	mg/L	mg/L
Chromium	<input type="checkbox"/>	mg/L	mg/L	mg/L
Cobalt	<input type="checkbox"/>	mg/L	mg/L	mg/L
Iron	<input type="checkbox"/>	mg/L	mg/L	mg/L
Manganese	<input type="checkbox"/>	mg/L	mg/L	mg/L
Mercury ¹	<input type="checkbox"/>	mg/L	mg/L	mg/L
Molybdenum	<input type="checkbox"/>	mg/L	mg/L	mg/L
Nitrate	<input type="checkbox"/>	mg/L expressed as nitrog	mg/L expressed as nitrog	mg/L expressed as nitrogen (N)
Phosphorus	<input type="checkbox"/>	mg/L as P	mg/L as P	mg/L as P
Selenium	<input type="checkbox"/>	mg/L	mg/L	mg/L
Sulphate	<input type="checkbox"/>	mg/L	mg/L	mg/L
Thallium	<input type="checkbox"/>	mg/L	mg/L	mg/L
Uranium	<input type="checkbox"/>	mg/L	mg/L	mg/L

Required variables	<	Concentration	Method detection limit	Units
Arsenic	<input type="checkbox"/>	<input type="text" value="mg/L"/>	<input type="text" value="mg/L"/>	mg/L
Copper	<input type="checkbox"/>	<input type="text" value="mg/L"/>	<input type="text" value="mg/L"/>	mg/L
Cyanide	<input type="checkbox"/>	<input type="text" value="mg/L"/>	<input type="text" value="mg/L"/>	mg/L
Lead	<input type="checkbox"/>	<input type="text" value="mg/L"/>	<input type="text" value="mg/L"/>	mg/L
Nickel	<input type="checkbox"/>	<input type="text" value="mg/L"/>	<input type="text" value="mg/L"/>	mg/L
Zinc	<input type="checkbox"/>	<input type="text" value="mg/L"/>	<input type="text" value="mg/L"/>	mg/L
Total suspended solids	<input type="checkbox"/>	<input type="text" value="mg/L"/>	<input type="text" value="mg/L"/>	mg/L
Radium 226	<input type="checkbox"/>	<input type="text" value="Bq/L"/>	<input type="text" value="Bq/L"/>	Bq/L
pH		<input type="text"/>		
Optional variables	<	Concentration	Method detection limit	Units
Calcium	<input type="checkbox"/>	<input type="text" value="mg/L"/>	<input type="text" value="mg/L"/>	mg/L
Dissolved organic carbon	<input type="checkbox"/>	<input type="text" value="mg/L"/>	<input type="text" value="mg/L"/>	mg/L
Fluoride	<input type="checkbox"/>	<input type="text" value="mg/L"/>	<input type="text" value="mg/L"/>	mg/L
Magnesium	<input type="checkbox"/>	<input type="text" value="mg/L"/>	<input type="text" value="mg/L"/>	mg/L
Potassium	<input type="checkbox"/>	<input type="text" value="mg/L"/>	<input type="text" value="mg/L"/>	mg/L
Sodium	<input type="checkbox"/>	<input type="text" value="mg/L"/>	<input type="text" value="mg/L"/>	mg/L
Total organic carbon	<input type="checkbox"/>	<input type="text" value="mg/L"/>	<input type="text" value="mg/L"/>	mg/L
Total thiosalts	<input type="checkbox"/>	<input type="text" value="mg/L"/>	<input type="text" value="mg/L"/>	mg/L
Water depth		<input type="text" value="m"/>		m

Please refer to the Methodologies & QA/QC measures and data (e.g., lab certificates) section in MERS to report QA/QC measures that were implemented and the data related to the implementation of those measures, or provide description in textbox provided.

Please refer to the Methodologies & QA/QC measures and data (e.g., lab certificates) section in MERS to report description of the methodologies used to conduct water quality monitoring, or provide description in the textbox provided.

Note

Note: If the facility fulfills the condition of subsection 4(4) of Schedule 5 of the MDMER, this field may be blank.

Note: The text boxes found on each reporting page of the “Information related to effluent and water quality monitoring studies” section of MERS are still available as an alternative to file uploads to submit a description of the methodologies used and QA/QC measures implemented, including the related data, as required under the MDMER Schedule 5, paragraphs 8(f) and (g).

Note: The note box in Figure 6-9 is a required field when amending a report that is used to highlight modifications and changes made to the report. This box is also available as an optional field when creating a report that is used to provide additional information on submitted data, if needed.

6.5 Methodologies & QA/QC measures and data (e.g., lab certificates)

The “Methodologies & QA/QC measures and data” section is where files related to the requirements of MDMER Schedule 5, paragraphs 8(f) and 8(g) are to be uploaded. Files such as lab certificates for information submitted in previous sections of “Information Related to Effluent and Water Quality Monitoring Studies” which includes “Effluent characterization”, “Sublethal toxicity test LC₅₀ and IC₂₅/EC₂₅” and “Water quality monitoring data for exposure/reference areas”.

By clicking Browse..., selecting a file on their devices and then clicking Upload, users can upload multiple files related to each of these different requirements. Files of any file type and up to 25 megabytes (MB) can be uploaded within a single click of the Upload button. This process of clicking the Upload button can be repeated to upload multiple groups of files. An individual file cannot be larger than 25 MB.

Figure 6-10: Methodologies & QA/QC measures and data (e.g., lab certificates)

Methodologies & QA/QC measures and data (e.g., lab certificates)

Effluent characterization

File name	Version	Date	Action
YYYYMMDD - Example - Exemple.jpg	2	1/20/2021	⋮ -
YYYYMMDD - Example - Exemple.jpg	1	1/20/2021	⋮ -

Upload files **Browse...** **Upload**

Sublethal toxicity test

File name	Version	Date	Action
YYYYMMDD - Example - Exemple.jpg	1	1/20/2021	⋮ -

Upload files **Browse...** **Upload**

Water quality monitoring data

File name	Version	Date	Action
No data available			

Upload files **Browse...** **Upload**

In the Action column, you can delete files uploaded in the current version being edited. Previously uploaded and submitted files cannot be deleted. Through the Action column, all submitted files can also be downloaded for reference.

Figure 6-11: Methodologies & QA/QC measures and data (e.g., lab certificates) Action Options

Effluent characterization

File name	Version	Date	Action
YYYYMMDD - Example - Exemple.jpg	2	1/20/2021	Download
YYYYMMDD - Example - Exemple.jpg	1	1/20/2021	Delete

Upload files

7 Annual Effluent Monitoring Report

Within this report, a summary of the effluent monitoring results for each FDP is submitted.

The **annual report** “Summary” section (Figure 7-1) will show the reporting year for the selected facility, version number, and other information, such as the parent company. At the bottom of the page, a table showing the report history will have entries for the current and archived versions of the report and their statuses. Archived reports can be viewed or printed by clicking on the button in the Action column for the associated report version.

Note: All quarterly reports for the year must be submitted before submitting the annual report.

The annual report pulls information provided from the quarterly reports. Therefore, the quarterly reports should be submitted prior to the submission of the annual report.

If any of the quarterly reports are amended and then re-submitted **prior** to the submission of the annual report, these changes will automatically be reflected in the annual report.

If amendments are made to quarterly reports **after** the submission of the annual report, the annual report must be amended and resubmitted (Chapter [4.1 Amending, Deleting, and Submitting Reports](#)). This resubmission ensures that the annual report contains up-to-date information and matches the changes made to the quarterly reports.

Figure 7-1: Annual Report Summary

The screenshot displays the 'Annual report' summary page. The navigation bar includes 'Home', 'Reporting dashboard', 'Facilities', 'Downloads', 'Notifications', and 'ECCC Website'. The breadcrumb trail is 'SWIM > Reporting dashboard > Annual report'. The left sidebar has 'Annual report' selected, with sub-items 'Summary', 'Identifying information', and 'Test results'. The main content area is titled 'Annual report' and contains three sections: 'Report details', 'Parent company', and 'History'.

Report details	
Facility name	Guide Facility / Installation Guide
Reporting period	2021
Version	1
Status	Completed
Last modified	2021/03/26 13:23 (EDT)
Submission date	

Parent company	
Parent company	Physical address
Guide Organization / Organisation Guide	123 Street/Rue, City/Ville, Ontario, A1A 1A1, Canada

History				
Status	Version	Last modified	Submission date	Action
Completed	1	2021/03/26 13:23 (EDT)		

Close


In the “Identifying information” section (Figure 7-2), information about the facility is shown and you must submit identifying information about the operator.

Figure 7-2: Identifying information

The screenshot shows a web interface for entering identifying information for an annual report. At the top, there is a navigation menu with links for Home, Reporting dashboard, Facilities, Downloads, Notifications, and ECCC Website. Below the menu is a breadcrumb trail: SWIM > Reporting dashboard > Annual report > Identifying information. On the left side, there is a sidebar menu with three items: Annual report, Summary, Identifying information (which is highlighted with an orange border), and Test results. The main content area is titled 'Identifying information' and contains the following fields:

- Reporting period: 2021
- Facility name: Guide Facility / Installation Guide
- Facility physical address: 123 Street/Rue, City/Ville, Ontario, A1A 1A1, Canada
- * Operator name (required): System user / Utilisateur du système
- Operator telephone number: [Empty text box]
- Operator extension: [Empty text box]
- Operator e-mail address: [Empty text box]
- Note: Add note

At the bottom of the form, there are two buttons: 'Close' on the left and 'Save' on the right, which is highlighted with an orange border.

In the “Test results” section (Figure 7-3), tables showing the monthly mean concentrations calculated by the system and ALT results from **submitted** effluent monitoring reports, are shown for the selected FDP. Clicking on the  (expand) icon will open the table in a larger window for viewing the data.

For the annual report to be completed, the page must be saved **for each FDP** in order to confirm the information and add any non-compliance information as required.

Figure 7-3: Test Results

Sign out

Mine Effluent Reporting System

Home
Reporting dashboard
Facilities
Downloads ▾
Notifications
ECCC Website

[SWIM](#) > [Reporting dashboard](#) > [Annual report](#) > Test results

Annual report

Summary

Identifying information

Test results

Test results

Final discharge point FDP / PRF ▾

Final discharge point latitude 42.00000

Final discharge point longitude -100.00000

Monthly mean concentrations, pH and volume of effluent

Month	As (mg/L)	Cu (mg/L)	CN (mg/L)	Pb (mg/L)	Ni (mg/L)	Zn (mg/L)	TSS (mg/L)	Ra-226 (Bq/L)	NH ₃ ¹ (mg/L expressed as nitrogen (N))	Lowest pH	Highest pH	Effluent volume (m ³)
Jan	-	-	-	-	-	-	-	-	-	-	-	-
Feb	-	-	-	-	-	-	-	-	-	-	-	-
Mar	-	-	-	-	-	-	-	-	-	-	-	-
Apr	-	-	-	-	-	-	-	-	-	-	-	-
May	-	-	-	-	-	-	-	-	-	-	-	-
Jun	-	-	-	-	-	-	-	-	-	-	-	-
Jul	-	-	-	-	-	-	-	-	-	-	-	-
Aug	-	-	-	-	-	-	-	-	-	-	-	-
Sep	-	-	-	-	-	-	-	-	-	-	-	-
Oct	-	-	-	-	-	-	-	-	-	-	-	-
Nov	-	-	-	-	-	-	-	-	-	-	-	-
Dec	-	-	-	-	-	-	-	-	-	-	-	-

¹Note: The monthly mean concentration for un-ionized ammonia is calculated for collection dates as of June 1st, 2021.

Results of acute lethality tests

Date sample collected	Results for rainbow trout acute lethality tests (mean percentage mortality in 100% effluent test concentration)	Results for <i>Daphnia magna</i> monitoring / acute lethality tests (mean percentage mortality in 100% effluent test concentration)	Results for threespine stickleback acute lethality tests (mean percentage mortality in 100% effluent test concentration)

If effluent was non-compliant with the authorized limits set out in Schedule 4, or if the pH was less than 6.0 or greater than 9.5, or if effluent was determined to be acutely lethal, indicate the cause(s) of non-compliance and remedial measures that are planned or have been implemented.

Non-compliance information

Close
Save

8 Notification Dashboard

MERS allows users to create and submit **notifications or information to the Minister of the Environment**. This information is accessible through the “Notification Dashboard” in the **Notifications** tab. Please consult Table 8-1 for a list of notifications or information to be submitted through the “Notification Dashboard”.

The “Notification Dashboard” (Figure 8-1) shows the list of created notifications and provides the owner or operator of a mine with the option to create new notifications. Several actions are available by clicking on the button in the Action column for each notification. The available actions depend on the status of the notification and are shown in Table 8-2.

The filtering criteria can be used to find previously created notifications. Checking the Keep Search Results box retains the search results upon returning to the “Notification Dashboard”.

Note: Notifications previously sent to the Minister of the Environment, via the Regional Director of Environmental Protection Operations Directorate (EPOD), are now submitted through MERS.

Table 8-1: MDMER Notifications to be submitted via MERS

Information to be submitted	Recipient of information
Section 8 – Identifying information Sections 9 & 10 – Final Discharge Points Sections 13 & 16 – Reduced frequency notification Section 26 – End of Commercial Operation Notice Section 32 – Recognized Closed Mines Section 33 – RCM Identification information SCHEDULE 5, Section 11, 14 & 19 – Inability to follow the study design SCHEDULE 5, Section 17 – Cessation of discharge	Minister of the Environment, <i>via</i> MERS, https://ec.ss.ec.gc.ca/

Table 8-2: Notification Status and available actions




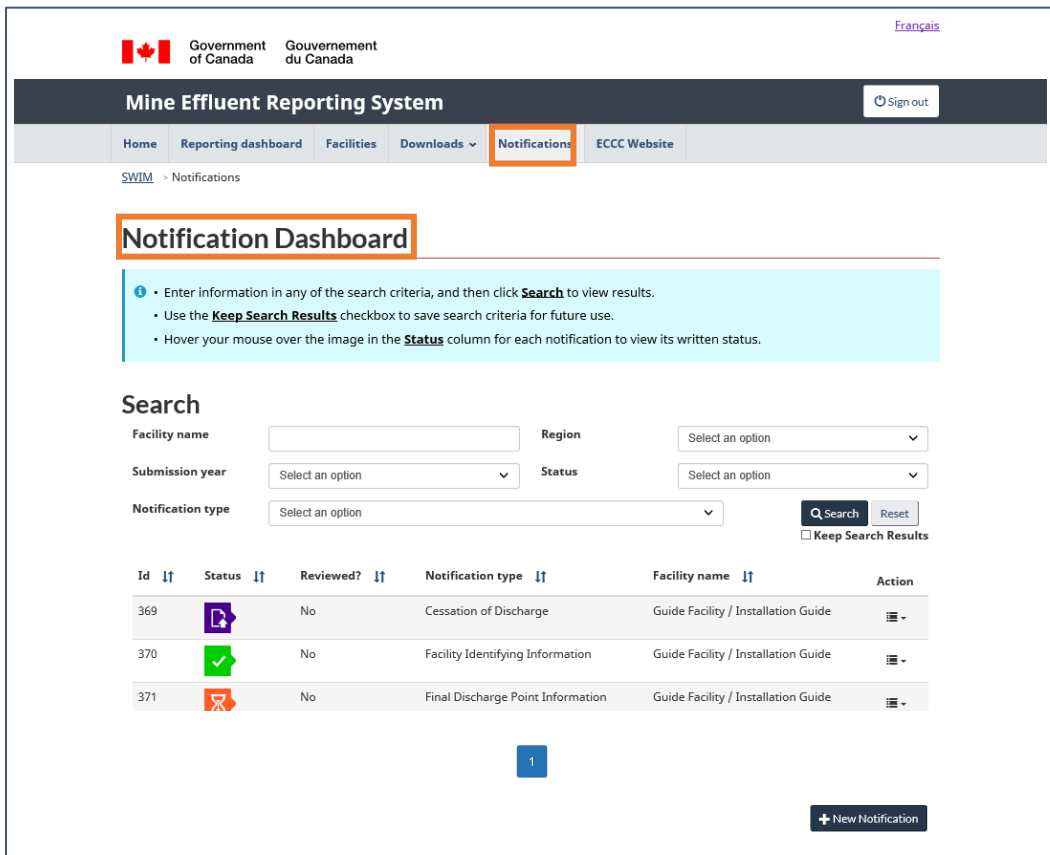
Status	Icon	Available Actions
In-Progress		Edit Delete Print Preview
Completed		Edit Submit Delete Print preview
Submitted		View Print Preview

Figure 8-1: Notification Dashboard



Government of Canada / Gouvernement du Canada

Mine Effluent Reporting System

Home Reporting dashboard Facilities Downloads **Notifications** ECCC Website

SWIM > Notifications

Notification Dashboard

- Enter information in any of the search criteria, and then click **Search** to view results.
- Use the **Keep Search Results** checkbox to save search criteria for future use.
- Hover your mouse over the image in the **Status** column for each notification to view its written status.







Search

Facility name: Region:

Submission year: Status:

Notification type:

Keep Search Results

Id	Status	Reviewed?	Notification type	Facility name	Action
369		No	Cessation of Discharge	Guide Facility / Installation Guide	
370		No	Facility Identifying Information	Guide Facility / Installation Guide	
371		No	Final Discharge Point Information	Guide Facility / Installation Guide	

1

8.1 Creating Notifications

A new notification is created by clicking on New Notification button (Figure 8-2) located at the bottom of the “Notification Dashboard”, then selecting the specific notification required from the list of notification types on screen (Figure 8-3).

Once a specific notification is selected, you must select the associated facility and/or FDP (Figure 8-4; Figure 8-5).

Note: Notifications pertaining to FDPs require an additional selection. New FDPs must be first added to the “Facilities” tab before a notification can be submitted. Please refer to Chapter [3.4 Final discharge point information](#).

Note: Modifications to information within the “Facilities” tab (e.g., operating status dates) must be completed prior to submitting a notification.

Figure 8-2: Creating New Notification

The screenshot shows the MERS Notification Dashboard. At the top, there is a navigation bar with 'Home', 'Reporting dashboard', 'Facilities', 'Downloads', 'Notifications', and 'ECCC Website'. The 'Notifications' tab is selected. Below the navigation bar, there is a 'Notification Dashboard' section with a search area and a table of notifications. The search area includes fields for 'Facility name', 'Region', 'Submission year', 'Status', and 'Notification type'. The table has columns for 'Id', 'Status', 'Reviewed?', 'Notification type', 'Facility name', and 'Action'. A blue box highlights the 'Notification Dashboard' title, and an orange arrow points to the '+ New Notification' button at the bottom right.

Id	Status	Reviewed?	Notification type	Facility name	Action
369		No	Cessation of Discharge	Guide Facility / Installation Guide	
370		No	Facility Identifying Information	Guide Facility / Installation Guide	
371		No	Final Discharge Point Information	Guide Facility / Installation Guide	

Figure 8-3: Notification List

Sign out

Mine Effluent Reporting System

Home
Reporting dashboard
Facilities
Downloads ▾
Notifications
ECCC Website

[SWIM](#) > [Notifications](#) > New Notification

New Notification

Select notification type

Provision(s)	Notification type	Action
Subsection 8(1), 8(2) & 8(3)	Facility Identifying Information	<input type="button" value="Select"/>
Section 9	Final Discharge Point Information	<input type="button" value="Select"/>
Paragraph 10(1)(a)	Information for Final Discharge Point Identified by an Inspector	<input type="button" value="Select"/>
Paragraph 10(1)(b)	Information for New Final Discharge Point	<input type="button" value="Select"/>
Subsection 10(2)	Information for Modification to Final Discharge Point	<input type="button" value="Select"/>
Subsection 13(6)	Reduced Frequency - Deleterious Substances	<input type="button" value="Select"/>
Subsection 16(3)	Reduced Frequency - Acute Lethality Testing	<input type="button" value="Select"/>
Subsection 26(1)	End of Commercial Operation	<input type="button" value="Select"/>
Subsection 26(2)	Return to Commercial Operation	<input type="button" value="Select"/>
Paragraph 32(1)(a)	Intent to Become Recognized Closed Mine	<input type="button" value="Select"/>
Subsection 32(3)	Reopen a Recognized Closed Mine	<input type="button" value="Select"/>
Subsection 32(4)	Location of all records, books of account or other documents required by the MDMER	<input type="button" value="Select"/>
Subsection 33(1) & 33(3)	Recognized Closed Mine Identifying Information	<input type="button" value="Select"/>
Schedule 5, Subsection 11 (2), 14(2) & 19(2)	Inability to follow study design	<input type="button" value="Select"/>
Schedule 5, Subsection 17 (3)	Cessation of Discharge	<input type="button" value="Select"/>
Schedule 5, Subsection 17 (3)	Resume Effluent Discharge	<input type="button" value="Select"/>

Figure 8-4: Notification Facility Selection

Home Reporting dashboard Facilities Downloads ▾ Notifications ECCC Website

SWIM > Notifications > New Notification

New Notification

Select facility

Facility name

Facility list

Facility name ↑↓	Action
Guide Facility / Installation Guide	<input type="button" value="Select"/>

Figure 8-5: Creating New Notifications

Home Reporting dashboard Facilities Downloads ▾ Notifications ECCC Website

SWIM > Notifications > New Notification

New Notification

Notification details

Notification type: Cessation of Discharge

Facility name: Guide Facility / Installation Guide

8.2 Completing & Saving Notifications

Once a notification has been created, the user will need to review and provide the necessary information to satisfy the requirements (Figure 8-6). Once the information has been entered, the notification must be saved by clicking the Save button located at the bottom right of the page.

Selecting Dates: Certain notifications require the user to input a date (Figure 8-6) relating to the details in the notification. The notifications relating to the end of commercial operation, return to commercial operation, cessation of discharge, resuming discharge, intention to become a recognized closed mine, and date subject to MDMER have dates which are linked to the facility operating statuses within the **Facilities** tab (Figure 3-5). These dates will only appear if they have been added to the **Facilities** tab; for more information, please consult Chapter [3.1 Facility Information](#).

Adding Files/Notes: To add files, click Browse and then select the file. Files which have been uploaded and saved will be visible in a table located above the Save button (Figure 8-7). To delete/download files that have been added to the notification, click on the Action icon. A note is required when completing a notification; within the textbox, please provide a short description of uploaded documents and any further information that would be beneficial to reviewers. You cannot format the note (e.g., there are no options for bolding or italicizing, and using the enter key to space a notification is not recognized by the system).

Saving: Clicking Save will return the user to the “Notification Dashboard”, saving the notification data, notes, and uploaded documents.

Figure 8-6: Notification Date Select

The screenshot shows a dialog box titled "Facility operating status record". At the top, there is a dark blue header bar with the title. Below the header, a light blue box contains a message: "Please consult the **Facilities** tab to add a facility operating status date". The main content area contains a table with the following data:

Facility operating status type	Facility operating status start date	Action
Date subject to MDMER	2019/01/01	Select
Cessation of discharge	2020/01/01	Select

At the bottom left of the dialog box, there is a "Cancel" button.

Figure 8-7: Notification Page

SWIM > Notifications > Cessation of Discharge

Cessation of Discharge

Facility information

Facility name Guide Facility / Installation Guide

Region Ontario

* Cessation of discharge (required) 2020/01/01 x

Upload files

* Note (required)

Note	Date	User name
Example - Exemple	2020/07/08 17:03 (EDT)	System user / Utilisateur du système

User name	File name	Date	Action
System user / Utilisateur du système	Example - Exemple.jpg	2020/07/08 17:03 (EDT)	<input type="button" value="⋮"/>

8.3 Editing, Submitting, and Deleting Notifications

To **edit, submit, or delete** a notification, you must return to the “Notification Dashboard” and click on the Action item on the right-hand side of the page (Figure 8-8). A full list of actions for each notification status is available in Table 8-2.

Notifications that are In-Progress or Completed can be **edited** anytime prior to submission.

Selecting Submit for a notification will open the submission confirmation page (Figure 8-9). Please note that only notifications marked completed can be submitted. Once submitted, notifications can be viewed/printed using the same Action button mentioned above, on the right-hand side of the page.

Deleting a notification will remove it from the dashboard entirely. Notifications which have been submitted **will not** have the option to be deleted, as seen in Table 8-2.

After submission, you will receive an email indicating that the notification has been submitted in MERS. Once the notification has been reviewed by ECCC, you will receive an email stating that an update is available.

After review, the new status of the notification will be available in the Status and Reviewed? columns in the “Notification Dashboard” (Figure 8-8). Following review, the notification would remain in “submitted” status if no additional information is required. If, following the review, it is determined that additional information is required, the notification will return to the in-progress status. The facility user would action the comments found in the “Note” portion of the notification as applicable (Figure 8-7), saving any updates to the notification with a descriptive note in the “Note” field. The “Note” portion of the notification will be the location of the history of correspondences and exchanges as necessary (Figure 8-7). The user would then resubmit the notification for ECCC review. Note that this verification process will continue in MERS until no additional information is required.

Figure 8-8: Editing, Submitting, and Deleting Notifications

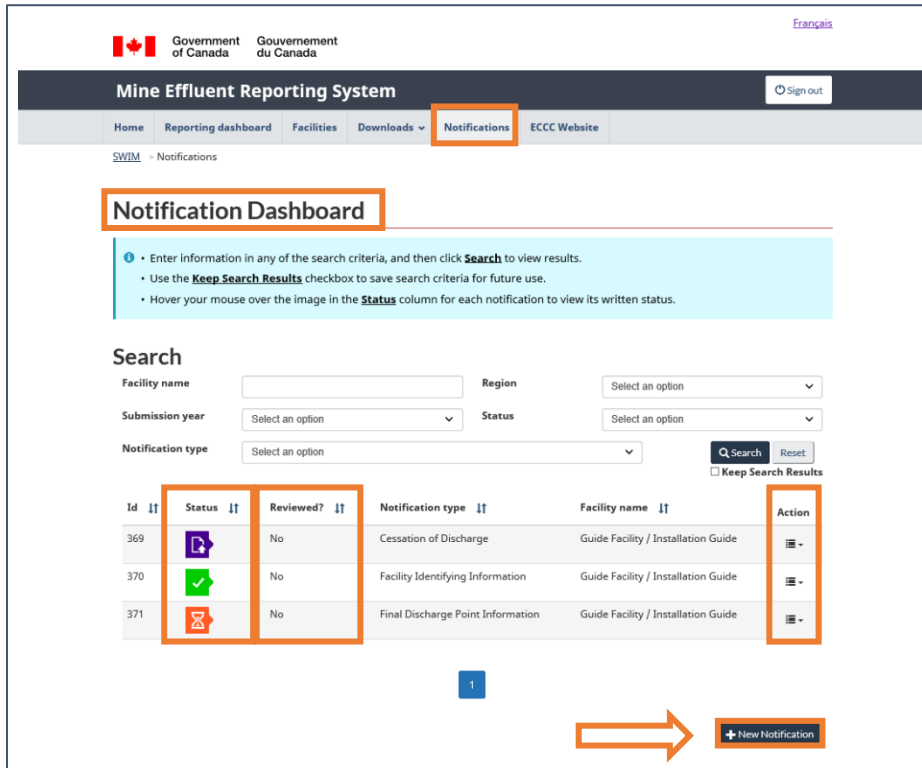
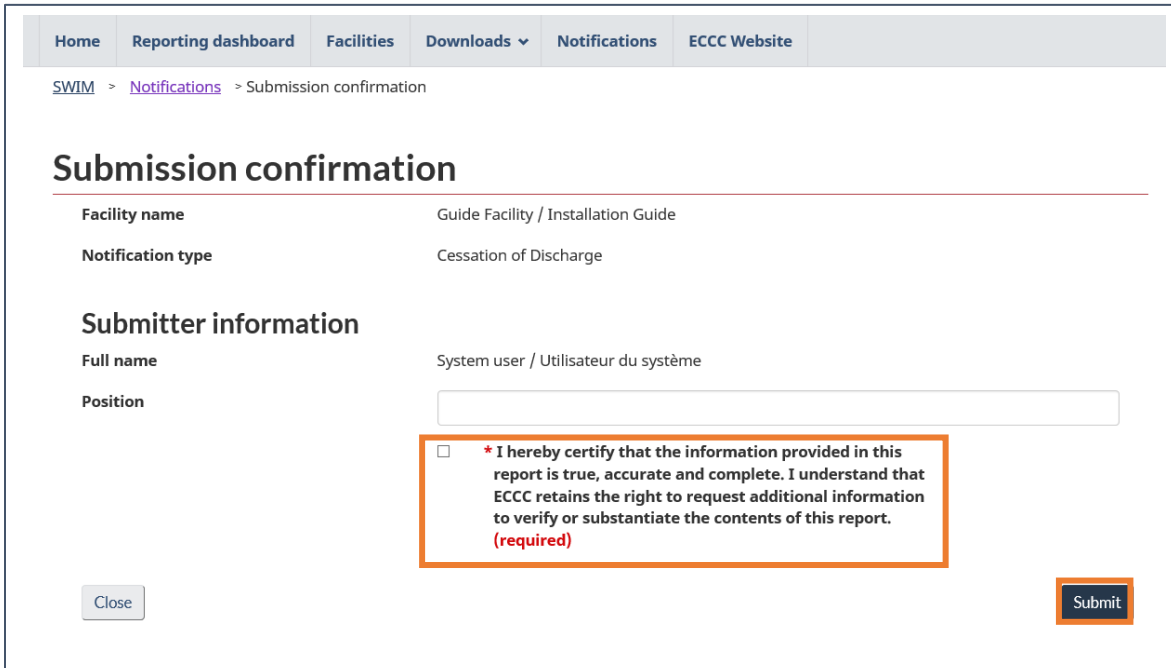


Figure 8-9: Notification Submission Confirmation Page



9 Downloads

The **Downloads** tab is located to the right of the **Facilities** tab. This tab of MERS will allow users to download submitted information, with the option to filter by quarter and year (Figure 9-1).

The **Downloads** tab is composed of four sections; Regulatory information (Figure 9-2), Environmental Effects Monitoring (EEM) data (Figure 9-3), Acute lethality test data (Figure 9-4), and Organization data (Figure 9-5). Table 9-1 below outlines the relevant sections of this guide where the information is extracted for the downloads.

Figure 9-1: MERS Downloads Tab Location

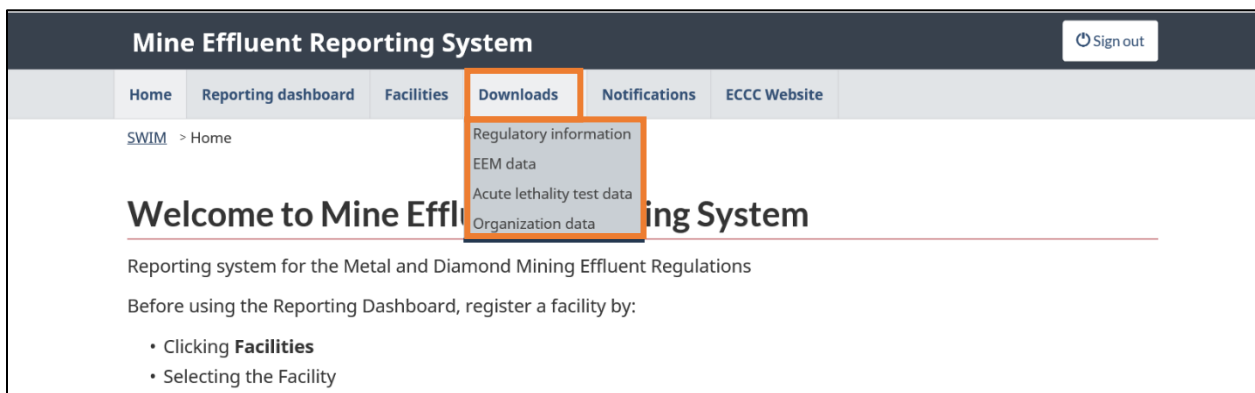


Table 9-1: MERS Download Organization

Regulatory Information	
FDP Monthly Summary	Figure 5-3: Deleterious Substances Report
Deleterious Substances Report	Figure 5-5: Deleterious Substances Details
EEM Data	
Effluent Characterization	Figure 6-3: Effluent Characterization Report
Water Quality Monitoring Reference	Figure 6-9: Water Quality Monitoring for Exposure/Reference Area Report
Water Quality Monitoring Exposure	Figure 6-9: Water Quality Monitoring for Exposure/Reference Area Report
Sub lethal Toxicity Test LC ₅₀	Figure 6-5: Sublethal Toxicity Test LC50 Report
Sub lethal Toxicity Test EC ₂₅ or IC ₂₅	Figure 6-7: Sublethal Toxicity Test, IC25/EC25 Results
Acute Lethality Test Data	
Acute Lethality Test and Effluent Characterization	Figure 5-31: Effluent Characterization for Failed ALT
Rainbow Trout - Effluent, Test Facility, Conditions and Reference Toxicant Test Results	Figure 5-10: Effluent Information – Rainbow Trout and <i>Daphnia magna</i> Figure 5-12: Test Facility Information – Rainbow Trout Figure 5-15: Conditions in Effluent Sample – Rainbow Trout Figure 5-17: Common Conditions – Threespine Stickleback and Rainbow Trout Figure 5-27: Reference Toxicant Test Results
Rainbow Trout - Conditions During Test	Figure 5-21: Conditions During Test Data - Rainbow Trout Figure 5-24: Fork Length and Wet Weight Information – Threespine Stickleback and Rainbow Trout
Rainbow Trout - Mortality and Immobility Information	Figure 5-19: Conditions During Test – Threespine Stickleback And Rainbow Trout
Rainbow Trout - Median Lethal Concentration Results	Figure 5-25: Median Lethal Concentration Results – Threespine Stickleback and Rainbow Trout
<i>Daphnia magna</i> - Effluent, Test Facility, Conditions and Reference Toxicant Test Results	Figure 5-10: Effluent Information – Rainbow Trout and <i>Daphnia magna</i> Figure 5-13: Test Facility Information – <i>Daphnia magna</i> Figure 5-16: Conditions in Effluent Sample – <i>Daphnia magna</i> Figure 5-27: Reference Toxicant Test Results
<i>Daphnia magna</i> - Conditions During Test	Figure 5-23: Conditions During Tests Data - <i>Daphnia magna</i>
<i>Daphnia magna</i> - Mortality and Immobility Information	Figure 5-22: Conditions During Test – <i>Daphnia magna</i>
<i>Daphnia magna</i> - Median Lethal Concentration Results	Figure 5-26: Median Lethal Concentration Results – <i>Daphnia magna</i>
Threespine Stickleback - Effluent, Test Facility, Conditions and Reference Toxicant Test Results	Figure 5-9: Effluent Information – Threespine Stickleback Figure 5-11: Test Facility Information – Threespine Stickleback Figure 5-14: Conditions in Effluent Sample – Threespine Stickleback Figure 5-27: Reference Toxicant Test Results

Threespine Stickleback - Conditions During Test	Figure 5-20: Conditions During Test Data - Threespine Stickleback Figure 5-24: Fork Length and Wet Weight Information – Threespine Stickleback and Rainbow Trout
Threespine Stickleback - Mortality and Immobility Information	Figure 5-19: Conditions During Test – Threespine Stickleback And Rainbow Trout
Threespine Stickleback - Median Lethal Concentration Results	Figure 5-25: Median Lethal Concentration Results – Threespine Stickleback and Rainbow Trout
Organization Data	
Notification List	Figure 8-1: Notification Dashboard

Figure 9-2: Regulatory Information Download

Home Reporting dashboard Facilities Downloads ▾ Notifications ECCC Website

SWIM > Downloads > Regulatory information

Regulatory information

Report List

Report Name	Action
FDP monthly summary	Select
Deleterious substances report	Select

Figure 9-3: EEM Data Download

Home Reporting dashboard Facilities Downloads ▾ Notifications ECCC Website

SWIM > Downloads > EEM data

EEM data

Report List

Report Name	Action
Effluent characterization	Select
Water quality monitoring for reference area	Select
Water quality monitoring for exposure area	Select
Sublethal toxicity test LC ₅₀	Select
Sublethal toxicity test EC ₂₅ or IC ₂₅	Select

Figure 9-4: Bioassay Data Download

Home	Reporting dashboard	Facilities	Downloads ▾	Notifications	ECCC Website
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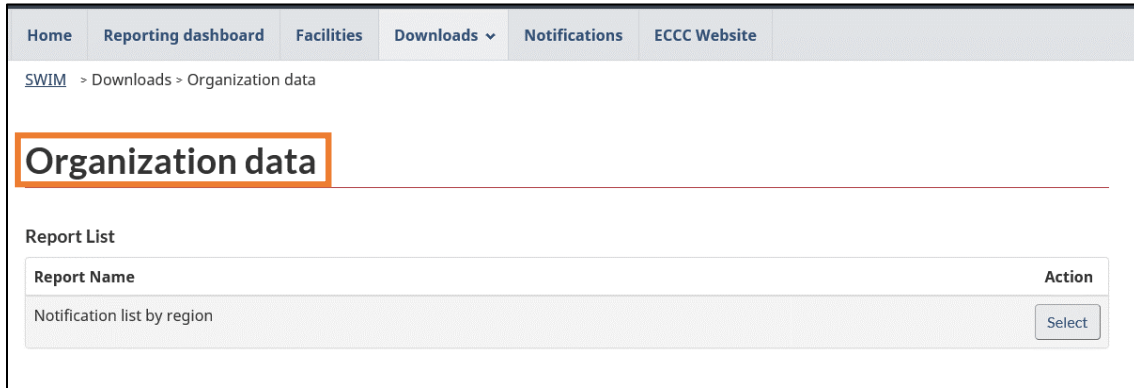
[SWIM](#) > Downloads > Acute lethality test data

Acute lethality test data

Report List

Report Name	Action
Acute lethality test and effluent characterization	Select
Rainbow trout	
Rainbow Trout - Effluent, Test Facility, Conditions and Reference Toxicant Test Results	Select
Rainbow Trout - Conditions During Test	Select
Rainbow Trout - Mortality and Immobility Information	Select
Rainbow Trout - Median Lethal Concentration Results	Select
Daphnia magna	
Daphnia magna - Effluent, Test Facility, Conditions and Reference Toxicant Test Results	Select
Daphnia magna - Conditions During Test	Select
Daphnia magna - Mortality and Immobility Information	Select
Daphnia magna - Median Lethal Concentration Results	Select
Threespine stickleback	
Threespine Stickleback - Effluent, Test Facility, Conditions and Reference Toxicant Test Results	Select
Threespine Stickleback - Conditions During Test	Select
Threespine Stickleback - Mortality and Immobility Information	Select
Threespine Stickleback - Median Lethal Concentration Results	Select

Figure 9-5: Organization Data Download



9.1 Viewing and Filtering Downloads

You can download data in the **Downloads** tab, across facilities that users have been granted access to in MERS. Downloads under the “Regulatory information” and “Acute Lethality Test Data” sections can be filtered by region, quarter and year (Figure 9-6). Downloads which are under “**EEM data**” can be filtered by region and year (Figure 9-7). The View button allows the user to view the data on screen; otherwise, clicking Export to Excel allows the user to download the file in “.xlsx” format.

Figure 9-6: Regulatory Information Download Filtering

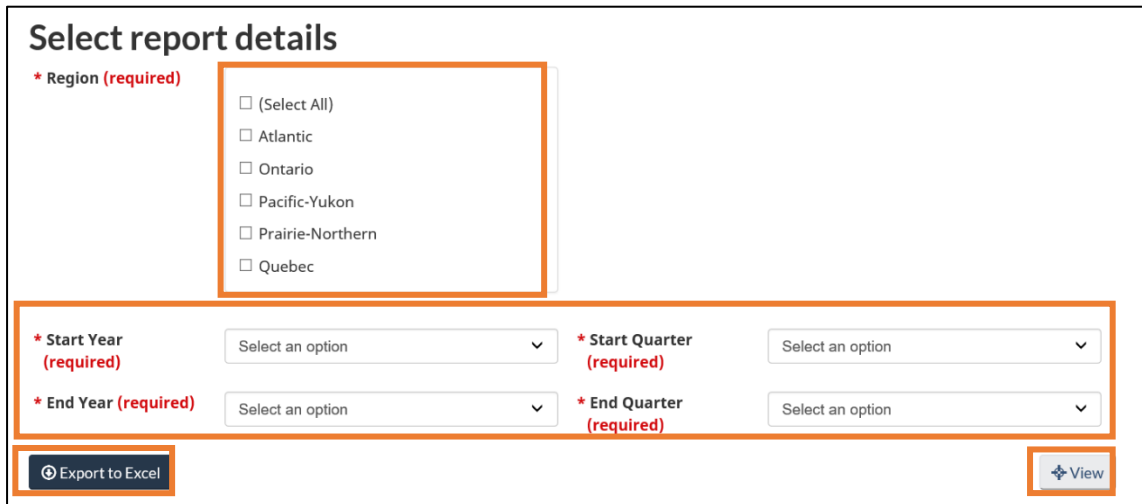


Figure 9-7: EEM Download Filtering

Select report details

* Region (required)

- (Select All)
- Atlantic
- Ontario
- Pacific-Yukon
- Prairie-Northern
- Quebec

* Start Year (required)

* End Year (required)

[Export to Excel](#) [View](#)