

Lab/Cor, Inc.

A Professional Service Corporation in the Northwest

CLIENT SAMPLING GUIDE: SURFACE SAMPLES

For all matrices: label each sample with appropriate information. Complete a Lab/Cor, Inc. Chain of Custody (COC) Form (available on the website: www.labcor.net) detailing client name and contact information, project name and number, sample numbers, sample volumes/areas, sampling location descriptions and turn around time desired.

Tape Lift Samples

Materials
Gloves
Transparent Scotch [®] (Or Other Brand) Tape (No frosted tape - frosted tape obscures visibility of spores and other particulates) or
Zefon Bio-Tape [™] Surface Sampler
New Ziploc [®] (Or Other Brand) Bag

Sampling Procedures

Transparent Scotch[®] (Or Other Brand) Tape:

- 1) Wearing gloves, take a few inches of clear tape. Avoid touching the sticky side, especially the section that will touch the area of sampling.
- 2) Apply the central inch of tape to the suspect area (choose one that is free of large debris). Using a finger, apply light pressure to the non-adhesive side.
- 3) Pull the tape off the surface with slow, steady pressure, holding the outer tape edges only.
- 4) Apply the sticky side of the tape to the inside of the plastic bag, making sure there are **no folds or creases** in the tape.
- 5) Seal and label the bag. Put only one sample in each bag.
- 6) Record sample information on the Chain of Custody form as detailed above.

Zefon Bio-Tape[™] Surface Sampler:

- 1) For the Zefon Bio-Tape[™] Surface Sampler, follow instructions according to Zefon recommendations*.
- 2) Record sample information on a Chain of Custody form as detailed above.

* Request a copy of the Bio-Tape[™] Surface Sampler Instructions from the lab, or contact Zefon International at www.zefon.com. Bio-Tape[™] Surface Sampler is a registered trademark of Zefon International.

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Swab Samples

Materials
Gloves
Sterile BBL (Or Other Brand) Swabs
New Ziploc [®] (Or Other Brand) Bag

Sampling Procedure

- 1) Wearing gloves, remove the swab tube from the packaging material.
- 2) Remove the swab from the sterile tube by pulling up on the tube lid.
- 3) Swab the desired area thoroughly, rolling the swab lightly back and forth over the sampling area.
- 4) Insert the swab back into the tube, and firmly close the cap. Label the tube with sampling location or other identifier.
- 5) Put only one sample in each bag.
- 6) Record sample information on a Chain of Custody form as detailed above.
- 7) Results will be reported per swab unless a swabbed area measurement (in cm² or in²) is given.

For viable analysis, deliver sample to the lab within 24 hours. Otherwise, store and ship swab refrigerated at ~4°C.

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CLIENT SAMPLING GUIDE: BULK SAMPLES

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Bulk Sampling

Materials
Gloves
New Ziploc [®] (Or Other Brand) Bag or any other clean, sterile container

Sampling Procedure

- 1) Wearing gloves, remove a small piece of the suspect material (~1 – 4 in²).
- 2) Place the piece inside a clean sterile container or a new plastic bag. Label the container with sampling location or other identifier.
- 3) Close bag or seal container. Put only one sample in each bag or container.
- 4) Record sample information on a Chain of Custody form as detailed above.

For viable analysis, deliver sample to the lab within 24 hours. Otherwise, store and ship sample refrigerated at ~4°C.

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CLIENT SAMPLING GUIDE: AIR SAMPLES

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Nonviable Air: Air-O-Cell

Materials
Air-O-Cell™ Cassettes
Sampling Pump <i>Capable of operating at a minimum flow rate of 15 liters per minute (lpm)</i>
Rotameter Calibrated to a Primary Standard
Flexible Tubing (Tygon® or Other Brand)

Sampling Procedure

- 1) Prior to sampling, calibrate the pump to 15 lpm using the rotameter.
- 2) Take a blank Air-O-Cell™ cassette and remove the tape seals covering the inlet and outlet. Place them on the side of the cassette.
- 3) Connect the Air-O-Cell™ cassette to the sampling pump using flexible tubing.
- 4) Turn the sampling pump on for an appropriate sample time ranging from 1 to 10 minutes.
- 5) Remove the Air-O-Cell™ cassette from the tubing, and re-seal with the original tape seals. Label the cassette with the sampling location or other identifier.
- 6) Record sample information on a Chain of Custody form as detailed above.
- 7) If the samples are to be shipped, it is recommended that the Air-O-Cell™ be placed in a corrugated box to ensure safe arrival at the laboratory.

* For more detailed sampling information, request a copy of the Air-O-Cell™ Mini-Pump Operating Instructions, the user manual for the Air-O-Cell™ sampling cassette, or contact Zefon International at www.zefon.com. Air-O-Cell™ is a registered trademark of Zefon International.

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Nonviable Air: Cyclex-d

Materials
Cyclex-d Cassettes
Sampling Pump <i>Capable of operating at a minimum flow rate of 20 liters per minute (lpm)</i>
Rotameter Calibrated to a Primary Standard
Flexible Tubing (Tygon [®] or Other Brand)

Sampling Procedure

- 1) Prior to sampling, calibrate the pump to 20 liters per minute using the rotameter.
- 2) Take a blank cyclex-d cassette and remove the blue pin from the bottom of the cassette.
- 3) Connect the cyclex-d cassette to the sampling pump using the flexible tubing.
- 4) Remove the red cap from the top of the cyclex-d cassette.
- 5) Turn on the pump and pull air for 10 minutes or less, depending on the environmental conditions. Refer to the following table:

Environmental Conditions	Sampling Intervals
Clean (Outdoor/Indoor)	10 minutes
High Activity (Indoor)	5-8 minutes
Inner Wall Samples	2-5 minutes

- 6) When sampling is complete, replace the blue pin and red cap to the bottom and top of the cyclex-d, respectively. Label the cassette with the sampling location or other identifier.
- 7) Record sample information on a Chain of Custody form as detailed above.
- 8) If the samples are to be shipped, it is recommended that the cyclex-d cassettes be placed in a corrugated box to ensure safe arrival at the laboratory.

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Viable Air: Andersen Single Stage/N6 Sampler or Equivalent

Materials
Andersen Single Stage/N6 Sampler, or Equivalent
Sampling Media <i>(In plates prepared according to the sampler manufacturer's recommendations)</i>
Sampling Pump <i>Capable of meeting sampler manufacturer's flow specifications (ex: flow rate of 28.3 liters per minute (lpm))</i>
Rotameter Calibrated to a Primary Standard
Flexible Tubing (Tygon [®] or Other Brand)
Cotton Gauze Pad and 70% Isopropanol or Pre-packaged Isopropyl Alcohol Wipes
Refrigerant Packs and Insulated Shipping/Transport Container

Sampling Procedure

- 1) Calibrate each sampling pump at the sampling site using the rotameter and with a representative sample in line.
- 2) Before each sample run, carefully and thoroughly wipe each sampler stage with isopropanol soaked swabs and allow to dry. Make certain the air passages are not blocked with debris.
- 3) Load the sampling media into the sampler. Remove covers from the media, and attach the sampler to the pump with flexible tubing. *NOTE: Take special care to prevent contamination of media during loading and unloading. Do not touch the agar surface.*
- 4) Sample at a known preset flow (28.3 lpm for Andersen Sampler) for an accurately known time (ex: 5 min). Adjust sampling time in accordance with environmental conditions.
- 5) Replace covers on sampling media and unload. Label the plate using a small label or by hand, preferably on the bottom of the plate. Pack samples securely for shipment.
- 6) Record sample information on a Chain of Custody form as detailed above.
- 7) Keep collected samples and blanks cool and ship as quickly as possible to the laboratory for enumeration and identification.

NOTE: Keep samples cool, but protect from freezing.

Please call the laboratory prior to weekend delivery

* For more detailed sampling information, request a copy of the Andersen Single Stage/N6 Sampler Operating Instructions from the lab.