

## INSTRUCTIONS FOR THE COLLECTION OF SAMPLES FOR DRINKING WATER ANALYSIS

To help us serve you better, the following information is requested from you before sending water samples to our laboratory. Please check the appropriate box which applies to **why** you are testing your drinking water:

- o To comply with State and Federal regulations for Public Water Systems. If so, then you will have to complete the enclosed form.
- o For your own information or concern. You only need to fill out your name, address and phone number on the form. We will report results directly to you.

**Introduction**

You have received a sampling kit from Eurofins Built Environment Testing - LabCor which contains precleaned, certified asbestos - free polyethylene containers and frozen gel packs for shipment, ziplock baggies, specific water sampling instructions, and a form to fill out before sample delivery to the laboratory. Each bottle has been precleaned, tested for residual asbestos content and sealed before leaving the laboratory. You should not break the seal until you are ready to begin your collection of water samples to prevent accidental contamination of the bottle with foreign asbestos particulate.

**Types of Samples**

Water samples may be collected from several distribution sources including well heads, water taps, residential faucets, fire hydrants, city mains, ground waters, water treatment effluents, etc. **If there is a potential for hazardous chemicals, radiological or biological agents** in the sample, you must warn us by indicating the suspected potential in the "Remarks" box or by letter which accompanies the samples. In general, if it is a public drinking water, you do not have to make any comments.

**Collection of Samples**

- Remove the ice brick upon sample kit receipt and place in the freezer until ready to ship back to the laboratory.
- Water is allowed to flow through the system until the temperature of the sampling water stabilizes.
- Fill the sample only until it reaches the 800 ml line on the bottle to leave enough airspace for agitation at the laboratory during preparation. Grasp the bottle at the neck for accurate measurement of volume.
- Write the sample ID number on the top of the bottle in Sharpie.
- Cap the bottle, and additionally seal the bottle caps with electrical or other waterproof tape.
- Complete the attached form and place the form back in the plastic bag before returning.

**Transportation of Samples**

Samples should immediately be sent to LabCor with the attached form(s) and any other information that may be pertinent. Gel packs should be placed in between rows of bottles.

> Samples should arrive at the laboratory within 24 hours of collection so that the laboratory can process the water within 48 hours of the time of collection.

**Samples arriving past the 48 hour window** will be prepared using UV/ozone to destroy organics and will incur an additional charge. If sample arrival is expected later than 24 hours, please notify the laboratory so we may expedite sample processing.

Samples with values higher than seven (7) MFL are above the EPA maximum contaminant level (MCL) and must be reported to the State of Oregon DHS Drinking Water Program within 24 hours or one business day from receipt of report.

## OREGON DRINKING WATER PROGRAM CHEMICAL ANALYSIS REPORT

WATER SYSTEM INFORMATION	SAMPLE INFORMATION	
PWS ID: <b>4 1</b>	Report Date:	
PWS Name:	Collection Date/Time:	Collector:
Address:	Sample Location:	
City, State, Zip:	Sample Type: ROUTINE	
Phone:	Source ID: DIST-A	
Contact Person:	<b>Sample/Lab ID:</b>	

Analytical results meet all NELAC requirements unless otherwise noted.

**Eurofins Built Environment – LabCor Seattle**  
**ORELAP ID Number: WA 200003**

Analyte Code	Analyte	MCL (MF/L)	Result (MF/L)	Limit of Quantitation (MF/L)	Test Method
1094	Asbestos	7			EPA 100.2

**Client Information:**

Client Sample/ID Number(if applicable): \_\_\_\_\_

PO Number (if applicable): \_\_\_\_\_

<b>Client Phone:</b>	<b>Client Fax:</b>	<b>Client Email:</b>
<b>Send Report To:</b>		<b>Bill To:</b>

<b>Sample Relinquished By:</b>		<b>Date/Time:</b>	
<b>Sample Received By:</b>		<b>Date/Time:</b>	<b>Temp on Receipt:</b>

**Internal Lab Use Only:**

Ozone/UV Prepped by: \_\_\_\_\_ Ozone/UV Date: \_\_\_\_\_

Filtration Performed by: \_\_\_\_\_ Filtration Date: \_\_\_\_\_

Reviewer 1 \_\_\_\_\_ Reviewer 2 \_\_\_\_\_ Final Results Released: \_\_\_\_\_ Invoice Mailed: \_\_\_\_\_