

DRINKING WATER SAMPLING PROCEDURES

1. **BACTERIA COLLECTION:** Wash hands thoroughly, do not open sample bottle(s) until you are ready to proceed. Sample results are dependent on proper sampling technique. **NOTE: Samples that are improperly collected may give inaccurate test results and trigger additional rounds of testing.**
2. If a new well, sample(s) must be taken from a tap that is representative of the water distribution system, preferably from the sample tap located at or near the water pressure tank. If the pressure tank is not accessible, collect the sample from another water tap that is representative of the drinking water system. (OR) If it is not a new well, take the sample from where the water is used (e.g., kitchen sink).
3. Water tap must be free of aerators, strainers, hose attachments, mixing type faucets, and water treatment equipment or purification devices. Wipe and sterilize the tap with **bleach OR rubbing alcohol** to kill any existing bacteria on the surface.
4. Prior to collecting, run the **COLD** water tap for 2-3 minutes to clear the service line before sampling.
5. Remove the seal around the cap and open the bottle. Do **not** touch the inside of the sample bottle/cap or inside of the faucet. **DO NOT RINSE** the sample container out. There is a preservative included in the bottle in the form of a white pill, residue, or crystals and is needed for the laboratory test.
6. Sterile sample containers must be filled to the 100-mL line which is marked on the bottle. Fill the bottle to the 100mL pre-marked line and below the base of the neck on the sample container. At least one inch of air space is needed to facilitate mixing of the sample by shaking is required. If there is no headspace left in bottle, the sample will be rejected at the laboratory. Replace the cap and tighten.
7. Place the sample on ice or blue ice, protect from sunlight and return to the laboratory within **twenty-four hours (24 hours)**. If also collecting nitrate and arsenic, fill the other 2 containers $\frac{3}{4}$ full. **NOTE: Be cautious with the red labeled bottle. This is for arsenic, and it contains nitric acid (HNO₃), a preservative for arsenic.**

The sample collector is responsible for properly packing and returning the samples to the laboratory for analysis. Chill and protect from sunlight. All samples collected must be received by the laboratory within **twenty-four hours**. Upon delivery, the sample collector will relinquish custody of the samples to the laboratory personnel. Any questions regarding sample collection, please contact Brighton Analytical at 810-229-7575. For interpretation of results, please call the local health department for your area. (Livingston Co. Department of Public Health (517) 552-9858)

The following information is entered on a *Chain of Custody* form in indelible ink (where applicable):

- | | | |
|--|----------|------|
| 1. Name of system/owner | | |
| 2. WSSN/Client ID or Well Permit, if applicable | | |
| 3. Sample Number | Arsenic | \$30 |
| 4. Sample description/site location (sample tap, kitchen sink, etc.) | Bacteria | \$35 |
| 5. Sample type (routine, resample, complaint, etc.) | | |
| 6. Date of collection | | |
| 7. Time of collection | Nitrate | \$30 |
| 8. Disinfectant residual, if applicable | | |
| 9. Name of sampler/organization | | \$95 |
| 10. Transport/relinquished by information | | |

BACTERIA SAMPLES NOT ACCEPTED ON FRIDAYS