

## Sampling Procedures for Routine Drinking Water Analysis

Below are instructions for collecting a sample for routine water testing. Following these instructions will help ensure that your results accurately reflect the condition of your well.

**1 Use a pre-sterilized container provided by UGRA.** You must use an approved pre-sterilized sample container provided by UGRA or another laboratory to collect your Bacteria samples. Bottles can be obtained in-person during normal business hours or shipped to you for the cost of postage. A bottle for Standard Water Quality testing also needs to be obtained if you plan on testing for these parameters. Only bacteria testing can be done from the sterile container.

**2 Sterilize the Faucet using rubbing alcohol or bleach.** Remove any aerators or hoses and sterilize the opening. Use unscented bleach or alcohol to liberally clean the outside and inside rim of the faucet. If soaking the faucet allow the bleach or alcohol to have at least two to three minutes contact time. Let it dry for a minute before flushing. If using a hand held torch (for outside faucets only) , wipe off the faucet with a paper towel and then heat the outside and inside of the faucet for 15-30 seconds.

**3 Flush.** Turn on the water and let it run in a full steady stream for 2-3 minutes. Cut the flow back to a thin stream (about the size of your pinky) to prevent splashing.

**4 Fill the bottle.** Exercise care in handling samples! Samples are extremely easy to contaminate.

- Carefully open the lid on the sterile bottle. Do not touch the inside of the container, lip of container, or lid. Do not remove the powder pill of Sodium ThioSulfate ( $\text{Na}_2\text{S}_2\text{O}_3$ ). Do not “pre-rinse” the bottles.
- Fill the bottle to the **RED** or **BLACK** marked line above the shoulder. Do not fill bottle all the way to the lid. Samples with less than this amount of volume can't be used for regulatory purposes (such as reporting to the state or health department), and the improper volume will be recorded.
- Replace the lid firmly and begin cooling. Refrigeration on ice to 0-4°C (39°F) is preferred. Cooling should be maintained until accepted by UGRA.
- If residual chlorine is to be analyzed (for chlorinated systems only), it should be done now with an additional sample from the running faucet. Do not use the sterile specimen bottle sample.
- If you are also testing for other water quality parameters, fill these containers now. Fill containers all the way up. Place the filled containers on ice.

**5 Fill out the required Chain of Custody form.** This form is obtained along with the test container from UGRA or is located on our website. Complete as much information as you can. Take special care to note the date and time that the sample was collected. The Chain of Custody document will be reviewed by UGRA prior to sample acceptance. Additional information may be requested at that time.

**6 Deliver the sample to the Lab.** Drinking water sample(s) need to be returned, on ice, to UGRA within 24 hours from the time the sample was collected. Bacteria count samples (Fecal plate counts & MPNs) must be returned, on ice, within 6 hours from the collection time.

**7 Review your results.** UGRA supplies a handout that supplies ranges and limits for the Standard Water Quality Package. For other parameters and questions, please contact UGRA at 830-896-5445. We will be happy to help.