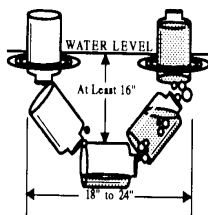


WATER BACTERIOLOGICAL SAMPLE COLLECTION INFORMATION

1. A dechlorinating agent has been added to the bottle. It may appear as a white crystal, a drop of liquid, or a spot of powder two or three millimeters in diameter. It is sodium thiosulfate. **Do not** wash or rinse it out. The purpose of the bottle containing thiosulfate is to destroy the chlorine which may present at the moment the sample is collected. Sodium thiosulfate prevents the killing action of the chlorine present on the bacteria while the sample is being transported to the laboratory. Water samples with a chlorine residual upon arrival at the laboratory will not be examined.
2. Remove the screw cap being careful not to touch or otherwise contaminate the inside part of the cap or the neck of the bottle.
3. Drinking water samples:
 - Sample should be collected from a tap, such as a faucet, petcock, or small valve. Remove any faucet attachments and aeration screens. Disinfect the mouth of the faucet with rubbing alcohol or bleach. Remove all disinfectant residue before sampling.
 - To prevent contamination of your sample, wash your hands before sampling and do not touch the inside of the bottle or lid.
 - Turn on the cold water and let it run to waste for 5 minutes to flush the water out of the pipes. Measure the time using a watch, *do not guess*. Reduce flow of water in tap to a steady stream about the size of a pencil. Fill the bottle to slightly above the 100 ml line on the bottle.
 - Ship or take your sample to the lab the same day. If shipping, collect samples Monday through Thursday. The sample should be collected as close as possible to the shipping vendor pickup time. *Samples must be analyzed within 30 hours of collection*. If the postal service does not provide satisfactory service in your area, you may wish to investigate other means of shipping samples such as UPS, FedEx, etc. *Do not send samples if the expected delivery date is a state holiday or a weekend*.



4. Swimming pool and bathing beach samples should be collected by holding the open bottle upside down and plunging it about 18" beneath the surface, tilting and sweeping the bottle forward until filled. Pour out excess water until the water level in the bottle is slightly above the 100 ml mark on the container. For bathing beach water, collect the sample in the actual bathing area at least 25 feet from shore. *Bathing beach, surface, produce irrigation and produce wash water samples should be transported at <math><10^{\circ}\text{C}</math>, arrive at the lab within 6 hours and be tested within 8 hours of collection.*



5. Screw the cap on the bottle sufficiently tight to prevent leakage.
6. Complete the sample submission form information. *An accurate date/time of collection and sampling location must be provided*. A separate form must be completed for each sample submitted. Copies of the submission form are not accepted.

Questions? Please contact the Environmental Water Laboratory at 317.921.5895 or 317.921.5523.