

PROCEDURE FOR COLLECTION OF POTABLE WATER SAMPLES

BACTERIOLOGICAL SAMPLES

1. Samples must be collected in a bottle provided by the testing laboratory. If the bottle is damaged or has been inadvertently contaminated, do not use it.
2. Run the cold water for 3-4 minutes prior to collecting the sample.
3. Complete the lab information card making sure to supply all pertinent information including chlorine residual if applicable.
4. Adjust the flow of water to slow.
5. Grip the bottle in one hand and removed the cap with the other hand. DO NOT lay the cap down or let it touch anything.
6. Hold the bottle under the faucet and fill it to the neck. DO NOT let it overflow.
7. Replace the cap and ensure that it is on tight.
8. Attach lab information card to the bottle.
9. Samples must be hand delivered to the Chautauqua County Health Department, Hall R. Clothing Building, 7 North Erie Street **MONDAYS, TUESDAYS, WEDNESDAYS FROM 9:00 A.M. TO 4:30 P.M. AND THURSDAYS FROM 9:00 A.M. TO NOON**
OR
10. Keep the sample COOL at all times. **Samples should be delivered immediately, but in no case can they be accepted if more than twenty-four (24) hours old.**

SPECIAL SAMPLING INSTRUCTIONS

1. Avoid leaky taps.
2. Taps, if dirty, should be cleaned then flamed prior to instituting the sampling procedure.
3. **Never** rinse the bottle prior to collecting the sample.
4. Protect stoppers, mouth, and neck of bottle from contamination.
5. Removed aerators and/or strainers from taps prior to sampling.
6. Avoid taps on dead ends of mains.