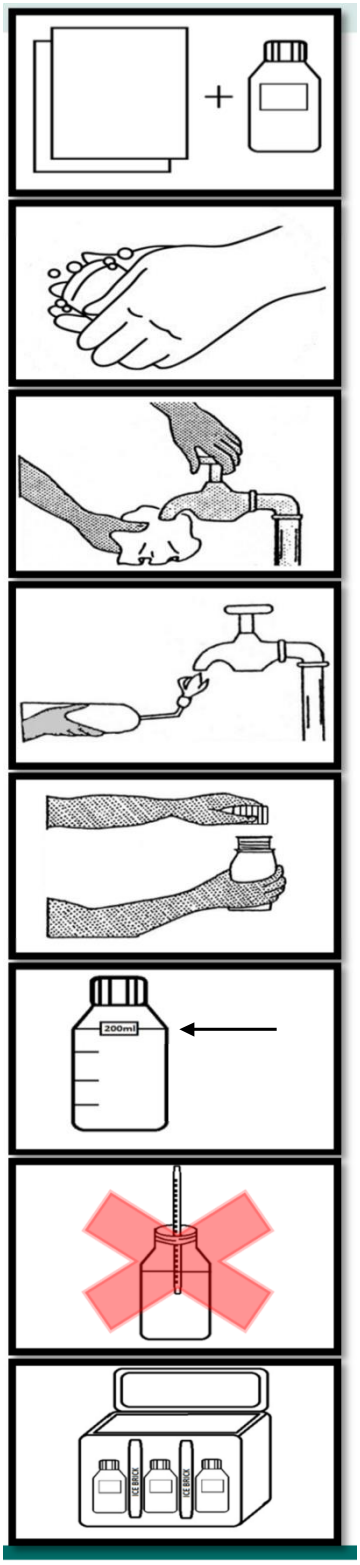
Water Sample Collection Instructions for microbiological testing



- Collect an appropriate water sampling bottle for each site to be sampled and the required submission form from the laboratory
- Prior to collecting the sample, label the sample bottles and complete the sample submission form. For each site record the sample bottle number on the sample submission form and record sample site details.
- Wash and dry hands and ensure that the immediate area is clear of possible contaminants.
- Clean and disinfect the tap with 70% Ethanol that is to be the sampling point. Remove any aerators, strainers or attachments from the tap if present.
- Disinfect by flaming the tap opening with a butane torch is preferred. If this is not possible or the tap is unsuitable for flaming then swab the tap opening with isopropyl alcohol swab.
- Flush the system for 2 minutes with a HIGH rate of water flow.
- Reduce water flow to a steady stream approximately the width of a pencil.
- Carefully remove the lid of the sampling bottle taking care not to contaminate the lid with fingers or non-sterile surfaces.
- Collect the water sample into the bottle and fill to level with the top of the label. The air gap allows for adequate mixing at the laboratory. A minimum of 200ml of samples is required.
- Do not rinse the bottle or over fill.
- Carefully screw the lid on the bottle and tighten firmly.

  not use the water sample to test for onsite observations such as Temperature, pH or Chlorine level.
- Transport the samples to the laboratory without delay with completed paperwork. Ensure your samples are suitably packaged in a cooler and the courier is aware of the delivery requirements. Samples must be received refrigerated (2 to 8° C) and within 24hrs from collection to be analyzed.
- Do not use loose ice to cool samples. Do not freeze samples. An esky with an ice brick is the most suitable vessel for transportation.
- **Samples must be received by the laboratory within 24hrs from time of collection.**
- If you have any questions, please contact the laboratory for current requirements. Phone: 03 9742 0555

- D
  o