Non-Volatile Analytes
Drinking Water Sampling Instructions

1. The sampler will receive a kit from our lab.

2. **WHEN SAMPLING, BRING ICE IN SEALED BAGS TO CHILL SAMPLES DURING SAMPLE COLLECTION.**

3. Put on nitrile gloves. If sampling from a faucet, remove the aerator and screen.

4. Open the tap and let the water of the sample source run at fast flow for approximately 5 minutes.

5. The sample kit will include clean, baked, amber borosilicate glass bottle(s) for all but Diquat. Typical volumes and preservatives required per test are as follows:

TEST NAME	BOTTLE SIZE	PRESERV.	HOLD TIME
Carbamates (EPA531)	2 40-ml VOA	Citrate + Thiosulfate	28 days
Synthetic Organics (EPA525)	2 1-L	HCl in vial	14 days
Herbicides (EPA515.4)	2 40-ml VOA	Sulfite	14 days
Pesticides (EPA505)	2 40-ml VOA	Thiosulfate	7 days
Dioxin (EPA D1613)	2 1-L	Thiosulfate	1 year
Endothall (EPA548.1)	2 40-ml VOA	Thiosulfate	7 days
Glyphosate (EPA547)	1 40-ml VOA	Thiosulfate	14 days
Diquat (EPA549.2)	1 1-L, amber plastic	Thiosulfate	7 days
EDB/DBCP (EPA504.1)	3 40-ml VOA	Thiosulfate	28 days

6. Use indelible ink (i.e. Sharpie pens) to clearly identify the sample bottles with the information listed below.

   -Client Name -Analysis Required -Preservative Used
   -Sample ID -Date and Time of Collection

7. Slow water flow to minimized splashing and fill bottle.

8. Fill sample bottle up to the bottom of the neck. Make sure the mouth of the bottle does not come in contact with anything other than the sample water. **DO NOT RINSE OUT PRESERVATIVES**.

   IF SAMPLE SITE IS CHLORINATED: For the EPA525 bottles, fill bottle to just below the neck mix and allow dechlorinating agent to react (approximately 1 minute), then pour the acid out of the small vial into the large bottle.
   DO NOT ADD ACID INTO THE EMPTY BOTTLE, Always add sample first.

   Diquat (EPA549.2), add vial of H_2SO_4 to the sample. Take care not to overflow the bottle.

9. Cap and invert the bottles at least 5 times to mix the sample with the preservative.

10. Store at ≤6°C but above the freezing point of water until transported to the lab.

SAMPLE SHIPPING AND STORAGE

1. If shipping samples on the same day of sampling, pack samples in a cooler and add enough wet ice to take up 30-50% of the cooler, inside two large plastic bags.

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2. Complete the Chain of Custody during sample collection. Place completed Chain of Custody in a ziplock bag in the cooler on top of the packing material. The following information is required on the completed Chain of Custody.

   -Collector's Name -Sample Site -Comments about the sample (if applicable)

   -Client Name -Date and time of collection -Sample Type -Signature

3. Ship via overnight service. Maintain an environment at ≤6°C but above freezing during transit. It is recommended that samples arrive within 48 hours of sampling, with no more than 40 hours in transit.

4. If samples are received on the same day as collection, temperature may be > 10°C with evidence of cooling. (i.e. samples must be received on ice)

5. Maximum holding time for samples from time of collection is indicated in the above table.

6. Alternatively, cool the samples down by placing them overnight in a cooler with wet ice or a refrigerator and deliver to the laboratory. Maintain the cold samples until received at the laboratory.