

Laboratory Management System

Title: SAMPLE COLLECTION INSTRUCTIONS – Document No: LF.42
GENERAL PUBLIC Version No: 3

Sample Collection Requirements Sample containers are available for collection from WaterOne Laboratory free of charge or by arrangement can be freighted to customers. Samples should be chilled to <8°C and transported to the Laboratory for analysis as soon as possible after sampling has occurred.	WaterOne Label Type
Microbiology	
Sampler should wash their hands prior to collecting bacteriological samples to reduce the possibility of contamination.	Water ©ne
Take care not to contaminate the bottle by touching the inside of the lid or mouth of the bottle. Keep the lid facing downwards to avoid air-borne contamination.	Client:Sample ID;
Fill the 'Micro' bottle to the SHOULDER ONLY . Minimum collection volume 250ml .	Date://_ Time: : am/pm
Seal tightly and place in an insulated cooling container. Chill to $<8^{\circ}\text{C}$ and transport in an upright position.	This bottle contains Sodium Thiosulphate
Sample holding time is <u>24 hours.</u>	
General	
Fill the 'General' bottle with sample and cap. Minimum collection volume 1L.	Water One Laboratory Services
Seal tightly and place in an insulated cooling container. Chill to $<8^{\circ}\text{C}$ and transport in an upright position.	Client:
Sample holding time is 24 hours.	Time:: am/pm
Biochemical Oxygen Demand (BOD)	
Fill the 'BOD' bottle with sample and cap. Minimum collection volume 1L.	Water ne Laboratory Services
This bottle MUST BE FILLED COMPLETELY, leaving no air gap.	Client:Sample ID:
Seal tightly and place in an insulated cooling container. Chill to <8°C and transport in an upright position.	Date://_ Time:: am/pm
Sample holding time is 24 hours.	
<u>Total Nutrients</u>	Water One
Fill the 'Total Nutrients' bottle with sample and cap. Minimum collection volume 100ml .	Client:Sample ID:
Seal tightly and place in an insulated cooling container. Chill to $<8^{\circ}\text{C}$ and transport in an upright position.	Date://_ Time:: am/pm
Sample holding time is 24 hours.	

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