

COLORADO ANALYTICAL LABORATORIOS, INC.

**Sampling Instructions: SOCs
(Methods 515.4, 531.1, 547, 548.1)**

Read instructions carefully. Lab may reject samples if all instructions are not followed.
Confirm scheduling and instructions with lab BEFORE sampling – 303-659-2313

1. **Sample Location:** Use the state-approved location as specified on your Monitoring Schedule. If one has not been designated, select an appropriate location which is representative of the distribution system.
2. **Sampling Materials:**
Containers / preservatives: Each sample container is labeled with the test to be performed and the preservative present, if any.
Other: Labels, marker, safety glasses, phthalate-free gloves.
3. **Safety Concerns:** It is recommended that phthalate-free gloves be worn during the sampling process to avoid skin contact with the preservatives. Should your skin or clothing contact any preservative, flush the area thoroughly with water.
4. **Sample Collection Procedure**
 - a. Remove aerator, screen and all attachments, such as hoses, from the faucet. Turn on cold water tap and run for 4 to 5 minutes or until water temperature has stabilized, whichever is longer. Then reduce the flow so that stream of water is no greater than 1/8 inch in diameter.
 - b. Remove container cap. Do not put cap face down or in pocket. Do not allow inside of cap, inside of bottle or bottle threads to be touched by any object. Do not rinse bottle.
 - c. For Methods 515.4, 547 and 548.1 - Fill the sample container slowly to approximately 1" below the top to reduce the headspace present. For the carbamates (Method 531.1) slowly fill the container to the rim, until a meniscus appears. The preservative has been added to each sample container to remove residual chlorine. Do not pre-rinse the bottle with sample before sample collection. Be careful not to overfill and wash out the preservative. If the preservative is washed out, proceed with filling the container, however, note that the preservative was washed out on the sample label and the chain-of-custody.
 - d. Cap and shake the sample container to dissolve the preservative.
 - e. Repeat steps **c** and **d** for each container provided for each sample location. It is important that all containers be filled and properly labeled.
 - f. Fill out the chain-of-custody form provided. Be sure to include sample point code (sample ID), date and time, the tests being requested, name of person collecting the sample, and your PWSID number.
 - g. Return the samples to Colorado Analytical as soon as possible after sampling. Keep the samples cool (4oC) until delivery. It is recommended that if samples cannot be hand delivered, they be shipped via the quickest method possible. Call 303-659-2313 with any questions.

Ship or hand-deliver to:

Colorado Analytical Laboratories
303-659-2313 phone 303-659-2315 fax

**240 S Main Street
Brighton, CO 80601**

**12860 W Cedar Dr., Unit 100A
Lakewood, CO 80228**