Near North
Lab Inc.

Environmental Services
• Accredited by CALA for specific tests
• Licensed by the Ontario Ministry of Environment, Conservation & Parks
for Specific Drinking Water Analyses

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Sampling Instructions for Microbiological Testing

(including Reg 170/03 and Reg 319/08)

BOTTLE: (per sampling site) 1 x 250 ml plastic pre-sterilized and sealed with a tamper-proof cap

1) **Read instructions thoroughly before proceeding.**

2) Fill out each bottle label and the chain-of custody form completely. The laboratory reserves the right to refuse samples with incomplete forms. Contact laboratory personnel with any questions regarding the forms**.** **For Regulated Facilities**, ***when sampling from a Chlorinated Distribution System please include your results for Residual Chlorine (Free & Total) in space provided on the Chain of Custody.***

3) Choose a sampling location that accurately represents the quality of the water being sampled. For regulatory samples, sample at registered locations. When sampling distribution/plumbing system taps, it is not advisable to sample from an unprotected outside tap*. It is recommended to take the samples from a point of consumption such as the kitchen sink or bathroom sink. Do not sample from a non-consumption point unless absolutely necessary.*

4) Remove any aerators, hose attachments, filters and strainers from taps. Also remove the screen at the end of the tap, if possible.

5) Sterilize the end of the tap with an alcohol swab; disinfecting wipes e.g. Chlorox; or bleach (If you disinfect with a match or flame, ensure that there are no plastic or rubber parts on the end of the tap). Once you have sterilized the end of the tap, do not touch or wipe it with unsterilized cloths (such as a dishcloth).

6) Open the **COLD** water tap and flush the line long enough to ensure fresh water is in the line (generally 5 to 10 minutes).

7) **DO NOT PRE-RINSE THE BOTTLE**. Uncap the bottle. Hold the bottle near the base and fill to the shoulder leaving approximately one inch of headspace. (**Do not touch the inside of the cap or the lip of the bottle** -- *the inside of the cap should not come in contact with anything other than the atmosphere and the sample. Also try to avoid any back splash from sink.* Replace the cap tightly.

8) Keep the sample cold (between 2 and 10 °C -- do not freeze). Ice packs must be used during warmer seasons.

9) Transport samples to the lab in a rigid walled sealed box or cooler. **Transport to the lab within 24 hours (ideally the same day). Samples expire 48 hours after sample collection time.**

Reference: 4464e MOE Practices for the Collection and Handling of Drinking-Water Samples Version 2 April 1, 2009

Payment is required at time of submission.* ***Please note: for samples submitted on a Friday/ Holiday there will be an additional surcharge.* *If you have questions or comments please do not hesitate to call*