

General Potability Sampling Instructions

- All samples should be taken from a cold-water tap.
- Fill all containers provided.
- All samples must be KEPT COLD; please refrigerate and keep on ice during transport.
- Deliver samples to Northeast Laboratories as soon as possible after collection, and no later than 24 hours after collection.

Sampling Instructions for Bacteria (Coliform & *E. Coli* and/or Heterotrophic Plate Count)

1. One 4-oz. sterile plastic bottle is required for each bacteria test. (i.e. two required for both Coliform and HPC.)
 - The white powder in the bottle is thiosulfate, a preservative that must remain in the bottle.
DO NOT RINSE THIS BOTTLE BEFORE FILLING.
2. Remove any attachments from the faucet (Aerators, hoses, etc.)
3. Run the water for approximately 2-4 minutes
 - This ensures the water being collected for the test has been drawn after passing through the system to the collection tap.
4. Turn off water to sterilize the end of the faucet
 - Wash with diluted bleach solution, an alcohol-based solution, or by flaming with a match or lighter.
5. Run the water again for approximately 1 minute to clear the washing residue from the tap.
6. Reduce the flow and fill the bottle to the 100 mL line

DO NOT OVERFILL & DO NOT TOUCH THE INSIDE OF THE CAP OR THE THREADS AT TOP OF BOTTLE.

Sampling Instructions for Physicals and Chemistry

1. One 16-oz non-sterile plastic bottle is required for testing physicals
 - an additional 16-oz bottle is required for extended chemistry panels.
2. Bottle(s) should be filled after any bacteria sample has been collected.
3. Fill to just below the neck of the bottle(s) – do not overfill, headspace is allowed.

Sampling Instructions for Free Chlorine

1. A 15 mL vial is required for testing if not testing physicals
2. This vial must also be filled to just below cap.

Samples are accepted Monday – Thursday 8:30 am to 3:00 pm.

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