



HOW TO COLLECT A SAMPLE FOR BACTERIOLOGICAL ANALYSIS FROM A POTABLE WATER SUPPLY:

1. Select a sample tap from which to take the sample. If at all possible select a faucet that is:
 - a. not leaking
 - b. non-swivel, non-mixing faucet
 - c. don't sample from drinking fountains or outside hydrants
 - d. avoid sample points located after water softeners, carbon or cartridge filters or cisterns
 - e. always sample from the cold water tap
2. Remove any faucet attachments (aeration screens, hoses, etc.).
3. Disinfect the outlet of the faucet with either isopropyl alcohol or chlorine using a spray bottle. It is best not to wipe the faucet as this may disturb bacteria that are attached.
4. Open tap fully; let water run to waste for 2 or 3 minutes (sufficient time to allow clearing of the service line).
5. Reduce the flow to about the diameter of a pencil and fill the bottle. Note: when flow pressure is reduced, if the water dribbles to the faucet edge and contacts the metal of the faucet before entering the bottle, this may cause the sample to be contaminated with bacteria from the faucet. Adjust the flow or locate a different sampling tap if this can't be remedied.
 - a. Do not open the sample bottle until ready to fill.
 - b. Grasping the bottle in one hand, remove the lid with the other hand and proceed to fill the bottle. Do not set the lid down on a table or turn upwards during collection. Do not contaminate the bottle by touching the inner surface of the bottle or the lid with your fingers, or by touching it to the faucet.
 - c. Do not rinse the bottle before filling (white powder inside is sodium thiosulfate which neutralizes any chlorine in the water).
 - d. Fill the bottle to the top of the label, or base of the neck. Leave an air space, which allows mixing by shaking at the lab.
6. Transport water sample to the lab using the shortest transit time possible. Try to maintain sample at a cold temperature (not freezing though).
 - a. Samples must be received in the lab within 30 hours of the sample collection time.