

PROCEDURE FOR COLLECTION OF POTABLE WATER SAMPLES

Bacteriological Samples – Tested for total coliform and E. coli Bacteria

1. Samples must be collected in sterile bottles provided by the testing laboratory. If the bottle is damaged or has been inadvertently contaminated, do not use it.
2. Run the water to waste for at least three to four minutes prior to collecting the sample.
3. Adjust the flow of the water to slow to avoid splashing.
4. Grip the bottle in one hand and remove the cap with the other hand. Do not lay the cap down or allow it to touch anything.
5. Hold the bottle under the faucet and fill it to the neck. Do not allow the bottle to overflow.
6. Replace the cap and ensure that it is on tightly.
7. Complete the lab information card making sure to supply all pertinent information including chlorine residual, if applicable.
8. Attach lab information card to the bottle.
9. Deliver the sample to the lab. Keep the sample cool at all times. Samples should be delivered immediately to the lab, but in no case can they be accepted if more than 24 hours old. If samples cannot be delivered to the lab immediately, keep the samples refrigerated or on ice.

- SAMPLES CAN BE DELIVERED TO THE MAYVILLE OFFICE HEALTH DEPARTMENT LABORATORY MONDAY, TUESDAY, WEDNESDAY AND UNTIL NOON ON THURSDAY.
- SAMPLES MAY ALSO BE DELIVERED TO THE JAMESTOWN AND DUNKIRK DISTRICT OFFICES MONDAY, TUESDAY AND WEDNESDAY BEFORE CLOSING.
- PLEASE NOTE THAT LABORATORY HOURS MAY CHANGE WHEN A HOLIDAY FALLS DURING THE WEEK.

Special Sampling Instructions

1. Avoid leaky faucets, dirty tap and taps where water dribbles down the tap's outside surface.
2. Never rinse the bottle prior to collecting the sample.
3. Protect mouth and neck of bottle from contamination.
4. Remove aerators and or strainers from taps prior to sampling.
5. Avoid taps on dead-end mains.
6. Use only cold water for sampling.

Contact your Health Department office if you have any questions pertaining to water sampling or well disinfection.

Dunkirk Office 366-8831

Jamestown Office 661-8110

Mayville Office 753-4481