



Procedures for Microbial Bacteria Sample Collection & Shipment

SeSCRIPT[®] Analysis

The following procedures are provided to ensure that water samples are adequate for analysis and that sample integrity is maintained during shipment. It is critical that these steps are followed to provide accurate results.

Each sample collection station will be billed for analysis requested on the Chain of Custody (COC) form.

Microbial Bacteria Analysis (total coliform & *E. coli*)

1. **Contact the SRTC lab to request bottles for microbial bacteria analysis (*these are not the same preserved bottles used in other SeSCRIPT analysis*).**
2. Check the "Microbial Bacteria" box on the SeSCRIPT Chain of Custody Form and note which water samples required this analysis.
3. Fill one labeled 100 mL sterile bottle (preserved with sodium thiosulfate by SRTC lab) with a representative sample of water from the sample collection location. **NOTE: Position the mouth of the bottle at an angle as you enter the water to avoid loss of the preservative.**
4. While the bottle is under the surface, turn the bottle upright, remove the bottle from the water and pour off a small amount of water to allow for proper mixing prior to analysis.
5. At least 100 mL of water is necessary for testing. Use the mark on the side of the sampling bottle as a guide.
6. Place the water sample in a small cooler with ice packs and ship standard overnight delivery via FedEx.

THE FOLLOWING INFORMATION IS REQUIRED TO ENSURE ACCURATE AND EFFICIENT PROCESSING OF THE SPECIMEN AND REPORTING OF TEST RESULTS.

- Date of sample collection
- Time of sample collection (note AM or PM)
- Sample location/identification

Please Note: Date and time of collection must be provided for the sample to be tested—samples that exceed a 30-hour hold time from field collection to lab receipt will be rejected. If sampling is part of monitoring for regulatory compliance, please contact the SRTC lab at prior to planning your sample collection.

Sample Shipment

Place samples in a cooler with ice packs or ice in leakproof bags and immediately ship via **standard overnight delivery** and make sure your cooler is not leaking. Samples should be 39°F upon arrival to ensure sample integrity. Packages that are leaking do not get delivered to the SRTC. FedEx is the preferred freight method. **Do not ship via U.S. Mail. Please do not ship on Thursday, Friday, or Saturday.**

Email SePRO's Laboratory at srtclab@sepro.com prior to shipping and provide an estimated arrival date.

Ship samples to:

SePRO Research & Technology Campus
16013 Watson Seed Farm Rd.
Whitakers, NC 27891
Tel: (252) 437-3282
Email: srtclab@sepro.com

Questions?

If you have questions pertaining to sample collection, please contact your SePRO Technical Specialist.

