



CLERC Lab Chain of Custody (COC) Instructions

CLERC Lab performs only microbiology (total coliform and E. coli) tests (BACTs), (TC/ECs).

DRINKING WATER

- Samples are analyzed using SM 9223 B with results reported as Presence/Absence (P/A) and/or Most Probable Number (MPN).
- Time for analysis: 26 - 30 hours Time for report: 4-5 days standard
- **RUSH** turnaround is results reported next day. Sample **MUST** be received by 3:00 pm in order to receive the results by the end of the next day.
- Drinking water regulatory reporting: **Sample type** to be noted under remarks for each sample as:
Routine Repeat Raw Special
- Drinking water samples **MUST** be received at lab within 24 hours of collection.

WASTEWATER

- Samples are analyzed using SM 9221 B, C and F with results reported as MPN when results are required for state reporting.
- Time for analysis: 50 hours Time for report: 4-5 days standard
- **RUSH** turnaround is results reported in two days. Sample **MUST** be received by 3:00 pm in order to receive the results by the end of the next two days.
- Wastewater samples **MUST** be received at lab within 4 hours of collection.

ALL SAMPLES

- Sample bottles **MUST** be sterile and able to contain 100 mL sample with a 0.5 – 1” headspace (total volume 125 mL -150 mL).
- If sampling chlorinated water, sample bottle **MUST** contain sodium thiosulfate (Na₂S₂O₃). If using sterile sample bottles containing Na₂S₂O₃, **DO NOT** wash out the powder/granular Na₂S₂O₃ when filling with sample.
- Indicate **field chlorine residual** at the sample location on sampling day and note result on COC.
- **Preservative** is sodium thiosulfate which is used to dechlorinate most drinking water and wastewater samples. CLERC sample bottle comes with preservative.
- All samples must be identified for **state reporting** or **other** (process, public request).
- Identify source of water by using appropriate matrix code.
- Samples **MUST** be received on ice. **DO NOT FREEZE**. Temperature should be < 10°C when received by lab or, at least, have started to cool.
- Deliver samples to lab on day of collection if possible.
- Sample bottle **MUST** be sealed and intact.
- COC **MUST** be filled out legibly and mirror the sample bottle labels.
- Samples having a yellow color may be rejected.
- Sample collection guidelines can be found here:

https://www.waterboards.ca.gov/drinking_water/programs/districts/docs/32_collecting_bacti_samples.pdf

The CLERC Lab may reject samples if the above requirements are not met.