

Zalco Laboratories Sampling Guidelines: Organics

- § Request specific tests to be analyzed on your sample. If you need guidance, contact your regulator, Local County or state health department, or a consultant.
- § Samples must be placed in appropriate containers, depending on the type of testing you need.
- § Be sure you know which containers to use, and how to properly fill them. Label each container. Keep samples cool, using blue ice or wet ice. Fill out a Chain-of-Custody form completely. Return samples and Chain-of-Custody promptly.
- § Our standard turnaround time for work performed in our laboratory is 10 business days. For subcontracted work, allow longer.

Before obtaining your samples, read the following directions:

Storage of Containers:

- § Before use, store containers in a clean, dry area, avoiding extreme temperatures.

Labeling of Containers:

- § Each sample should be labeled with the date, time, sampling location, and client name.

Handling of Containers:

- § Samples should be protected from light and heat at all times. They should be kept cool, using blue ice or wet ice, and delivered as soon as possible to the laboratory. Some tests require immediate analyses.
- § Never overflow the bottles as they may contain chemicals that must remain in the sample
- § Caution should be taken when sampling. Some bottles contain concentrated acids or bases. Avoid contact with skin and inhalation of vapors. If you should come in contact with these corrosives, wash thoroughly with water for 15 minutes.

Specific Containers:

Organics:

2 – 40 ml glass VOA vials with Na₂S₂O₃

- § Fill each VOA vial completely so that it is lightly overfilled. Carefully screw cap onto vial. When the cap is secure, turn the vial upside-down to view for any signs of air bubbles. If an air bubble is present, reopen the vial (**DO NOT POUR OUT CONTENTS**), and over fill with sample; cap; and check again for air bubbles. Vials must contain **NO AIR BUBBLES**.
 - § After filling VOAs with sample, HCl must be added for some methods. This may be done as soon as the sample is received in the laboratory or by a Zalco Field Representative.
- 1 – 1 liter amber glass containing Na₂S₂O₃*
- § Fill to neck with sample and cap securely. Usually fill one bottle per test method requested.

This is the most commonly used procedure. If you are not sure which containers to use, or are sampling for an unusual analysis and not familiar with the appropriate sampling technique, please contact our client services department at 661-395-0539. Incorrect sampling may cause your sample to be invalid.