

# Collecting a drinking water sample for chemical analysis

## NSW Health Drinking Water Monitoring Program

### Sample Container

Note:

Two containers of water are required for each sample. Both containers must have water collected from the same tap or source.

One container will be acidified at the laboratory and used for the analysis of metals. The second container will be used for all other analytes.

Both containers are required to enable all tests to be carried out.

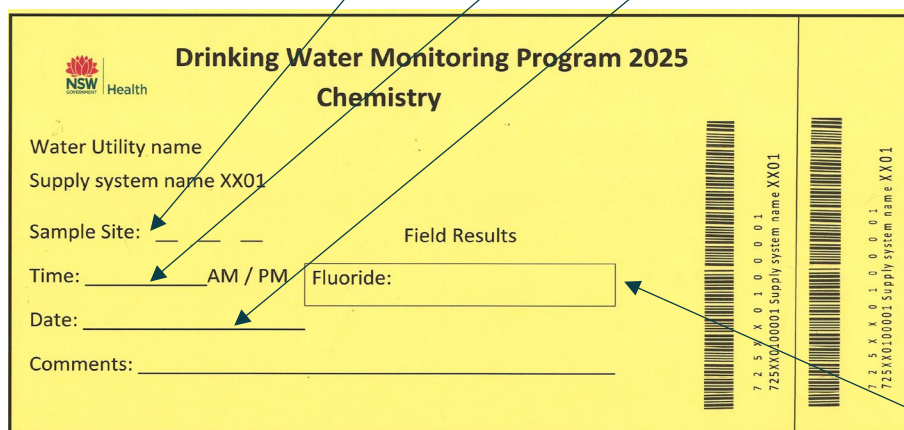
Containers must be clean and free from contaminants.

- Use two new high-density polyethylene (HDPE) 250 mL screw capped containers.

### Label

#### Allocated Chemistry Sample

- Two NSW Health labels with identical barcodes are provided on the same sticker for each water sample - a large label and a smaller matching barcoded label separated by a perforation.
- Use a yellow label with a barcode beginning with 7.
- Select a label for the correct supply system, current year and sample type.
- Using a waterproof pen record the site code, time and date of collection on the larger label.



**Drinking Water Monitoring Program 2025**  
**Chemistry**

Water Utility name \_\_\_\_\_  
Supply system name XX01

Sample Site: \_\_\_\_\_

Time: \_\_\_\_\_ AM / PM

Date: \_\_\_\_\_

Comments: \_\_\_\_\_

Field Results

Fluoride: \_\_\_\_\_

7 2 5 X 0 1 0 0 0 1  
725X010001 Supply system name XX01

7 3 5 X 0 1 0 0 0 1  
735X010001 Supply system name XX01

- If the system is fluoridated conduct a fluoride test on a separate sample and record the fluoride field result on the label.
- Ensuring the outside of the container is dry, place the label evenly around one of the sample containers (not on the lid) so that the entire barcode can be scanned at the laboratory. Attach the smaller matching barcoded label to the second sample container.

## Repeat and Additional Samples

- For a Repeat sample use a pink label with a barcode starting with 6.
- For an Additional sample use a blue label with a barcode starting with 8.
- Record the site code, time and date of collection and fluoride field result on the label.
- Place the label evenly around one of the sample containers.
- On a plain label record the supply system code (2 letters followed by 2 numbers) and the sampling date and time and attach it to the second bottle.

## Precautions When Taking the Sample

- Keep the bottles closed until the sample is to be taken.
- Remove the lid only long enough to collect the sample.

## Collecting the Sample

- Flush the lines for at least 3 minutes before collecting the samples.
- Fill the container with the large label to the brim.
- Fill the second container to the bottom of the neck, leaving some headspace. Do not fill this container to the brim.

## Transporting Samples to the Laboratory

- Pack the sample into an insulated cooler with sufficient freezer bricks to keep the sample cool ( $\leq 6^{\circ}\text{C}$ ) during transportation.
- Attach a copy of the Forensic and Analytical Science Service (FASS) address label to the insulated cooler.
- Send/deliver the samples to FASS as soon as possible.

- Note: If consigning chemistry samples in the same insulated cooler as microbiology samples, send/deliver the samples to the NSWHP Westmead - Microbiology Laboratory.

<b>URGENT WATER CHEMISTRY SAMPLES</b>
Delivery Address <b>Forensic &amp; Analytical Science Service 480 Weeroona Road LIDCOMBE NSW 2141</b>
After hours telephone number: 0413 984 105
<b>FRAGILE</b>

<b>URGENT WATER MICROBIOLOGY &amp; CHEMISTRY SAMPLES</b>
Delivery Address <b>NSW Health Pathology Westmead – Microbiology Central Specimen Reception (CSR) Level 2, Block I, Institute Road WESTMEAD NSW 2145</b>
After hours numbers: 0419 215 490 (Microbiology) & 0413 984 105 (Chemistry)
<b>FRAGILE</b>