

# Standard Drinking Water Sampling Procedure



Read the instructions fully before you begin.

## General rules of sampling

Take extreme care to avoid contaminating the sample container and the water sample. A clean, sterile plastic bottle has been supplied to you. The plastic bottle provided contains sodium thiosulfate in order to preserve the sample and has no effect on the sample itself. Keep provided ice bricks in freezer prior to sampling.

## Sampling Procedure

1. Label the sample bottle. See the 'sample labelling' section for more detail.
2. Wash hands for at least 30 seconds to avoid contamination of sample.
3. Turn the tap full on and allow the water to run to waste for 2 to 3 minutes. This flushes the interior of the nozzle and discharges stagnant water.
4. Disinfect the tap using 70% isopropyl swabs supplied with sample container.
5. Hold the bottle in one hand. Remove the screw cap with the other and keep in your hand while taking the sample.
6. Fill the bottle almost to the top, leaving a gap (approx. 5mm) to allow for mixing by the laboratory. Carefully place the cap back on the bottle.
7. Store and transport in accordance with 'Sample transportation'

## Sampling Transportation

Place the sample in the insulated container provided with ice bricks to maintain a temperature of 2-8°C during transportation. Return samples to the Shire the same day the sample has been taken. Samples must be received at the laboratory no more than 24 hours after sampling. Sample days are Mon-Thurs only. The Shire cannot accept samples on Fridays.

### Always:

- Use the clean, sterile bottle.
- Label the bottle prior to sampling.
- Adequately flush the line (2 to 3 minutes is sufficient).
- Disinfect the tap using isopropyl swabs.

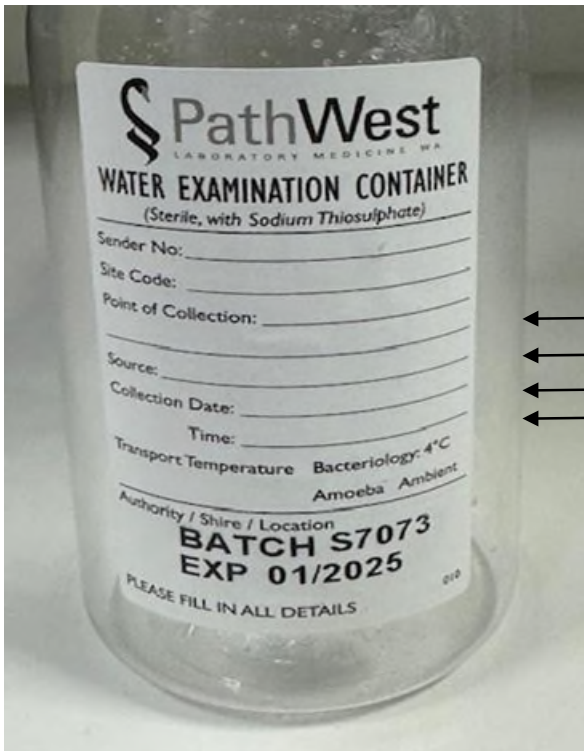
### Do Not:

- Rinse the bottle.
- Touch the inside of the bottle or allow contact between the bottle and the tap.
- Put caps on the ground while sampling.
- Overfill the bottle (fill to just below bottle neck).



## Sampling Labelling

The provided sample bottles should be completed with the following information:



PathWest  
LABORATORY MEDICINE WA  
WATER EXAMINATION CONTAINER  
(Sterile, with Sodium Thiosulphate)

Sender No: \_\_\_\_\_  
Site Code: \_\_\_\_\_  
Point of Collection: \_\_\_\_\_  
Source: \_\_\_\_\_  
Collection Date: \_\_\_\_\_  
Time: \_\_\_\_\_

Transport Temperature Bacteriology: 4°C  
Amoeba Ambient

Authority / Shire / Location  
**BATCH S7073**  
**EXP 01/2025**

PLEASE FILL IN ALL DETAILS

- ← Street address of sample.
- ← Source of collection.
- ← Date of collection.
- ← Time of collection.

The sender number and site code will be completed by Environmental Health Officer once sample is received.

The test results usually take 3 working days to complete.

### For further information, please contact:

Environmental Health Services  
Telephone: (08) 9071 0676  
Email: [health@esperance.wa.gov.au](mailto:health@esperance.wa.gov.au)

