

sample collected. Your drinking water sample cannot be tested to the lab with each sample. In addition, the sample cannot be analyzed if the number matches the number on the sample container label.

- Signature Sample Collector

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**Arizona Department of Environmental Quality**  
**Public School Lead Drinking Water Screening Program**  
**Sampling Plan & Collection Log**  
*for*  
***Experienced Sample Collectors***

Use these procedures to collect samples of water for lead screening at school. This protocol is part of a proactive program to screen the drinking water at Arizona schools for lead. Schools will be provided a sampling kit that will include this form, a list of school buildings to sample, sampling containers and return shipping if needed.

**Sample Locations**

When possible select two sampling locations from each building built before January 1, 1988 and one sample location for buildings built after this date. Prioritize sampling locations based on how frequently someone could drink from them. The chart below should be used to select sampling locations.

Recommended	Not Recommended
Drinking fountains	Bathroom sinks
Preschool classrooms	Janitor closets
Cafeteria and kitchen sinks	Hose bibs
Nurse's/health office sinks	Taps attached to water softeners
Home economics room sinks	Taps attached Point of Use devices
Any sink known to be or visibly used for consumption	Fixtures where human consumption of the water is not likely to occur

**Sample Collection**

1. Collect all water samples before the facility opens for the day and any water usage occurs.
2. The water must have sat in the pipes for at least six (6) hours before a sample is taken.
3. Collect samples in the container(s) provided by completing the following steps:
  - 1) Open sample container
  - 2) Hold sample container under fixture (**cold water tap only**).
  - 3) Turn on fixture
  - 4) Fill sample container
  - 5) Close sample container tightly
  - 6) Complete label on sample container, ensure information on container matches information recorded on the "Collection Log" provided immediately following the collection of each sample.
  - 7) Provide a map with sample locations
4. Assign a **unique** sample identification number to each sample. (For example, bldg100-01 to indicate it is collected in building 100 and is the first sample). Record that number on the Sample Collection Record form and sample container.
5. Accurately complete the "Collection Log". **Accurate information about the sample is essential.**
6. Ship the samples as instructed within three (3) days. Place all Sample Collection Logs in a water tight container such as a zip lock bag. Keep the Sample Collection Log with the samples. The lab must receive the sample within ten (10) calendar days in order for them to be analyzed.