

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	Do Not Sample
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.

When possible submit all samples for a school at one time.

Collection Log

for experienced sample collectors

Complete copy of this form for each sample collected. Your drinking water sample cannot be tested unless a copy of this form is shipped to the lab with each sample. In addition, the sample cannot be tested unless the Sample Identification Number matches the number on the sample container label.

- Check this box to confirm that **water had not been used at this tap or other taps in the area for 6 hours** and no flushing was done prior to sampling

Name of School District	
School Name	
Building (name/number)	
Type of Fixture (tap, drinking fountain etc.)	
Location of Fixture (example, room number)	
Sample Identification Number (<u>Write this number on the sample container and on this sheet</u>)	
Date of Collection	
Time of Collection	
Printed Name of Sample Collector	
Signature Sample Collector	

Notes Sample collector:

For Lab use only	
Analyze this drinking water sample for lead	
Date and Time Lab received	
Signature	
Notes:	

For relinquishing samples upon delivery to labs only

Relinquished date and signature _____

These samples were collected for lead screening purposes only and cannot be used for compliance.