

Water Sampling Checklist



- ✓ Follow your water system's standardized monitoring framework
- ✓ Select sampling sites that are representative of your water system
- ✓ Draw samples from cold water taps, unless otherwise instructed by your laboratory or the Indiana Department of Environmental Management (IDEM)
- ✓ Keep your site sampling plan up to date with copies filed at your office and IDEM
- ✓ Avoid sampling locations less than five connections from the end of a line (dead end)
- ✓ Read and follow any sampling and reporting instructions included with your sampling container
- ✓ Complete all forms and container label (if included) before taking sample
- ✓ Remove any strainers, aerators, etc., before collecting sample
- ✓ Do not rinse out the sampling container before collecting sample
- ✓ Preserve samples, if instructed to do so by your laboratory
- ✓ Deliver samples to your laboratory as per the laboratory instructions in a timely fashion
- ✓ Sample wells when they are most likely to have problems (such as during early spring, after a flood, after not being used for a while, etc.)
- ✓ Do not chlorinate a well immediately before taking a sample from it

Special Considerations

Bacteriological

- ✓ Avoid taking samples from hose bibs, hoses, hydrants and in areas where food is prepared
- ✓ Use a clean rag and bleach to clean faucets; do not heat with an open flame
- ✓ Run water at full flow for at least five minutes before reducing to a pencil-thin flow for another five minutes, then take sample
- ✓ Take extra care to keep the sampling container and its cap clean

Lead and Copper

- ✓ Use a "first draw" (usually in the morning)
- ✓ To get a representative lead and copper sample, it is necessary that the water be in contact with the plumbing (not flowing) for six or more hours

Questions about your water system's monitoring requirements, sampling procedures or need help in locating a certified laboratory? Contact the Drinking Water Branch, Field Inspection Section, at 317-232-8608 or 800-451-6027.

