

SAMPLE CHAIN OF CUSTODY RECORDS

This form constitutes a contract between Client and Stansted Laboratories Ltd.
 Please refer to our website: www.stanstedlabs.com for full T&C and further detail. Job No _____

Client: _____ Contact: _____
 Site details: _____

Results send to:

Ground: Well/Borehole/Spring <input type="checkbox"/>	Surface: River/Lake/Open Reservoir (Non Bathing) <input type="checkbox"/>	Drinking: Bottled/Tanker/Bowser/Treated Surface or Ground/ Non Regulatory(NR)/Hospital(NR)/Vending Machine (NR)	Land Leachate <input type="checkbox"/>
Sewage: Treated/Untreated <input type="checkbox"/>	Trade Effluent <input type="checkbox"/> Soil <input type="checkbox"/>	Recreational: Spa/Hydrotherapy/Swimming pool/Open Bathing	Prepared Leachate <input type="checkbox"/>
Dipslides: Surface/Fluid <input type="checkbox"/>	Saline waters <input type="checkbox"/> Food <input type="checkbox"/>	Process: Cooling Towers/Closed Systems/Endoscopy/Dialysis	Swab: Food/Hygiene
Contact plates: TM26/Other			Leak <input type="checkbox"/> VAC <input type="checkbox"/>
Air Contact plates: TM26/100I/200I/Other:			Other:

Date samples taken:	Bacteriological tests										BSRIA		Chemical			Online results access: YES																	
											BG29/2021	BG29/2012																					
Time sample taken:											<input type="checkbox"/> Table 4	<input type="checkbox"/> Table 5M	<input type="checkbox"/> General closed system <input type="checkbox"/>	<input type="checkbox"/> Pre & Post Chlorination <input type="checkbox"/>	Chem TAT#: <input type="checkbox"/> 2 Days 150% <input type="checkbox"/> 3 Days 50% <input type="checkbox"/> 5 Days 25%																		
Sampling by:	Legionella spp.	TVC @37°C <input type="checkbox"/> 1 Day <input type="checkbox"/> 2 Day	TVC @22°C 3 Day	E Coli & Coliforms	TVC @30°C <input type="checkbox"/> 2 Day <input type="checkbox"/> 3 Day <input type="checkbox"/> 5 Day	Pseudo. aeruginosa @37°C	Pseudo. spp @30°C	SRB <input type="checkbox"/> 5 Day <input type="checkbox"/> 21 Day <input type="checkbox"/>	NRB <input type="checkbox"/>	Enterococci	Clostridium perfringens <input type="checkbox"/>	Faecal Coliforms <input type="checkbox"/>	Staph. Aureus <input type="checkbox"/>	Yeast & Moulds		<input type="checkbox"/> Table 6 <input type="checkbox"/> Chem	<input type="checkbox"/> Table 8 <input type="checkbox"/> Additional Test <input type="checkbox"/> Chem	<input type="checkbox"/> Other tests see overleaf															
Order No:											<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="2">SLIMS SAMPLE NUMBER</th> </tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> </table>							SLIMS SAMPLE NUMBER															
SLIMS SAMPLE NUMBER																																	
SL Quote:																																	
Drop off No:																																	
Collected by:																																	
Special request:																																	
Sample description:																																	
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For Client* Sign: _____ Date: _____ Time: _____
For Stansted Laboratories use only Received by: _____ Correct bottles: YES / NO Date: _____ Time: _____
 Deviating sample: YES / NO
 Additional charges: _____

*Client confirms reading and agrees to be bound by Stansted Laboratories T&C # Standard TAT for chemistry is 7 working days - additional surcharge % for shorter TAT subject to availability.

Non-UKAS accredited Test/ Analysis

Guidance for BSRIA & Chlorination Analyses

If you require additional analyses or tests not listed in the table below, please note required tests in the column marked "Other" on the C. of C. overleaf, we are very happy to provide assistance if you are unsure of the tests you require.

Analyses	BG29/2021	BG29/2012
Table 4 Chem 1 x 11 (clear plastic) Micro 1 X 250 ml (sterile)	□ CHEMICAL TESTS : Total Alkalinity, Chloride, Sulphate, Conductivity, TDS (gravimetric), SS, Heavy Solids, pH, Total & Soluble Iron, Total & Soluble Copper, Nitrite, Molybdate, Total Aluminium. MICROBIOLOGICAL TESTS : TVC @30°C, Pseudomonas species @ 30°C SRB 5 OR 21 days	□ CHEMICAL TESTS : Total Alkalinity, Chloride, Sulphate, Conductivity, TDS (gravimetric), SS, Heavy Solids, pH, Total & Soluble Iron, Total Copper, Nitrite, Molybdate, Additional Tests if required: Soluble Copper, Total Aluminium, Total Zinc, Ammonia, Glycol. MICROBIOLOGICAL TESTS : TVC @22°C, Pseudomonas species @ 30°C, SRB 5 OR 21 days Additional Tests if required: NRB (Table 6)
Table 5 M Chem 1 x 11 (clear plastic) Micro 1 X 250 ml (sterile)	N/A	□ CHEMICAL TESTS : Sulphate, Conductivity, SS, Heavy Solids, pH, Total & Soluble Iron, Total Copper, Nitrite, Molybdate, Additional Tests if required: Soluble Copper, Total Aluminium, Total Zinc, Ammonia, Glycol, *DO MICROBIOLOGICAL TESTS : TVC @22°C, Pseudomonas species @ 30°C, SRB 5 OR 21 days Additional Tests if required: NRB (Table 6)
Table 5 PC Chem 1 x 11 (clear plastic) Micro 1 X 250 ml (sterile)	□ CHEMICAL TESTS : Total Alkalinity, Chloride, Sulphate, Conductivity, TDS (gravimetric), SS, Heavy Solids, pH, *Dissolved oxygen, Total & Soluble Iron, Total & Soluble Copper, Nitrite, Molybdate, Total Aluminium, Total Zinc, Glycol MICROBIOLOGICAL TESTS : TVC @30°C, Pseudomonas species @ 30°C SRB 5 OR 21 days	□ CHEMICAL TESTS : Total Alkalinity, Chloride, Sulphate, Conductivity, TDS(gravimetric), SS, Heavy Solids, pH, Total & Soluble Iron, Total Copper, Nitrite, Molybdate Additional Tests if required: Soluble Copper, Total Aluminium, Total Zinc, Ammonia, Glycol, *DO MICROBIOLOGICAL TESTS : TVC @22°C, Pseudomonas species @30°C, SRB 21 days Additional Tests if required: NRB (Table 6)
Table 6 Chem 1 x 500ml (clear plastic) Micro 1 X 250 ml (sterile)	□ CHEMICAL TESTS : Sulphate, Chloride, pH, Hardness MICROBIOLOGICAL TESTS : TVC @30°C, Pseudomonas species @ 30°C	Table 8 □ CHEMICAL TESTS : Sulphate, Chloride, pH, Hardness MICROBIOLOGICAL TESTS : TVC @22°C, Pseudomonas species @ 30°C
General Closed System Tests Chem 1 x 11 (clear plastic) Micro 1 X 250 ml (sterile)	□ CHEMICAL TESTS : Colour, Clarity, EC, pH, TDS, Nitrite, Molybdate, SS, Heavy Solids, Total Alkalinity, Chloride, Sulphate, Total & Soluble Iron, Additional Glycol when chilled system MICROBIOLOGICAL TESTS : TVC @37°C ,TVC @22°C, SRB 5 days, Pseudomonas species @ 30°C Additional Tests if required: NRB (Table 6)	
Pre & Post Chlorination Chem 1 x 250ml (clear plastic) Micro 1 X 250 ml (sterile)	□ CHEMICAL TESTS : Free & Total Chlorine, Ph, Turbidity. Additional Tests if required: Taste and odour (Qualitative) MICROBIOLOGICAL TESTS : TVC @37°C ,TVC @22°C, Coliforms & Ecoli Additional Tests if required: Enterococci, Pseudomonas aeruginosa	

□ Non- UKAS accredited Test

Abbreviations: EC = Electrical Conductivity, TVC = Total Viable Count, SS = Suspended Solids, SRB = Sulphite Reducing Bacteria, Sett.S = Settleable Solids, NRB = Nitrite Reducing Bacteria, TDS = Total Dissolved Solids (by EC or Gravimetric @ 105°C), *DO = Dissolved Oxygen (sample should be collected in a glass bottle and fixed with a preservative on site). TAT = Turnaround Time, T&C = Terms and Conditions

Sample will be labelled as deviating if: no time or date of sampling has been supplied; the sample is in the incorrect container or not been correctly preserved; the container has been incorrectly filled or broken; the sample age exceeds the stability time (24h from sampling to analysis for microbiology and chemistry 48h for Legionella). Sample preservation and stability times can be found in ISO 5667-3.

Information regarding matrix can be found in UKAS publications, Technical Bulletins: Guidance on Water Matrices Definitions for Sampling and Testing to ISO/IEC 17025 from 7th of May 2019

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