

## C05A MICROBIOLOGICAL IN WATER

### 1.0 Sample Reception

- 1.1 All breakages and shortages must be reported within 24 hours of sample receipt. Due to sample stability, replacement samples will not be available beyond 96 hours of the shipping date.
- 1.2 Store samples at  $4\pm 2^{\circ}\text{C}$ , preferably in the dark. Non-diluted samples are stable for at least 96 hours.
- 1.3 Check that all the parameters for which you are registered are correctly identified on the web data entry report page.
- 1.4 Inquiries regarding sample shipments and sample preparation may be directed to:

Ms. Esther Kwok  
CMPT - UBC Pathology  
T: 604-827-1754  
F: 604-827-1338  
email: [cmpt.path@ubc.ca](mailto:cmpt.path@ubc.ca)

cc: PT Canada, Program Officer  
email: [programofficer@PTcanada.org](mailto:programofficer@PTcanada.org)  
cc: Ken Middlebrook, PT Canada  
email: [kmiddlebrook@PTcanada.org](mailto:kmiddlebrook@PTcanada.org)

Inquiries should be made by email if possible. Use the Nonconformance Form (see reverse) when sending a fax. When reporting damage upon receipt, please provide a picture of the damaged samples. Please include your PT Canada laboratory number on all correspondence.

### 2.0 Sample Analysis: Heterotrophic Plate Count

- 2.1 No dilution is required. Mix vial well and analyse as per the laboratory's registered method.
- 2.2 Sample concentration ranges are on an interval below approximately 1000 counts/ml.

### 3.0 Sample Analysis: Total Coliforms, Fecal Coliforms And *E.Coli*

- 3.1 Mix vial well and dilute 1.0 mL to 1000 mL with sterile dilution water. Mix well and analyse the diluted sample as per the laboratory's registered test method.
- 3.2 Sample concentration ranges, for the diluted samples, are on an interval below approximately 100 counts/100 ml in the diluted sample.

### 4.0 Reporting Results

- 4.1 Results must be reported by midnight of the study deadline (see the General Proficiency Testing Information sheet included with the shipment for details).

### 5.0 Safety

- 5.1 The PT samples are designed for use by laboratory professionals familiar with environmental samples and potentially hazardous materials.

# PT SAMPLE NON-CONFORMANCE FORM

## ATTENTION:

Please indicate reception date of proficiency samples\_\_\_\_\_

Please complete this form if your shipment of water proficiency samples:

<input type="checkbox"/> were received >96 hours from shipping date.
<input type="checkbox"/> were received damaged
<input type="checkbox"/> were received leaking
<input type="checkbox"/> were received incomplete, e.g., missing a sample
# of water proficiency samples affected: _____ (please specify the samples affected)
Laboratory Name : _____ Lab No. _____
Laboratory Address _____
City: _____ Prov: _____ PC: _____
Name: (please print) _____ Signature: _____ Date: _____