

2016 REVISED SUGGESTED DIRECTIONS TAP SAMPLE COLLECTION PROCEDURES

These samples are being collected to determine the lead and copper levels in your tap water. This sampling effort is required by the U.S. Environmental Protection Agency and the Pennsylvania Department of Environmental Protection, and is being accomplished through the cooperation of homeowners and residents.

A sample is to be collected after water has been sitting in the pipes for an extended period of time (i.e., no water use during this period). Due to this requirement, either early mornings or evenings upon returning home from work are the best times for collecting samples. The collection procedure is described in more detail below:

1. Prior arrangements will be made with the customer to coordinate the sample collection event. Dates will be set for sample kit delivery and pick-up by water department staff.
2. **A minimum six (6) hour period during which there is no water use throughout the house** must be achieved prior to sampling. **Do not intentionally flush the water line before the start of the 6 hour period.** The water department recommends that either early mornings or evenings upon returning home are the best sampling times to ensure that the necessary stagnant water conditions exist.
3. A **kitchen or bathroom cold-water faucet** is to be used for sampling. **Do not remove the aerator prior to sampling.** If you have water softeners on your kitchen taps, collect your sample from the bathroom tap that is not attached to a water softener, or a point of use filter, if possible. **Place the sample bottle (open) below the faucet and open the cold water tap as you would do to fill a glass of water.** Fill the sample bottle to the line marked “1,000-mL” and turn off the water.
4. Tightly cap the sample bottle and place it in the sample kit provided. Please review the sample kit label at this time to ensure that all information contained on the label is correct.
5. If any plumbing repairs or replacement has been done in the home since the previous sampling event, note this information on the label as provided. Also if your sample was collected from a tap with a water softener, note this as well.
6. Place the sample kit outside of the residence in the location of the kit’s delivery so that department staff may pick up the sample kit.
7. Results from this monitoring effort and information about lead will be provided to you as soon as practical but no later than 30 days after the system learns of the tap monitoring results. However, if excessive lead and/or copper levels are found, immediate notification will be provided (usually 1-2 working days after the system learns of the tap monitoring results).

Call _____ at _____ if you have any questions regarding these instructions.

I certify that each resident or sample collector has been instructed in the proper methods for collecting lead and copper tap samples.

Water Supplier Signature:

Date: