

## Lead/Copper Sample Collection Instructions (revised Feb2016)

When collecting lead and copper tap samples, you must follow the procedures listed below:

- Always collect a 1-liter sample in one container only (e.g., do not split the sample between two containers).
- Always collect a first-draw sample from a tap where the water has stood in the pipes for at least six hours (e.g., no flushing, showering, etc). However, make sure it is a tap that is used regularly, and not an abandoned or infrequently used tap.
- **No** pre-flushing is allowed prior to sample collection.
- Wide-mouth 1 liter bottles should be used in order for the samples to be collected by opening the cold water faucet gently but fully so that filling of the sample bottle is similar to how a resident would fill a cooking pot or drinking glass.
- **DO NOT** remove or clean aerator prior to collecting sample.
- If your water system is a NTNCWS or CWS (such as a prison or hospital) that does not have enough inside taps where the water stands unused for at least six hours, you are allowed to use interior taps from which water is typically drawn for consumption and which are the most likely to have remained unused for the longest period of time.
- First-draw samples collected at single-family residences should always be drawn from the cold-water kitchen tap or bathroom tap.
- First-draw samples collected from buildings other than single-family homes should always be drawn from an interior tap from which water is typically taken for consumption.
- You may allow residents to collect sample, but you must supply the residents with instructions as to the sample collection procedures. Be sure to properly label sample bottles prior to distributing them to residents.
- As a general rule, you should collect your lead and copper tap water samples early in the monitoring period in case you exceed the lead or copper action level. This is because you will be required to also collect WQP samples. In addition, you will need to submit your monitoring results within 10 days after the end of the monitoring period (e.g., by October 10 for systems that monitoring during June - September).
- After the sample is drawn, acidification of the sample should be completed by the laboratory personnel upon receipt of the sample, but in no case later than 14 days after sample collection. Neither the homeowner nor the sample collector should handle the nitric acid used for sample acidification.

If you cannot gain access to an original sampling site during any subsequent sample collections, the CWS should select an alternate site that has been previously approved. In this event, you will need to contact the Illinois EPA Lead /Copper Coordinator at 217-785-0561 to get the switch recorded in State records.

## Suggested Directions for Homeowner 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 your State, and is being accomplished through the cooperation of homeowners and residents.

Please read the following directions prior to collection of the sample.

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. There must be a minimum of 6 hours during which there is no water used from the tap the sample is taken from and any taps adjacent or close to that tap. The water department recommends that either early mornings or evenings upon returning home are the best sampling times to collect the sample.
3. A kitchen or bathroom cold-water faucet is to be used for sampling. Be sure to use a faucet that has been in recent general use by your household. If you have a water softener on your kitchen tap, collect your sample from the bathroom tap that is not attached to a water softener, if possible. **Do not remove or clean the aerator prior to sampling.** Place the opened sample bottle below the faucet and gently open the cold water tap. Fill the sample bottle to the line marked "1000-mL" and turn off the water.

DO NOT FLUSH ANY WATER FROM YOUR FAUCET PRIOR TO FILLING THE BOTTLE

4. Tightly cap the sample bottle and place 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 will be provided to participating customers when reports are generated for the State. However, if lead levels greater than 15 ppb and/or copper levels of concern are found, immediate notification will be provided.

Call \_\_\_\_\_ at \_\_\_\_\_ if you have any questions regarding these instructions.

TO BE COMPLETED BY RESIDENT		
Water was last used:	Time _____	Date _____
Sample was collected:	Time _____	Date _____