

* Complete Entire COC to be in Compliance*


☐

RUSH

Due Date

EPA Region 6 Drinking Water Chain-of-Custody Record

*Denotes required information

					PWS ID*	PWS Name	Analysis Requested									
Sample Information:					Facility ID* (check sampling schedule)	Facility Name	Nitrate-Nitrite (preserved with H ₂ SO ₄)	IOCs (Total Cyanide, Fluoride, Arsenic, Antimony, Barium, Beryllium, Cadmium, Chromium, Mercury, Selenium, Thallium)	VOCs	SOCs (2,4-D / 2,4,5-TP (Silvex) / Alachlor (Lasso) / Atrazine / Benzo(a)pyrene (PAHs) / Carbofuran / Chlordane / Dalapon / Di(2-ethylhexyl) adipate / Di(2-ethylhexyl) phthalate / 1,2 -Dibromo-3-chloropropane (DBCP) / Dinoseb / Diquat / Endothal / Endrin / Ethylene dibromide / Glyphosate / Heptachlor / Heptachlor epoxide / Hexachlorobenzene / Hexachlorocyclopentadiene / BHC-Gamma (Lindane) / Methoxychlor / Oxamyl (Vydate) / Pentachlorophenol / Picloram / Polychlorinated biphenyls PCBs (Aroclors) / Simazine / Toxaphene)	Radionuclides (gross alpha, gross beta, combined radium 226/228, combined uranium)	Trihalomethanes (TTHMs) & Haloacetic Acids (HAA5s) - DBPs				
Is sample for Compliance?					Sampling Point ID* (EP, or RAW, or see DBP Plan)	Sampling Location										
If Yes, <input type="checkbox"/> Routine or <input type="checkbox"/> Confirmation?																
If No, <input type="checkbox"/> Special																
<input type="checkbox"/> Grab or <input type="checkbox"/> Composite?																
<input type="checkbox"/> Finished or <input type="checkbox"/> Raw Water?																
Water chlorinated? <input type="checkbox"/> No <input type="checkbox"/> Yes					Free Residual Chlorine _____ mg/L											
Accurate Work Order #	Date Sample Taken	Time Sample Taken	Container Type and Number	Preservative Type												
Comments					-- All Glass containers provided by Accurate Labs have Teflon lined lids -- -- All samples are scheduled to be disposed of in 4 weeks of receipt at Accurate. -- -- Hazardous samples will be returned to client or will be disposed of for a fee --											

Certification by Company Official: I hereby certify that the above sampling occurred during a period such that the sample(s) is/are representative of a typical operating day discharge for the above facility.				Signature : _____		Date/Time _____	
Sampled By: _____				Company: _____			
Relinquished By: _____		Date/Time _____		Received By: _____		Date/Time _____	
<input type="checkbox"/> Relinquished to Lab By: _____		Date/Time _____		Received at Lab By: _____		Rec'd _____ °C	
<input type="checkbox"/> Relq'd to Log-In Fridge By: _____							
Mail Report To Water Utility Regulatory Compliance Officer:				Email Invoice To:			
Address: _____				Address: _____			
Phone #: () Fax #: () Email: _____				Bid # - _____ PO # - _____			
Please also e-mail reports to: lugo-figueroa.jose@epa.gov , fontenot.alison@epa.gov , abshire.andrea@epa.gov , and sweftribal@unm.edu				Phone #: _____ Fax #: _____			

www.accuratelabs.com (800) 516-5227	505 South Lowry Street Stillwater, OK 74074	Phone: (405) 372-5300 Fax: (405) 372-5396	3910 E. 51 st Street Tulsa, OK 74135	Phone: (918) 663-5400 Fax: (918) 663-6300	12036 N. Pennsylvania Oklahoma City, OK 73120	Phone: (405) 751-3132 Fax: (405) 751-3108
--	--	--	--	--	--	--

Instructions for Filling out this Chain-of-Custody

1. **Use a different Chain-of-Custody (COC) for each sampling location.**
2. ***** Do not make duplicate requests for the same contaminant or contaminant group on the same COC. *****
3. Starting at the top left of the COC, fill out the Sample Information section using the definitions below:
 - a. **Routine** - Samples taken for compliance with the Safe Drinking Water Act (SDWA). Refer to the EPA Sampling Schedule for each PWS.
 - b. **Confirmation** - Samples are for compliance purposes and are taken at the request of EPA Region 6 to verify the level of a specific contaminant or contaminant group.
 - c. **Special** - Samples taken are not for compliance with SDWA.
 - d. **Grab** - A single sample collected at a particular time and place that represents the composition of the water only at that time and place.
 - e. **Composite** - A series of small samples taken over a given time period and combined as one sample in order to provide a summary of water quality.
 - f. **Finished** - Samples are taken after the treatment process at the entry point. If there is no treatment process, then the water is considered finished water.
 - g. **Raw** - Samples are taken before the treatment process and represent the water quality of the water source.
4. If sampling for SDWA compliance purposes at the Entry Point (EP) to Distribution, use the metal tag or the Sampling Schedule for the water system and on the COC, fill out **PWS ID, Facility ID, Sampling Point ID, PWS Name, and Facility Name**. This information is required for compliance purposes. You may fill out **Sampling Location** with a local name or you may leave it blank. If sampling for chlorinated disinfection byproducts (DBPs) in distribution as part of the Stage 2 DBP Rule, use a Facility ID of **01000** and a Facility Name of **DS**. Some examples of the correct Sampling Point ID for Stage 2 DBPs are DBPMAX, DBP01, DBP02, etc...Refer to your Stage 2 DBP Sampling Plan for the correct Sampling Point ID.
5. If you are sampling finished water and the system is disinfected with chlorine, mark **Yes** and take a Free Chlorine Residual and write it down in this box. If the system is not disinfected mark **No**.
6. For each requested contaminant or contaminant group, use one row and mark the Date and Time the sample was collected. Write down the Container Type and Number as well as the Preservative Type. If the request has multiple containers and preservatives (like SOC's), then mark as 'Various' in these boxes. Put an X in the appropriate row under the contaminant/contaminant group for which you are requesting analysis be done.
7. Certify that the samples were taken under normal operating conditions by signing this COC, record the Date & Time the sample was collected as well as the name of the person taking the samples and who they work for.
8. Fill out the contact information for where the report should be mailed.
9. If the compliance sample is for a water system that is having their samples paid for through the Southwest Environmental Finance Center's (SW EFC) Tribal Drinking Water Program, make sure that the "Mail Invoice To" section contains the information for the SW EFC. If the sampling is not for compliance purposes, or the water system is considered to be "for-profit" and pays for its own compliance samples, make sure that the "Mail Invoice To" section contains the information needed for Accurate Labs to bill the water system.
10. Make sure to sign this COC with the Date and Time whenever the sample and COC are transferred from one individual to the next or when delivered to the lab.

EPA Region 6 - Drinking Water Contaminant Groups

Disinfection By Product Rule (DBPR)

For systems using chlorine disinfection:

Total Trihalomethanes (TTHMs) - chloroform, bromoform, bromodichloromethane, dibromochloromethane

Haloacetic Acids (HAA5s) - monochloroacetic acid, dichloroacetic acid, trichloroacetic acid, monobromoacetic acid, dibromoacetic acid

For systems using ozone disinfection: Bromate

For surface water systems using conventional filtration and disinfection:

Raw water alkalinity, raw water total organic carbon (TOC), treated water TOC

Inorganic Chemicals (IOCs) - 11

Drinking Water Metals (9) - arsenic, antimony, barium, beryllium, cadmium, chromium, mercury, selenium, thallium

Total Cyanide

Fluoride

Volatile Organic Chemicals (VOCs) - 21

benzene / carbon tetrachloride / chlorobenzene / *o*-dichlorobenzene / *p*-dichlorobenzene / 1,2-dichloroethane / 1,1-dichloroethylene / *cis*-1,2-dichloroethylene /

trans-1,2-dichloroethylene / dichloromethane / 1,2-dichloropropane / ethylbenzene / styrene / tetrachloroethylene / toluene / 1,2,4-trichlorobenzene / 1,1,1-trichloroethane,

1,1,2-trichloroethane / trichloroethylene / vinyl chloride / xylenes (total)

Synthetic Organic Chemicals (SOCs) - 29

2,4-D / 2,4,5-TP (Silvex) / alachlor (Lasso) / atrazine / benzo(a)pyrene (PAHs) / carbofuran / chlordane / dalapon / di(2-ethylhexyl) adipate / di(2-ethylhexyl) phthalate /

1,2-dibromo-3-chloropropane (DBCP) / dinoseb / diquat / endosulf / endrin / ethylene dibromide / glyphosate / heptachlor / heptachlor epoxide / hexachlorobenzene /

hexachlorocyclopentadiene / BHC-gamma (Lindane) / methoxychlor / oxamyl (Vydate) / pentachlorophenol / picloram / polychlorinated biphenyls (PCBs) (Aroclors) / simazine / toxaphene

Radionuclides - 4

Uranium (combined) / alpha emitters (gross alpha) / beta/photon emitters (gross beta) / radium 226 & 228 (combined)

Lead & Copper Rule (LCR) - Coordinate with EPA Region 6