

2017 BACTERIOLOGICAL SAMPLING SCHEDULE  
 SCHEDULE A (Community A to K)

JANUARY

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FEBRUARY

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MARCH

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APRIL

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MAY

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JUNE

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JULY

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AUGUST

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SEPTEMBER

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OCTOBER

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NOVEMBER

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DECEMBER

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24	H	26	27	28	29	30
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  - **Recommended Sampling Dates**

**H** - **Holiday, State Laboratories Closed**

**NOTE: For compliance with Missouri Safe Drinking Water Regulations, bacteriological samples must be collected during each calendar month the system is in operation and serving water to the public.** The highlighted dates above are recommended sampling dates and are not mandatory. If, for example, your laboratory schedule falls in the second week of the month and you are unable to collect a sample that week, collect the sample earlier or later in the month.

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2017 BACTERIOLOGICAL SAMPLING SCHEDULE  
 SCHEDULE B (Community L to Z)

JANUARY

S	M	T	W	T	F	S
1	H	3	4	5	6	7
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FEBRUARY

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MARCH

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APRIL

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MAY

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JUNE

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JULY

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AUGUST

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SEPTEMBER

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OCTOBER

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NOVEMBER

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DECEMBER

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24	H	26	27	28	29	30
31						

  - Recommended Sampling Dates

H - Holiday, State Laboratories Closed

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2017 BACTERIOLOGICAL SAMPLING SCHEDULE  
 SCHEDULE 1 (Non-Community A to H)

JANUARY

S	M	T	W	T	F	S
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FEBRUARY

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MARCH

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APRIL

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MAY

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JUNE

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JULY

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AUGUST

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SEPTEMBER

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OCTOBER

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1	2	3	4	5	6	7
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

NOVEMBER

S	M	T	W	T	F	S
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26	27	28	29	30		

DECEMBER

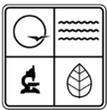
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24	H	26	27	28	29	30
31						

  - Recommended Sampling Dates

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2017 BACTERIOLOGICAL SAMPLING SCHEDULE  
 SCHEDULE 2 (Non-Community I to P)

JANUARY

S	M	T	W	T	F	S
1	H	3	4	5	6	7
8	9	10	11	12	13	14
15	H	17	18	19	20	21
22	23	24	25	26	27	28
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FEBRUARY

S	M	T	W	T	F	S
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MARCH

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APRIL

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MAY

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21	22	23	24	25	26	27
28	H	30	31			

JUNE

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JULY

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23	24	25	26	27	28	29
30	31					

AUGUST

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SEPTEMBER

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OCTOBER

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NOVEMBER

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DECEMBER

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24	H	26	27	28	29	30
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  - Recommended Sampling Dates

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2017 BACTERIOLOGICAL SAMPLING SCHEDULE  
 SCHEDULE 3 (Non-Community Q to Z)

JANUARY

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FEBRUARY

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MARCH

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APRIL

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MAY

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JUNE

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JULY

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AUGUST

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SEPTEMBER

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OCTOBER

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NOVEMBER

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DECEMBER

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24	H	26	27	28	29	30
31						

   - **Recommended Sampling Dates**

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# SAMPLE COLLECTION TECHNIQUES FOR BACTERIOLOGICAL ANALYSIS

## Sample Containers:

If you use a private laboratory for bacteriological analysis, you must use supplies provided by the private laboratory and follow their procedures. The following instructions are for systems that use sample bottles from the Missouri Department of Health and Senior Services- State Public Health Lab. These sample bottles contain a chlorine neutralizer that is present in liquid or crystalline form. They are sterile and ready for use when shipped. **Do not rinse contents from the container and keep bottle closed until it is to be filled.**

## Sample Collection Procedures:

- 1. Assemble all sampling supplies before you begin and wash your hands thoroughly before handling supplies.**
- 2. Go to the sampling location(s) specified in your approved Bacteriological Sample Siting Plan.** The sample should be taken from a clean smooth-nosed cold water faucet if possible. **Avoid drinking fountains, leaky faucets, and frost-proof yard hydrants since it is impractical to sterilize them.**
- 3. Remove any aerators, strainers or hoses that are present,** as they may harbor bacteria.
- 4. Open the cold water tap for about 3 minutes (and flush hot water if a mixing faucet is used) before collecting the sample.** This should adequately clear the water line.
- 5. Flame-sterilize the tap OR chemically disinfect the tap. Do not flame-sterilize if tap is plastic or if aerators are attached.** Chemically disinfect tap by thoroughly rinsing both the inside and outside of the tap with a mixture of 50% bleach and 50% tap water. **Ensure the disinfectant solution is fresh.** Take extreme care with strong bleach (oxidizing) solutions.
- 6. Flush the tap for an additional 1-3 minutes with cold water and then reduce to a gentle flow to about the width of a pencil.** Do not change the water flow once you have started sampling. It could dislodge microbial growth.
- 7. Remove the plastic shrink wrap seal** by pulling down on the red strip and peeling the shrink wrap from the cap and bottle. Discard the shrink wrap. Do not attempt to reseal the lid with shrink wrap still attached.
- 8. Grasp cap along top edge and remove carefully.** Hold the bottle in one hand and the cap in the other. Do not lay the cap down or put it in a pocket. Also, take care not to contaminate the sterile bottle or inside of the cap with your fingers or permit the faucet to touch the inside of the bottle.
- 9. Hold the bottle so that water entering the bottle will not come into contact with your clothing or hands.**
- 10. Fill bottle until the water sample level is BETWEEN THE TWO LINES on the bottle (100-120 ml).** Preferably, the water sample level in the center of the bottle should be slightly above the 100 ml fill line. Samples will not be tested if there is less than 100 ml of water in the bottle. Also, samples will not be tested if water level is above 120 ml, so do NOT overfill. **If the bottle is overfilled during this process, you may pour off any excess water to get the water sample level between the two lines.** Then screw the cap down on the bottle firmly.
- 11. Complete the Environmental Sample Collection Form with all necessary collection information.** Be certain the Sample Type, Sample Collection Point ID, Date, Time, PWS Name, PWS ID Number are correct and the Bottle Number on the *Environmental Sample Collection Form* matches the number on the bottle.
- 12. Make copy of the completed Environmental Sample Collection Form** for recordkeeping (recommended).

## Shipping instructions:

Place the completed *Environmental Sample Collection Form* inside the box along with the corresponding sample bottle and seal the box with the mailing label provided. To be certain samples reach the **Department of Health and Senior Services - State Public Health Laboratory** within 30 hours of collection, it is important to collect your sample and drop off at any contract courier pickup location that same day by 10:30 am. Courier pick up locations and times can be found at <http://dnr.mo.gov/env/wpp/pdwb/docs/courier-list.pdf> **Contact the Public Drinking Water Branch for more information at (573) 751-1077.** If you intend to mail samples, ask your local post office if Priority Mail would be faster than First Class Mail and when to drop sample(s) off.

## Additional Information:

**A.** Sometimes despite taking all the precautions, you may receive notification that total coliform bacteria are present in your water. You will then be given specific instructions that will include the collection of repeat samples. In addition, systems with a ground water source may also be directed to collect a source water sample from each active well before any treatment for each total coliform-positive routine sample.

**B.** Until March 31, 2016, a system collecting four routine samples or fewer per month that has a total coliform-positive routine sample must collect at least five routine samples the following month. A maximum contaminant level (MCL) violation is issued to a public water system when two or more monthly bacteriological samples (5% in larger systems) are present for coliform bacteria. After April 1, 2016, the additional (five) routine samples are NOT required the month following a coliform-positive routine sample. Also, the total coliform MCL violation will be replaced with a treatment technique (TT) requirement. A system that triggers this TT must conduct an "assessment" of the water system to determine if there are any sanitary defects and if any are found, take corrective actions. Please contact Regional Office staff to discuss assessment requirements, identify sanitary defects, and determine corrective actions.

Contact information, sample collection points and sample results are available on-line at the following link: <http://dnr.mo.gov/DWW/>  
Additional sample bottles can be reordered on-line at the following link: <http://dnr.mo.gov/env/wpp/labs/water-analysis.htm>

<u>Military time</u> <u>vs.</u> <u>12 hour</u>	
<u>24-hour</u> <u>clock</u>	<u>12-hour</u> <u>clock</u>
00:00	12:00 a.m. 12 midnight (start of day)
01:00	1:00 a.m.
02:00	2:00 a.m.
03:00	3:00 a.m.
04:00	4:00 a.m.
05:00	5:00 a.m.
06:00	6:00 a.m.
07:00	7:00 a.m.
08:00	8:00 a.m.
09:00	9:00 a.m.
10:00	10:00 a.m.
11:00	11:00 a.m.
12:00	12:00 p.m. 12 noon
13:00	1:00 p.m.
14:00	2:00 p.m.
15:00	3:00 p.m.
16:00	4:00 p.m.
17:00	5:00 p.m.
18:00	6:00 p.m.
19:00	7:00 p.m.
20:00	8:00 p.m.
21:00	9:00 p.m.
22:00	10:00 p.m.
23:00	11:00 p.m.