

<h1>SGS</h1>	Request for Laboratory Services and CHAIN OF CUSTODY (specific SDWA/HPPA - 1st Party)																		
	Industries & Environment - Lakefield: 185 Concession St., Lakefield, ON K0L 2H0 Phone: 705-652-2000 Toll Free: 877-747-7658 Fax: 705-652-6365 Web: www.ca.sgs.com {4}																		
	Industries & Environment - London: 657 Consortium Court, London, ON, N6E 2S8 Phone: 519-672-4500 Toll Free: 877-848-8060 Fax: 519-672-0361 Web: www.ca.sgs.com {4}																		
Laboratory Information Section																			
Received Date (mm/dd/yyyy): ___/___/___				SGS pickup date & time:				LAB LIMS #:											
Received Time: ___:___				Cooling agent: Yes No				Temperature Upon Receipt °C:											
Billing & Reporting Information																			
Invoice/ Receipt to:	Company:						Quote #:												
	Attention:						Attached Parameter List ? YES NO												
	Address:																		
	Email:				PO #:														
Report to: {3}	Attention:				Project:			Rush Turnaround Time Required?* YES No											
	Email:						Specify: _____												
	Phone:				Fax:			* Rush TAT Requests Require Lab Approval											
Drinking Water System Information & Exceedance Reporting Information										Client Lab #:									
System Name:								Waterworks / DWIS / LRMA #:											
Physical Address:								Contact Phone Number:											
Contact Name:								Contact Fax or Email:											
MOH Unit (Ministry of Health):								Day Care Licence # or SFIS #: (if applicable)											
Regulation: Please check (X) regulation that applies to water sample(s) submitted																			
<div style="display: flex; justify-content: space-between;"> _____ O.Reg 170/03 _____ O.Reg 319/08 _____ O.Reg 243/07 </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> _____ Certificate of Approval Requirement _____ Water System Not Regulated (NR) </div>																			
As per the Ontario Safe Drinking Water Act (OSDWA) and Health Protection and Promotion Act (HPPA), the water facility information and the sample information sections must be filled out prior to processing samples . Sample Source Codes indicate whether samples are Reportable or Not Reportable under these acts. The laboratory will report all adverse results as per the applicable regulation and source code.																			
Sample Source Codes																			
RW = Raw Water					Source water prior to treatment. Water is not for consumption.														
TW = Treated Water					Water taken immediately after treatment at point of entry to the distribution system.														
DW = Distribution Water					Water taken from a distribution point in a system with treatment.														
DW-UT = Untreated Distribution Water					Any sampling point from water systems with no treatment (all water is for consumption) or Raw water from water systems that have a treatment system that is not approved.														
TAP-Standing & TAP-Flushed					Water taken for the purposes of lead testing under O.Reg. 243/07 (Schools & Daycare)														
NR = Not Regulated					Samples taken from a water system that is not regulated under OSDWA or HPPA														
RNR = Regulated Not Reportable					Samples taken from a non-standard location under the direction of the system owner for reasons other than assessing water quality against the OSDWA or HPPA.														
If RNR, is Upload required to DWIS / LRMA?					_____ Yes		_____ No												
Sample Information																			
Bottle #	Sample Source Code (see above)	Sample Location Name	Check if Re-Sample From an Adverse Report	Date Sampled (mm/dd/yy)	Time Sampled	# of Bottles	Field Total Residual Chlorine	Field Free Residual Chlorine	Analysis Requested (please enter the analysis required below and check off which analysis applies to each sample)										
Sampled By {1}: (Name)				(Signature)				Date: ___ / ___ / ___ (mm/dd/yy)											
Relinquished by {2}: (Name)				(Signature)				Date: ___ / ___ / ___ (mm/dd/yy)											
Note: {1} Submission of samples to SGS is acknowledgement that you have been provided direction on sample collection/handling and transportation of samples. {2} Submission of samples to SGS is considered authorization for completion of work. Signatures may appear on this form or be retained on file in the contract, or in an alternative format (e.g. shipping documents). {3} Results may be sent by email to an unlimited number of addresses for no additional cost. Fax is available upon request. {4} Completion of work may require the subcontracting of samples between the London and Lakefield laboratories.																			
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