	RECORD: QM7.1/R-19 Sample Request Sheet – Toxicity testing & diatom assessment		ISO 17025 Clause 7.1
	Compiled By: Lizet Moore	Signature:	**Date Approved:** 2019-05-30
	Amended By: Lizet Moore	Signature:	**REV No: 08**
	Approved By: Marrilize Bylsma	Signature:	Page **1 of 3**

Company Name:		**Project Name:**			
Contact Person:		**Contact Number:**			
Contact Email:					
Sample type/ description:	e.g. effluent, river, dam, winery, municipal, borehole)	**Date submitted:**			
Samples received by:		**Signature of person receiving samples**			
Sufficient sample volume (if no, please comment below)	YES / NO	**Samples delivered by:**	Client Courier Consultant	**Signature of Client:**	By signing this form, the customer accepts all BioToxLab terms and conditions and will be held legally responsible for all costs

NOTE:

- *Turnaround time: 7-14 working days depending on the level of toxicity requested and the workload at the time.*
- ***At least 1 litre of water is required for screening toxicity tests, and 2 litres for definitive toxicity testing.*** *1 litre of water is required for chemical testing. At least 500g of sediment sample is required for toxicity testing.*
- *Submit samples in clean, airtight, clearly marked containers, filled to the top.*
- *Samples should be kept cold (not frozen) and reach the laboratory within 3 days where possible*
- *If the samples are known to be chlorinated, indicate it next to the sample name with a (c)*
- *Toxicity testing includes pH (A), EC (A) and DO (NA) results*

Additional Comments from client (e.g. deviations, special requests etc):

Please complete the above information as well as the applicable sections on pages:

Section A	***Toxicity testing***		***Page 1 to be completed for all analyses requested, if only toxicity testing is required, only pages 1 and 2 can be submitted, if only diatom assessments are required, only pages 1 and 3 can be submitted. If more space is required, add an additional copy of the relevant page.***
Section B	***Diatom assessment***		
Section C	***Chemical/microbiological analyses***		

For office use only:

Internal lab no:			**Number of samples:**		
Samples acceptable for use: (circle the applicable one - if no please comment below)	**Yes/ No**	**Discussions with client or other comments:**			
BioToxLab contract review approval signature		**Date:**		**Signed quote number**	

A = Accredited NA = Not accredited OS = Outsourced SC = Sub Contracted

SECTION A: TOXICITY TESTING:

Sample name	Sampling date	Leachate required	Tests requested								
			Level of tox testing		Water					Sediment	
			Screening	Definitive	*Daphnia* (invertebrates)	*Poecilia* (vertebrates)	*Allivibrio* (bacteria)	*Selenastrum* (micro-algae)	*Spirodela* (duckweed)	*Heterocypris* (ostracods)	Phytotox (seed germination and growth)

Method 01	*Allivibrio fischeri* luminescent bacteria test	ISO11348-3	A	Method 02	*Selenastrum capricornutum* algal growth inhibition test	ISO8692	A
Method 03	*Daphnia magna* macro-invertebrate acute test	ISO6341	A	Method 04	*Poecilia reticulata* vertebrate acute test	ISO7346-1	A
Method 10	*Heterocypris incongruens* direct contact sediment test	ISO14370	A	Method 11	Phytotox plant germination and growth inhibition test - sediment	ISO11269	A
Method 15	*Spirodela polyrhiza* growth inhibition test (duckweed)	ISO20079)	NA	Note that the pH, EC and DO results are presented for toxicity data interpretation purposes only			

Screening = 100% (undiluted) sample tested; **Definitive = Series of sample dilutions to determine lowest effect dilution**

SECTION B: DIATOM ASSESSMENT (OS):

Sample reference	Sampling date	Substrate (e.g gravel)	Water source (river, pan etc)	Site coordinates	Flow conditions	Site description (including any visual impacts observed at the time of sampling)

- Please provide as much site information as possible
- Preserve sample with ethanol (20% by volume) in a plastic container and keep cool (not frozen) prior to delivery (within 3 days if possible)

SECTION C: CHEMICAL/MICROBIOLOGICAL ANALYSES (OS)

In the table below please list any additional chemical and/or microbiological analyses required.

END OF DOCUMENT

Digital signatures: