



FITZ SCIENTIFIC - USER GUIDE TO SOIL AND SOLID SAMPLE SUBMISSION

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FITZ
SCIENTIFIC

MONITORING & TESTING

To ensure the most accurate and timely analysis of your soil and solid samples, **please follow these essential preparation and delivery guidelines** for our Laboratory.








Step 1: Correct Material Size

- The maximum particle size of a sample accepted is 50mm.
- Bricks or large masonry pieces need to be broken up and crushed.
- Metal or glass cannot be analysed.
- Above list not relevant to REPAK

Step 2: Correct Sample Containers

Ensure that you have the correct container for your sample. Please see our solid and soil suites of tests listed below, with **photos** of the required containers beside them. **Fill the container completely to the top before sealing avoiding any headspace.** Headspace refers to the air above a sample inside a sealed container so only seal the container when the container is completely full to top.

Test Suites and Containers required for each test:

<ul style="list-style-type: none"> • Waste Characterisation Suite for <u>Soil</u>. <p>The Vial has been pre-filled with Methanol.</p> <p>Do not overfill the vial. This causes overflow and, erasing and staining of print ink on label.</p>	 <p>1kg White Plastic Tub</p>	 <p>120ml Amber Jar</p>	 <p>Pre-filled Methanol Vial</p>
<ul style="list-style-type: none"> • Waste Characterisation Suite for <u>Solids</u> • Waste Acceptance Criteria Suite • Recycled Aggregates Suite • Soil Recovery Suite 	 <p>1kg White Plastic Tub</p>	 <p>120ml Amber Jar</p>	
<ul style="list-style-type: none"> • AT4 Testing (We require <u>at least 300g</u> of product to test). • O.U.R Testing Oxygen Uptake Rate - (We require <u>at least 150g</u> of product to test). 	 <p>1kg White Plastic Tub</p>		
<ul style="list-style-type: none"> • REPAK <p>Plastic bags are acceptable to hold your REPAK sample but should not be ripped or leaking upon arrival to the laboratory.</p> <p>Minimum weight limit is 2.5kg.</p>	 <p>5L – 10L Bag</p>		

Step 3: Correct Labelling

- **4-Digit Sample Submission Code** – You will receive this code when you log your samples on the Web Portal. Write this code on your label which should be adhered each container.
- **Client Name:** This is your company name as it appears on your Jot Form and quote. Write this on the label.
- **Your Sample Ref:** You decide on this reference yourself. This reference will appear again on your Certificate – it is a way for you to recognise your individual samples on the Cert. It is not a reference that Fitz Scientific provides. This Sample Ref needs to be written on the label..
- **Sample Date:** This is the date that you took your sample. Write this date on the label.

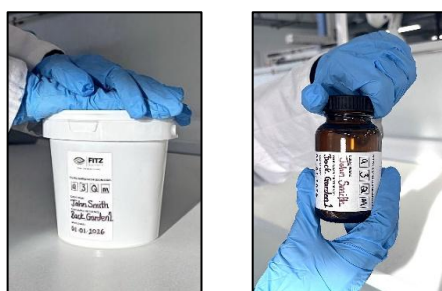


Please Note:

- If the label gets wet, it may become illegible. To prevent this, we advise that you use a **dark, permanent marker**.
- Ensure all of the container's label have been filled out.
- Don't attach the label or notes to lids. Don't use the lid to write instructions on.

Step 4: Correct Packing of Samples

After placing your sample in the containers, ensure that the **lids are closed tightly** and will not leak.



Close lids Tightly

Containers need to be in a strong and secure package. Samples should be packed in with padding to avoid rolling around.



Use Bubble Wrap / Padding

Packing Tips:

The white plastic tubs are stackable. Simply place one on top of another, and secure inside the box with padding. Secure the lid by snapping it down as shown in the image above.

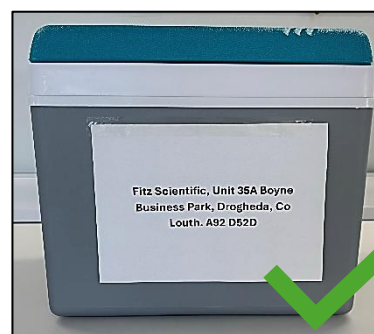
The amber glass jar lids should be twisted tightly and packed with padding, so they don't shift and break inside of the courier van.

Do not make the mistake of placing the amber jar in the white plastic tub as a packing container, the tub needs to be filled up also.

Step 5: Delivering your Samples

It is recommended that samples are delivered as soon as possible to the laboratory after sampling. **Be aware of any holding times that can cause deviancies.** Once samples have been logged on the Web Portal it is possible to deliver samples. Do not deliver samples if the Chain of Custody has not been filled out or if you do not have the 4 digit sample submission code, otherwise they will not be accepted at reception or be processed.

- **By Hand:** Customers can drop off samples directly to our laboratory to: Fitz Scientific, Unit 35A Boyne Business Park, Drogheda, Co Louth. A92 D52D, Between Monday – Friday, 8.30am – 5.00pm
- **By Express Post:** If you choose to post or use a courier for your samples, we recommend sending them via express post next day delivery. Samples should be posted the same day that they are taken to ensure integrity.
- **By Depot Drop Off:** You can drop your samples at one of our depots (Dublin and Waterford). To avail of this service please contact the Field Services team at fsteam@fitzsci.ie or by phone at 0419845440 (Ext 3).



Our area of expertise is the science and analysis, though it is not our area of expertise on how best to sample, here are some basic guidelines.

Basic Instructions for sampling soil/solids.

1. Soil samples can be taken with a professional soil probe, or simply using a shovel ensure all equipment is clean and free from rust or any other residue.
2. If available, use a soil corer that is capable of taking a sample to the desired sampling depth
3. The cores should be taken in a random pattern that is uniform across the area being sampled, grid sampling may require a specific pattern, for example a "W" pattern
4. As you take cores of soil or shovels of soil, put them into a plastic bucket. Mix the soil thoroughly in the bucket, breaking up all cores from the different areas
5. From the bucket put the composite sample into the containers provided.
6. Avoid sampling in waterlogged or very dry soil areas.

Please note: When filling the containers, make sure they are filled with as much sample as possible.

Also, if you receive a bucket and a jar, **DO NOT** fill the jar only and put it into the bucket. The bucket is not a storage container for the jar, both need to be filled

When filling up containers, please make sure the tub is filled properly with enough sample



Fill the containers fully