

FITZ SCIENTIFIC - USER GUIDE TO SOIL AND SOLID SAMPLE SUBMISSION

Tel: +353 (0)41 984 5440
Email: customerservice@fitzsci.ie
Web: www.fitzsci.ie

Unit 35A, Boyne Business Park,
Drogheda City, Co. Louth,
A92D52D, Ireland

FITZ SCIENTIFIC
MONITORING & TESTING

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 / bag 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.

EACH OF THE CONTAINERS NEED TO BE FILLED WITH YOUR SAMPLE – THIS INCLUDES THE WHITE BUCKET – IT IS ALSO TO BE FILLED TO THE TOP – IT IS REQUIRED FOR ANALYSIS ALONG WITH THE OTHER CONTAINERS – IT IS NOT JUST FOR HOLDING THE JAR AND VIAL.

Test Suites and Containers required for each test:

- **Waste Characterisation Suite for Soil.**

The Vial has been pre-filled with Methanol.

Do not overfill the vial. This causes overflow and, erasing and staining of print ink on label.


1kg White Plastic Tub


120ml Amber Jar


Pre-filled Methanol Vial

- **Waste Characterisation Suite for Solids**
- **Waste Acceptance Criteria Suite for Soil or Solids**
- **Recycled Aggregates Suite**
- **Soil Recovery Suite**


1kg White Plastic Tub


120ml Amber Jar

- **AT4** Testing (We require at least 300g of product to test).
- **O.U.R** Testing Oxygen Uptake Rate - (We require at least 150g of product to test).

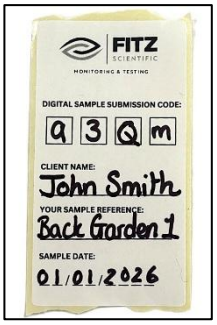

1kg White Plastic Tub

- **REPAK**

Plastic bags are acceptable to hold your REPAK sample but should not be ripped or leaking upon arrival to the laboratory.
5KG OF SAMPLE IS REQUIRED.


5kg BLUE Rubble Sac bags

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.

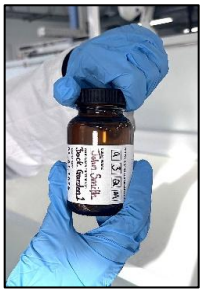
Please Note:

- 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.

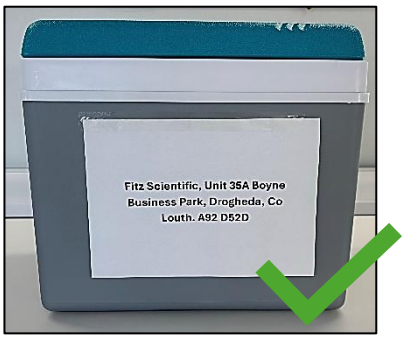
The amber glass jar lids should be twisted tightly and packed with padding, so they don't shift and break inside of the courier van.

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).



Asbestos

- Samples coming in for **only asbestos** analysis must be double bagged and placed inside white tub, labelled clearly as potentially containing asbestos.
- Samples requiring analysis as part of a suite do not require this.





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

Hazardous Materials and Hazardous Content

Customers are required to complete the attached form on the final page (page 6) for new waste, solid or soil samples

Customers are required to declare if samples have any hazardous properties.

Fitz Scientific requires this information so that our personnel can handle samples safely.

Currently we do not handle the following hazardous samples:

- Human waste samples
- Animal waste
- Hospital waste or any biohazardous waste
- Radioactive waste
- Samples containing known asbestos material
- Chemically unstable material that can cause any harm if manipulated

Declaration form

Non-Hazardous Content Declaration for New Waste / Solid Streams

We _____confirm the attached solid / soil samples do not contain hazardous properties that are known in advance of testing and do not contain any of the following:

- Human waste samples
- Animal waste
- Hospital waste or any biohazardous waste
- Radioactive waste
- Samples containing known asbestos material
- Chemically unstable material that can cause any harm if manipulated

Name: _____

Position: _____

Company Name: _____

Date: __ / __ / ____

PLEASE SIGN AND RETURN THIS DECLARATION FORM ALONG WITH THE SAMPLES BEING SUBMITTED.