

Waterlab (Pty) Ltd
Client Information – Water Department

Date	
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Contact person	
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Address		Company	
		Order number	
		VAT reg number	

Telephone number	
Cellphone number	
Email address	
Email address (Additional contacts)	

Please select methods by which reports/invoices should be sent:		
	Email	By hand
Report		
Invoice		

Number of samples:			
Sample type/description (potable, sewage, environmental, industrial)			
Sample conditions acceptable	Y	N	Details:
Sample temp acceptable	Y	N	Details: Refer to WLAB/021/Microbiology Analyses/Form
Sample ID provided on bottle by client	Y	N	If not on bottle we will use "Water sample" as ID
If a deviation is identified, should the laboratory continue with the analysis? (If Y, please initial)			
Samples received by:		Signature:	

Analyses required: Please supply analytical requirements below, or provide list/quote, or indicate on page 2

Any microbiological analyses required?				
Date sampled		Time of sampling		Time of arrival
Bacteriological analysis needs to be done within 24 hours after sampling. Do you give us permission to continue with the analyses if the samples are out of this time spec				Y N N/A

Do you give Waterlab consent to repeat analysis, if necessary	Y	N	Initial:
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Kindly take note of the following:

Confidentiality policy: Results will only be available or released to the client who requested the analytical results or the client responsible for the payment, unless written consent is provided, allowing Waterlab (Pty) Ltd to release results to a third party.

As an accredited laboratory, there is a possibility that external parties such as SANAS might have access to your information during audits and assessments, however, they are bound to confidentiality by our Non-Disclosure Agreement.

Decision Rule: If the result exceeds compliance limit it is deemed non-compliant.

Payment policy: COD clients will be notified on completion of analyses. Results will only be released when the account is settled in full.

Order number: Where applicable, please provide a company order number with delivery of samples.

Client signature	
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Please note that our average turnaround time is in the order of 2 weeks. Certain analyses, however, take up to 4 weeks to complete. Alternative deadlines must be arranged in writing, in advance with management.

This document is printed on both sides: P.T

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Mark required analyses

Chemical Parameters		Metals ICP					
pH		Sodium	Na		Niobium*	Nb	
Electrical Conductivity		Potassium	K		Neodymium*	Nd	
Total Dissolved Solids		Calcium	Ca		Nickel	Ni	
Suspended Solids		Magnesium	Mg		Osmium*	Os	
Colour		Silver*	Ag		Phosphorus*	P	
Taste*		Aluminium	Al		Lead	Pb	
Odour*		Arsenic	As		Palladium*	Pd	
Turbidity		Gold*	Au		Praseodymium*	Pr	
Total Alkalinity		Boron	B		Platinum*	Pt	
^[1] Carbonate Alkalinity/Carbonate		Barium	Ba		Rubidium*	Rb	
^[1] Bicarbonate Alkalinity/Bicarbonate		Beryllium*	Be		Rhodium	Rh	
^[1] Hydroxide Alkalinity/Hydroxide		Bismuth*	Bi		Ruthenium*	Ru	
Ammonia-N		Cadmium	Cd		Antimony	Sb	
Nitrate-N		Cerium*	Ce		Scandium*	Sc	
Nitrite-N		Cobalt	Co		Selenium	Se	
Total Phosphate-P		Chromium	Cr		Silicon*	Si	
Ortho-Phosphate-P		Caesium*	Cs		Samarium*	Sm	
Chloride		Copper	Cu		Tin*	Sn	
Sulphate		Dysprosium*	Dy		Strontium*	Sr	
Fluoride		Erbium*	Er		Tantalum*	Ta	
^[s] Bromide		Europium*	Eu		Terbium*	Tb	
Total Coliform Bacteria		Iron	Fe		Tellurium*	Te	
Faecal Coliform Bacteria		Galium*	Ga		Thorium*	Th	
<i>E. coli</i>		Gadolinium*	Gd		Titanium*	Ti	
Heterotrophic Plate Count		Germanium*	Ge		Thallium*	Tl	
^[s] Legionella		Hafnium*	Hf		Thulium*	Tm	
Dissolved Organic Carbon		Mercury	Hg		Uranium	U	
Total Organic Carbon		Holmium*	Ho		Vanadium	V	
COD		Indium*	In		Tungsten*	W	
BOD*		Iridium*	Ir		Yttrium*	Y	
Oxygen Absorbed*		Lanthanum*	La		Ytterbium*	Yb	
^[1] Sludge Volume Index*		Lithium*	Li		Zinc	Zn	
Solids – Settleable*		Lutetium*	Lu		Zirconium*	Zr	
Solids – Volatile*		Manganese	Mn				
Sugar*		Molybdenum*	Mo				
^[s] Surfactants*		ICP Scan					
Volatile Fatty Acids*		ICP Full Quant					
^[s] TPH & BTEX							
^[s] VOC							
^[s] PAH		Metals not by ICP					
^[s] Tri-Halomethanes		Hexavalent Chromium					
Phenol*							
Oil & Grease							
Cyanide – Free*		Other:					
^[s] Cyanide – Total							
Chlorophyll-a*							
^[s] Algae Identification/count							

^[s]**Analyses conducted by sub-contracting laboratories**

^[1]Additional analyses required for calculations.

*** = Not SANAS Accredited**

Tests marked “Not SANAS Accredited” in this document are not included in the SANAS Schedule of Accreditation for this Laboratory.

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