

STANDARD OPERATING PROCEDURES
DIVISION OF COMPARATIVE MEDICINE
UNIVERSITY OF SOUTH FLORIDA

SOP#: 1014.6

Date Issued: 1/07

Date Revised: 1/20

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TITLE:	Monitoring Animal Drinking Water Quality
SCOPE:	Animal Care Personnel
RESPONSIBILITY:	Facility Manager and Technical Staff
PURPOSE:	To Outline the Proper Procedures for Collecting, Processing, and Testing Animal Drinking Water Quality

I. PURPOSE

1. To describe the procedures for assuring the quality of potable water for research animals housed in animal facilities under the direction of the Division of Comparative Medicine.

II. RESPONSIBILITY

1. Facility Managers are responsible for the quarterly assessment of water quality using a AccuPoint Luminometer. Water testing will be conducted during the months of March, June, September, and December and the results of testing reported to the Assistant Director.
2. The Assistant Director is responsible for reviewing and maintaining the results of water sample testing, ensuring that water sampling is performed by the methods and at the frequency described in this procedure and oversight of any follow-up testing in response to failed tests.
3. The Assistant Director maintains a copy of the annual water quality report obtained from the City of Tampa Water Department, and all facility records of ap(p02(o).1()TJ 0 Tc 0 m9l)]8 Tw 11.3(v1.

3. Sample bags are sterile and contain a chlorine neutralizer (white tablet). **DO NOT TOUCH THE OPENING OR INSIDE SURFACES OF THE BAG. DO NOT REMOVE THE WHITE TABLET.**
4. Before collecting the sample **remove any aerators or other devices from the faucet or hose bib.**
5. **Flush line or the water manifold by running water for at least 5 minutes.**
6. **Do not to rinse the sample container** or closure.
7. **Adjust water flow** to the diameter of a pencil.
8. **DO NOT ALLOW FAUCET TO TOUCH THE INNER SURFACES** of the container.
9. **Fill sample to the upper fill line of the container.**
10. **Label the sample** with the location/ site and date using waterproof ink.
11. **All samples must be stored in a cooler with an ice pack(s) or in a refrigerator if unable to sample immediately.** DO NOT use wet ice. Samples are only valid up to 30 hours after collection. Placing the submittal form in a plastic bag in the cooler will prevent the paper from getting wet in transit. Do not store samples in a hot vehicle or in sunlight.

Sample Submission

1. **Up to 7 sample points may be submitted per submission form.**
2. **Submit a separate submission form for each type of testing requested.** Samples for HPC on one form, samples for total coliform on another form.
3. Samples will be evaluated using an onsite environmental laboratory technician as contracted by Environmental Health and Safety or shipped to offsite testing lab as directed by management.

Test Results

1. Test results are reviewed and maintained by the Assistant Director.
2. When results of retesting the water sample/system are out of normal limits, the Assistant Director or their designee will be responsible for evaluating the water system and flushing procedures, and taking appropriate corrective action(s) until the system is within appropriate range
3. Retesting and corrective action(s) should be documented and maintained by the Assistant Director with the water quality reports/records.

Approved:

Date: