

Sample Submission

Suggested Sampling Instructions for Non-Food Contact Surfaces

Personnel should thoroughly wash hands with soap and water before and after sample collection.

Materials:

1. Whirl-Pak Bag, Sterile Sponge (pre-wetted), Sterile Gloves (Pre-packaged) 1 per sampling site.
2. Predetermined sampling site of approximately 10" x 10" (100 in²), for more intricate surface areas, an equivalent area estimation or a "per part" sample is acceptable.
3. Permanent Ink Marker.

Procedure:

1. Separate the glove/sponge portion from the sponge Whirl-Pak at the perforation.
2. Tear off the clear, perforated strip at the top of the Whirl-Pak bag.
3. Put on the sterile glove.
 - Aseptically remove the sterile glove from the pouch by the top edge without contaminating.
 - Remove a glove by holding it from the wrist-side opening. Avoid any contact with the outer surface of the glove. Insert clean hand into glove, taking care not to puncture the glove.
4. Open the bag containing the sponge, wearing sterile gloves, being careful not to touch sponge to anything but the gloved hand.
5. With gloved hand, remove sponge from the bag.
6. Using firm, even pressure move sponge slowly and thoroughly over sampling area. First horizontally, then vertically.
7. Return sponge back to Whirl-Pak bag taking care not to contaminate the sponge or the bag with the ungloved hand.
8. Close the bag by folding the top down three times and bending the wire ends over onto the bag.
9. Label the sample using a permanent ink marker.
10. Keep sample(s) at a refrigerated temperature (35°-40°F) until it is submitted to the laboratory for analysis.

Suggested Sampling Instructions for Food Contact Surfaces

Personnel should wash hands thoroughly with soap and water before and after sample collection.

Materials:

1. Environmental swab with Neutralizing Solution (1 per sampling site).
2. Permanent Ink Marker.
3. Predetermined sampling site of approximately 4" x 4" (~ 100 cm²), or for more intricate surface areas, an equivalent area estimation or a "per part" sample is acceptable.
4. Gloves (non-sterile).

Procedure:

1. With gloves on, remove swab from sterile packaging.
2. Carefully unscrew cap of sampling device – swab is attached to the lid of the cap.
3. Gently press out excess solution from sampling swab by pressing the swab against the inside wall of the tube with a rolling motion.
4. Hold swab at an approximate 30° angle from the sampling surface, taking care not to contaminate any part of the swab or the sampling site.
5. Using firm, even pressure move the swab slowly and thoroughly over the entire sampling area, rewetting the swab tip with the Neutralizing Solution as needed. First horizontally, then vertically.
6. After sampling is complete, carefully put swab back into vial and close cap tight.
7. Label the sample using a permanent ink marker.
8. Keep sample(s) at a refrigerated temperature (35° – 40°F) until it is submitted to the laboratory for analysis.

Shipping Instructions to Prevent Spoilage and Maintain Product Integrity

During shipping, insulation (shipping containers) and refrigerants are key to preserving products, with the proper combination of insulation and refrigerants, you can maintain products within specific temperature ranges.

Materials:

1. Insulated Shipping Container.
2. Refrigerants (gel, ice, dry ice, etc.).

Procedure:

1. Package shipments to withstand handling in different orientations.
2. Use a refrigerant that will keep products within the required temperature range. Use gel coolants for refrigerating products and dry ice for frozen products.
3. Use insulated foam containers with a minimum of 1-1/2"-thick walls.
4. Bag perishable products that can melt or thaw, or shipments that contain liquid, using minimum 2-mil watertight plastic bags.
5. Place foam containers inside sturdy outer containers.
6. Ship perishable samples overnight.
7. Avoid shipment of perishable items on days that will require transit on a weekend or over a holiday period.