

LABORATORY SERVICE REQUEST (LSR) - WATER TESTING

CLIENT INFO

(**Instructions:** Use ONE form for each group of similar samples requiring the same storage, handling, analyses, and compliance. Fill in the form as completely as possible. Submit the form along with sample(s). Initiation of sample analysis will be delayed if form is not complete.)

Sponsor: (Send Report To)		<input type="checkbox"/> Invoice To: (Check Box if same as Sponsor)
Contact Name:	AP Contact Name:	
Company Name:	Company Name:	
Address:	Address:	
City/State/Zip:	City/State/Zip:	
Country:	Country:	
Phone:	Fax:	
Email:		
PBL Quote Number:	Client P.O. Number:	

TEST ARTICLE INFO

Test Article ID (Please use the exact wording you want to appear in the final report.)

Physical Description:

Device Solid Liquid Powder Gel Other:

Quantity:	Part Number:
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Expiration Date:	Sample Code:	Lot No.:
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Storage Condition: <input type="checkbox"/> 20 to 25°C <input type="checkbox"/> 2 to 8°C <input type="checkbox"/> -16 to -24°C <input type="checkbox"/> -60 to -80°C	Controlled Substance: <input type="checkbox"/> No <input type="checkbox"/> Yes Schedule: _____	Hazardous: <i>(include MSDS if samples are hazardous, client will incur charges for disposal of hazards.)</i> <input type="checkbox"/> Not Hazardous <input type="checkbox"/> Reactive <input type="checkbox"/> Biohazard <input type="checkbox"/> Toxic <input type="checkbox"/> Other:	Sample Disposition: (Check one box) (Samples will be discarded 30 days after report unless otherwise indicated) <input type="checkbox"/> Dispose in Municipal waste <input type="checkbox"/> Dispose in Hazardous waste <input type="checkbox"/> Return to Sender Carrier: _____ Account #: _____
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SERVICE INFO

Regulatory Treatment: Non-regulatory cGMP GLP (*GLP will incur an additional fee*)

Rush Services: No Yes (will incur a 50% surcharge)

Report Format: PDF (no charge) Paper Paper and PDF (\$6.00 charge for paper copy)

Archive Options:
All paper records will be scanned and stored at PBL indefinitely by a system that is validated to comply with GMP and GLP regulations.
If no box is checked the default option will apply:

Paper Records

Discard after one year (Non GLP Default)

Return to Client after one year (GLP Default) - shipping charges apply.

Return immediately to Client at study completion - shipping charges apply.

Extended storage by PBL after one year - Invoiced annually per Fee Schedule at www.PacificBioLabs.com/archivefeeschedule.asp

TEST PROCEDURE

Total Organic Carbon and Conductivity Tests:

NOTE: (*For samples not expected to meet USP specifications or for testing "for information only" purposes. please see General Water Testing below*)

USP Total Organic Carbon

USP Conductivity: Specify Type of Water: Packaged Water Bulk Water

General Water Testing: (Cleaning Validations, Swab Samples, Tap Water)

NOTE: (*Testing will be conducted according to USP General chapters <643> (Total Organic Carbon) and <645> (Water Conductivity). The final report will contain no references to a specification or to a "conforms/fails" status and no out-of-specification investigation will be performed. It is the client's responsibility to consult the USP General Chapters to determine the status of results.*)

General Total Organic Carbon Test

General Conductivity Test

Microbial Test

Total Heterotrophic Plate Count: By Membrane Filtration By Pour Plate

 Amount to be tested: 1 mL 10 mL 100 mL Other: _____

 Specify Medium: PCA R2A (for slow growing microorganisms)

Total Coliform by Membrane Filtration

Pseudomonas aeruginosa by Membrane Filtration

 Amount to be tested: 100 mL 50 mL 10 mL Other: _____

Bacterial Endotoxin (LAL) USP/EP/JP Chromogenic Method:

 Specify Limit: 0.25 EU/mL 0.5 EU/mL

0.25 IU/mL 0.5 IU/mL

Particulate Matter Test

Light Obscuration Method

Microscopic Method

OTHER TESTS/SPECIAL INSTRUCTIONS:

TESTING AUTHORIZED BY (Please Sign): _____ DATE: _____

(Signature and date, or electronic signature is required for testing to begin; unsigned LSR forms will not be processed)

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Sample Submission Procedure

TOC

Samples for TOC testing should be collected into (2) 40 mL TOC (Special septum cap) glass vials. (1 for test, 1 extra). If the spigot will be cleaned with an organic solvent for micro sampling, make sure that the TOC sample is taken prior to cleaning. Organic solvents may provide out of specification results. Open the tap and allow the interior surface to be cleaned by a flush of water. Fill the sample vial with fluid, then discard; repeating 3 times prior to filling the vial with the water for testing. Document the appropriate sample ID (location), date and time of sampling for your records, on the LSR (Laboratory Service Request) form and on each vial. Maintain samples at 2-8°C. Do not freeze.

Pacific BioLabs Sampling Supplies: TOC Sample Vials, 40 mL

Conductivity

Please submit 1,000 mL per test. Document the appropriate ID (location), date and time of sampling for your records, on the LSR (Laboratory Service Request) form and on each bottle. These samples do not have to be refrigerated.

Pacific BioLabs Sampling Supplies: Polycarbonate Bottle, 1 Liter or Glass Bottle with Teflon Lined Cap, 1 Liter

Microbiological Analyses

Please submit 120 mL per microbiological analysis. This testing must be performed within 48 hours of the sample collection time in order to receive accurate microbial counts. Please collect the sample(s) as late in the day as possible. Ship the sample(s) for Next-Day delivery by 8:00 AM (if at all possible). This will help to ensure that your samples are received, processed into the lab and the testing performed within the allotted time frame. Document the appropriate ID (location), date and time of sampling for your records, on the LSR (Laboratory Service Request) form and on each specimen cup. Maintain samples at 2-8°C. Do not freeze.

Total Heterotrophic Plate Count - Please specify amount of sample submitted that Pacific BioLabs is to test.

Pacific BioLabs Sampling Supplies: Specimen Cups, Sterile, 120 mL

Bacterial Endotoxin

Please indicate your endotoxin limit on your paperwork. The USP does not state an endotoxin limit for purified water. Fill 1 sterile, non-pyrogenic 15 mL test tube to capacity. Document the appropriate ID (location), date and time of sampling for your records, on the LSR (Laboratory Service Request) form and on each tube. Maintain samples at 2-8°C. Do not freeze.

Pacific BioLabs Sampling Supplies: Test Tubes, Sterile, Non-pyrogenic, 15 mL

Particulate Matter

Samples for particulate are generally stored and shipped at the normal storage conditions for the product. Please indicate on your paperwork if you would like us to perform the test with the light obscuration or microscopic method. Samples should be taken in pre-cleaned containers for bulk product. All other samples are sent in the regular packaging. For products that are < 25 mL each container, the USP requires a minimum of 10 pooled containers with a total volume of not less than 20 mL. Products that are greater than/equal to 25 mL each may be tested individually but are reported per container as required for small volume samples. If you expect your sample to fail the light obscuration test, please submit double this amount since this method uses 15 mL and we will need to request additional sample in order to perform the microscopic method.

Please note that Pacific BioLabs subcontracts this testing to a Pacific BioLabs audited facility.