

Completing a Paracel Laboratories Chain of Custody Form

Asbestos

Project Reference

➤ If applicable, enter a **Project** name and/or number, site location, etc. that you are associating with this submission.

Quote

➤ If you have received **quoted** pricing that applies to this submission then enter the Paracel quotation number here.

Purchase Order (PO)

➤ Enter a **PO#** if you require one for invoice processing.

Email Address

➤ Paracel will send your analytical report by email. Please indicate the email addresses of all contacts that require a copy of the report.

Contact Information

➤ Complete your contact information by telling us your company name (i.e. **Client Name**), **Contact Name**, **Address** and **Telephone** number.

Matrix

➤ Indicate the **Matrix** (i.e. media) the samples were collected on.

Required Analysis

➤ Indicate the analyses required for your samples submitted.

➤ Polarized Light Microscopy (**PLM**) is used in the asbestos analysis of building materials or bulk samples.

➤ Phase Contrast Microscopy (**PCM**) is used in the asbestos analysis of air samples.

➤ **Chatfield** is a recommended method used for **vermiculite** insulation analysis.

Sample ID

➤ Specify the sample **identification/name** that you want us to report for your samples.

➤ Each individual sample must have a **unique** identification and must match to what is written on the sample bag/media.

Comments

➤ Comment on any additional information and/or precautions that will assist us to effectively and safely process your submission.

Relinquish

➤ Complete the Chain of Custody by **signing, printing** and indicating the **date and time** when you relinquish your samples to Paracel.

Sampling Date

➤ Let us know the **date** when the samples were taken so we are able to process your samples within the regulatory holding times.

Air Volume

➤ For air samples, please indicate the total litres of **air volume** drawn through the sampling media (i.e. **PCM** cassette).

Positive Stop?

➤ If a sample in a group is found to be **positive** for asbestos then the rest of the samples in that group will not be tested.

➤ Please make sure you **clearly identify** the positive stop groups.

Turnaround Time (TAT)

➤ This is the time from when samples are received by Paracel to the reporting of your results. Sample receipt is defined as received by any Paracel laboratory, depot, or sample pickup technician.

➤ Check off a **TAT** option or be specific and indicate the actual date you require your report.

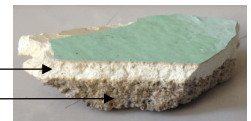
Regulatory Guideline

➤ To ensure your analytical requirements are met, please indicate the provincial **regulatory guideline** that your results will be compared to.

Identification of Distinct Building Materials

➤ If you need to know the asbestos content of only a specific material(s) then **specify each distinct building material** to be tested. We will report a result for each material listed only.

➤ If this is left **blank** OR if noted as 'All', Paracel will analyse/report each separable material identified during analysis as individual samples, in accordance with **EPA 600/R-93/116**, at an additional cost.




White Plaster
Grey Plaster

Eg. A sample consisting of distinct building materials

Combine Identified Materials?

➤ If you want separable materials to be analysed by Paracel as individual samples, per **EPA 600/R-93/116**, then do not check this box.

➤ Otherwise, a checkmark here will tell us that you want the sample to be combined into one **uniform mixture**, regardless of separable materials present, for analysis/reporting as a single sample.



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Chain of Custody (Lab Use Only)

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Client Name: <i>Acme Company of Canada Ltd.</i>		Project Reference: <i>16-1234-D55 South Building</i>	
Contact Name: <i>Jane Doe</i>		Quote #: <i>16-999</i>	
Address: <i>123 Main Street Somewhere, ON, M9M 9M9</i>		PO #: <i>98756</i>	
Telephone: <i>(555) 555-1234</i>		Email Address: <i>jane.doe@acmecompany.com john.qpublic@acmecompany.com</i>	

ASBESTOS & MOLD ANALYSIS

Matrix: Air Bulk Tape Lift Swab Other

Regulatory Guideline: ON QC AB SK Other: _____

Analyses: Microscopic Mold Culturable Mold Bacteria GRAM PCM Asbestos PLM Asbestos Chatfield Asbestos TEM Asbestos

Paracel Order Number:		Asbestos - Bulk				
Sample ID	Sampling Date	Air Volume (L)	Analysis Required	Identify Distinct Building Materials to Be Analyzed * see below	Combine Identified Materials? **see below	Positive Stop?
1	<i>STC1-a</i>	<i>Nov. 21/16</i>	<i>PLM</i>	<i>Stucco</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2	<i>STC1-b</i>	<i>Nov. 21/16</i>	<i>PLM</i>	<i>Stucco</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3	<i>STC1-c</i>	<i>Nov. 21/16</i>	<i>PLM</i>	<i>Stucco</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4	<i>Kitchen</i>	<i>Nov. 21/16</i>	<i>PLM</i>	<i>White Plaster / Grey Plaster</i>	<input type="checkbox"/>	<input type="checkbox"/>
5	<i>Hallway</i>	<i>Nov. 21/16</i>	<i>PLM</i>	<i>Drywall / Drywall Joint Compound</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6	<i>Attic-Front</i>	<i>Nov. 21/16</i>	<i>Chatfield</i>	<i>Vermiculite</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
7	<i>Attic-Middle</i>	<i>Nov. 21/16</i>	<i>Chatfield</i>	<i>Vermiculite</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
8	<i>Attic-Back</i>	<i>Nov. 21/16</i>	<i>Chatfield</i>	<i>Vermiculite</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
9	<i>Storage Room</i>	<i>Nov. 21/16</i>	<i>2400</i>	<i>PCM</i>	<input type="checkbox"/>	<input type="checkbox"/>
10	<i>Blank 1</i>	<i>Nov. 21/16</i>	<i>-</i>	<i>PCM</i>	<input type="checkbox"/>	<input type="checkbox"/>
11	<i>Blank 2</i>	<i>Nov. 21/16</i>	<i>-</i>	<i>PCM</i>	<input type="checkbox"/>	<input type="checkbox"/>
12					<input type="checkbox"/>	<input type="checkbox"/>

* If left blank, Paracel will analyze all materials identified during analysis ** If left blank, Paracel will analyze all materials as individual samples (at additional cost) per EPA 600/R-93/116

Comments: *Please hold PCM blanks*

Relinquished By (Sign): <i>Jane Doe</i>	Received at Depot:	Received at Lab:	Verified By:
Relinquished By (Print): <i>Jane Doe</i>	Date/Time: <i>Nov. 21, 2016 11:30 am</i>	Date/Time:	Date/Time:

If you have any questions in regards to completing this form, please do not hesitate to contact Paracel's Service Team at 1-800-749-1947 or by email at paracel@paracellabs.com