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**Overview**

This standard is about collecting samples. You will be expected to plan a sampling exercise, select the appropriate equipment, collect, label the samples and transport them to the laboratory. You will be expected to work to the laid down procedures, ensuring the integrity of the samples at all times.

Applying the correct sampling methods is essential in ensuring the integrity of any analysis. Planning and executing a sampling exercise requires attention to detail to ensuring that representative samples are returned to the laboratory. The ability to trace all work from beginning to end, attributing all results to the correct samples is a fundamental requirement of many facilities. You will be expected to use the correct sampling equipment and methods to ensure any future analysis will be valid.

You will be expected to be knowledgeable on the requirements of the sampling equipment and methods. Whilst you may not take all types of samples you will be expected to know how to take gas, liquid and solid samples. You will have some authority to make decisions on routine issues that might arise. More complex issues should be referred to senior personnel.

Who is this standard for

This standard is intended for technicians who would be operating with some level of autonomy, but who may not have a supervisory role.

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**Performance**

**criteria**

- You must be able to:
- P1 ensure that your work is carried out in accordance with workplace procedures
  - P2 identify the conditions/requirements for the scientific or technical sampling to be done
  - P3 select the appropriate sampling method(s), decide on the sampling plan and prepare the resources needed
  - P4 carry out the required sampling according with the correct procedures
  - P5 label, package and store the collected samples in accordance with the correct procedures
  - P6 communicate the required information about the work done, to authorised people, in accordance with departmental and organisational procedures

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**Knowledge and understanding**

**You need to know and understand:**

- K1 the health and safety requirements of the area in which you are carrying out the activities
- K2 the legal and regulatory frameworks within which you are working and the implications of failing to comply with either
- K3 the correct procedures for the work you are carrying out
- K4 the lines of communication and responsibilities in your department, and their links with the rest of the organisation
- K5 the limits of your own authority and to whom you should report if you have problems that you cannot resolve
- K6 the principles and procedures for sampling
- K7 the range of equipment and methods used for taking gas, liquid and solid samples
- K8 how to identify defective sampling equipment and the appropriate action to take
- K9 the methods that can be used for controlling sample variables
- K10 the range of methods used for labelling, packaging, handling and storing of samples
- K11 the sample records system

## COGLS303

### Plan and collect samples for testing in life sciences and related industries



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