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## Overview

This standard is about your contribution to taking samples for analysis.

This standard deals with the following:

- 1 Prepare to take samples
- 2 Take samples

During this work you must take account of the relevant operational requirements and safe working practices **AS THEY APPLY TO YOU**.

This is suitable for those working in the downstream fuel environment.

Previous Version:

Adapted from Unit 6 of Refinery Field Operations NOS – version April 2005

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## Performance criteria

- You must be able to:*
- P1 inform appropriate people that samples are being taken
  - P2 properly obtain containers appropriate for the sample material
  - P3 ensure that containers obtained are fit for purpose before use
  - P4 properly obtain appropriate clothing and equipment
  - P5 identify the location of the nearest safety equipment
  - P6 comply with the requirements stated in the appropriate documentation
  - P7 take samples using the appropriate specified method
  - P8 minimise the potential hazards according to the nature of the sample
  - P9 take samples which match the schedule instructions
  - P10 ensure that samples taken are representative
  - P11 ensure that the integrity of the sample is maintained
  - P12 complete all relevant documentation
  - P13 ensure that the sample is fully identified by recording and labelling and promptly taken to the designated point
  - P14 leave sample points in a clean and safe condition ready for re-use
  - P15 work safely in accordance with operational and statutory requirements

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## Knowledge and understanding

- You need to know and understand:*
- K1 the need for appropriate personal protective equipment (PPE)
  - K2 the importance of well maintained equipment
  - K3 the importance of informing the appropriate people
  - K4 the different types of container used and their specific uses
  - K5 how to access and interpret the appropriate documentation
  - K6 the potential incidents which might occur while taking samples and the actions required
  - K7 the importance of matching schedule and instructions when sampling and analysing
  - K8 how to take samples in the most time-economical manner
  - K9 how to maintain sample integrity
  - K10 the consequences of not following the sampling procedure
  - K11 the reasons for not taking samples according to schedule

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