**Preservation and Neutralization Checks on Ammonia and Phosphorus Samples [Version 6/30/23]**

* Checks need to be done **at least quarterly** (if there is a large industrial component to samples or if the plant processes have changed significantly, check pH more frequently).
* All ammonia and phosphorus samples need to be preserved with sulfuric acid to a pH <2 within 15 minutes of collection unless analyzed within 15 minutes of collection.
* Samples run with the Hach kits need to be adjusted with sodium hydroxide to a pH of about 6 – 8 just before they are run.

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| Date | Initials | Influent pH – Preserved (<2) | Effluent pH – Preserved (<2) | Influent pH – Neutralized (6-8)  (Hach only) | Effluent pH – Neutralized (6-8)  (Hach only) |
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This form is only a guide, and it is the lab’s responsibility to ensure that requirements are met.