
Sampling and Shipment Procedures

1) Sampling

Before sampling wet the area using a spray bottle, so that asbestos dust will not spread in the air. Please collect material for analysis in a Ziploc bag. Remove excess air from the bag and seal, making sure air cannot escape. For sharp samples, double bag them. Be sure to wash your hand after sampling. In case it is difficult to find Ziploc bags, please let us know and we can mail bags to you.

2) Labelling

Please make sure to write down the sampling location, time and description on the Ziploc bag. This will help you when you fill out the COC.

3) Filling out Request Form, Chain of Custody (COC)

- a) Download a COC from www.efa.co.jp. Fill out your company name, address, point of contact on the top left corner.
- b) Write the name of the building in appropriate field.
- c) If the name that should appear on the report or the address the report should be sent to is different, please specify in “Report addressee” and “Sending address” respectively.
- d) Fill out the “Sample ID”, “Date Sampled” and “Sample location and description” fields. Please make sure that your sample ID corresponds with the sample ID on the Ziploc bag. If you have more than 10 samples, please use a second COC.
- e) If you need the results on a specific day, please specify the date.
- f) Choose the prefer contact method for results. In the case of email, please enter your email address.
- g) The sampler should sign the field “Sampler” with the sampled date.
- h) The sender should sign the field “Relinquished by” with the sent date.

Once the samples have been properly packaged and COC filled out, please send them to the address below. If you have any questions about us or the shipment procedure, please contact us under lab@efa.co.jp or call us 03-3526-5677.