

# Sample Collection Guidelines for Mill Quality Assurance

## Sampling at the Mixer

A total of two pounds of product are necessary for analysis and sample retain.

Do not collect from the first 100 pounds or the last 100 pounds of the run.

Using a ladle, collect a scoop of product from the initial mixer discharge and place into a clean collection pail. Repeat every 20 seconds throughout the mixer unloading process. *Note: If you are sampling a smaller load, i.e. less than one ton, use 10-second increments.*

When the run is complete, **thoroughly** mix the contents in the collection pail.

Dump contents onto clean, flat surface. Divide contents into two piles of equal size. Each pile is now a complete sample.

Place one sample into a Rock River Laboratory sample analysis bag; place the other sample into a sample retain bag. Label each bag accordingly.

Attach the product labels to each bag.



Place Rock River Laboratory sample bag into drop box located on mill property. Keep retain sample bag in designated area for future reference.

*One pound of material in a quart-sized bag (pictured) is needed for both sample analysis and sample retain.*

## Sampling at the Bagger

A total of two pounds of product are necessary for analysis and sample retain.

Do not collect the first five or last five bags of the run.

Beginning with the sixth bag, take a handful or small scoop of product and place into a clean collection pail. Repeat every 20 bags. *Note: If you are sampling a smaller load, i.e. less than one ton, use 10-bag increments.*

When the run is complete, **thoroughly** mix the contents in the collection pail.

Dump contents onto clean, flat surface. Divide contents into two piles of equal size. Each pile is now a complete sample.

Place one sample into a Rock River Laboratory sample analysis bag; place the other sample into a sample retain bag. Label each bag accordingly.

Attach the product labels to each bag.

Place Rock River Laboratory sample bag into drop box located on mill property. Keep retain sample bag in designated area for future reference.

## Sampling at the Truck

A total of two pounds of product are necessary for analysis and sample retain.

Avoid collecting from the very beginning and very end of hopper discharge.

Using a ladle, collect four scoops of product per hopper and place scoops into a clean collection pail. Collect the scoops during the beginning, middle, and end of the discharge stream. *\*If the same ingredient is contained in each truck hopper, collect only two scoops per hopper, per truck.*

When the discharge is complete, **thoroughly** mix the contents in the collection pail.

Dump contents onto clean, flat surface. Divide contents into two piles of equal size. Each pile is now a complete sample.

Place one sample into a Rock River Laboratory sample analysis bag; place the other sample into a sample retain bag. Label each bag accordingly.

Attach the product labels to both bags.

Place Rock River Laboratory sample bag into drop box located on mill property. Keep retain sample bag in designated area for future reference.

Note: The instructions in this document are intended as guidelines only. When collecting samples, always follow proper safety procedures and training protocols set forth by your employer.