**NJDEP/Bureau of Safe Drinking Water**

**E2 Sample Rejection Form**

**Notes:**

* Positive Coliform or PB/CU sample rejection requests MUST include chain of custody (COC) and lab report record information.
* PB/CU rejection requests (other than those due to typographical errors) MUST include a written explanation and/or documentation from the water system detailing why the rejection is being requested.
* PB/CU Tier classification changes must be submitted by the water system to the Water Supply Email Box at [watersupply@dep.nj.gov](mailto:watersupply@dep.nj.gov).

**Please provide the following information to expedite your E2 sample rejection request:**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| PWSID Number: |  | | | | | | System Name: | |  | |
| Submitted by (name): | | | |  | | | | | | |
| Lab Name/Certification number: | | | | | |  | | | | |
| Submission ID: |  | | | | | | | Collection Date(s): | |  |
| Sample Point ID(s): | | |  | | | | | | | |
| Lab Sample ID(s): | |  | | | | | | | | |
| Analyte(s) to be rejected: | | | | |  | | | | | |

**Reason For Rejection Request :**

Requests due to *Typographical* Errors:

Incorrect PWSID

Submitted PWSID:

Correct PWSID:

Incorrect Sample Point

Submitted Sample Point:

Correct Sample Point:

Incorrect Sample Result

Submitted Result:

Correct Result:

Incorrect Sample Date

Submitted Date:

Correct Date:

Sample Data Was Not For Compliance (MUST INCLUDE Chain of Custody AND Lab Report)

Sample Number Used Was Not Unique

Other (Please explain):

\*\*The Bureau of Safe Drinking Water receives numerous sample rejection requests due to minor transcription errors. Please be reminded of regulation N.J.A.C. 7:18-5.6 (e) "The laboratory shall check all results reported on final report forms against original data to make sure there are no transcription errors." The Office of Quality Assurance has access to our sample rejection records and may audit any of these rejection requests and/or laboratory internal records.\*\*