



Sample Submittal FAQ

Who We Are—The Center for Environmental Sciences and Engineering (CESE) at the University of Connecticut is a full-service research and analytical chemistry facility, supporting the needs of academic, government, commercial and non-profit organizations. Our state-of-the-art laboratories are staffed by experienced professionals who provide timely analytical results of a high quality, under the umbrella of a comprehensive quality management system, certified by the State of Connecticut Department of Public Health.

How To Contact Us—

For questions regarding sample bottles, pricing, reporting, or sample drop off, call or email the main office:

Phone: 860-486-4015

Email: environment@uconn.edu

For specific questions related to sample analysis or expedited turnaround times, contact Chris Perkins, Laboratory Director
Christopher.perkins@uconn.edu

Sample Drop Off Hours— CESE is open to receive samples Monday-Friday between 9:00-4:30. Sample drop-off may be available outside of normal hours with prior approval.

How to Obtain Sample Bottles— CESE does not charge for sample bottles; however, we do not have a courier service, nor do we ship them to clients. Sample bottles can be picked up during our regular business hours. It is recommended to contact CESE in advance.

How to Submit Samples— There are several options for transporting your samples to the lab for testing. You may physically drop off your samples at the lab on the UConn campus or

send them courier using next day service (UPS or FedEx). To ensure sample integrity, store your samples in a cooler with ice packs until it is delivered to the lab. All samples shipped to the laboratory ought either to be frozen prior to shipment or shipped in a cooler with ice packs. Directions to the laboratories may be found on our web site (<https://environmental-sciences-engineering.center.uconn.edu/>).

Regardless of the method you choose, all samples must be accompanied by a completed chain of custody (CoC). This form contains spaces for the client to provide the required information to correctly handle and process your samples. Required information includes, sample identification, the location, date and time of collection, preservation type, required turnaround time, sample matrix, and analytical tests. The labs may not accept sample submissions with incomplete CoCs. Please contact the laboratories with any questions on how to fill out the CoC. An electronic version of the CoC can be found on our website.

What is Our Standard Turnaround Time—

At CESE we make every attempt to provide results regarding the analysis of samples within a 28-day turnaround time. We may be able to accommodate priority turnaround times (TAT), with prior approval, at an additional charge. For 14-day TAT, there is a 25% surcharge, and for 7-day TAT, a 50% surcharge.

What Type of Data Reports do We Provide?—

CESE can provide customized Electronic Data Deliverables to its customers. Electronic data transfer can be provided in Excel or Adobe PDF. CESE is more than willing to customize the format to meet its customers' needs.