

Oil Sampling Best Practice

Purpose

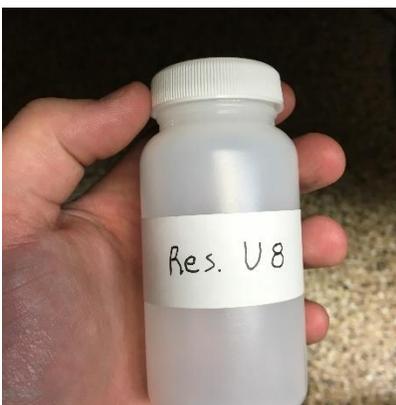
This document is intended to lay out proper techniques of sampling oils from reservoirs, gearboxes, and packaged goods. This document is also meant to provide best practices that ensure clean and uncontaminated sampling. Note that a hose should only be used for one given oil type and should be replaced between different oil types.

Procedure

- A. Remove Sampling supplies from controlled storage cabinet.
 - a. Capped sample bottle (in plastic bag)
 - b. Vacuum pump (in plastic bag)
 - c. Fresh sampling hose (in plastic bag)
 - d. Sampling port adaptor (in plastic bag) [if applicable]



- B. Before assembling the apparatus, label the bottles with name of equipment being sampled
 - a. Be as descriptive as possible so that U.S. OilChek® Lab staff member can determine where the sample came from



- C. Assemble hose and pump in a controlled space to reduce the risks of adding contamination to the sampling tools. Wrap with lint free rag during transit to reservoir or tote.
- D. Remove cap from sampling port, reservoir, gearbox, or packaged good.

- E. Remove cap from sample bottle and install bottle to the vacuum pump.
 - a. Be careful to keep any contaminating moisture or particulates out of the sample bottle.
- F. Connect hose to adaptor (if using a sample port, if not place hose into oil) and pull the plunger on the vacuum pump and fill bottle to approximately 4/5 capacity.



- G. Remove sample bottle and replace cap.
 - a. Be careful to keep any contaminating moisture or particulates out of the sample bottle.
- H. Do not remove hose from adaptor (or reservoir, gearbox, or packaged good) until the oil drains back in to the container. Once drained remove hose, clean with lint free cloth, then wrap in cloth.
- I. Move on to next sampling location.
- J. When finished with the sampling of one product (IE ISO 68 Hyd. Oil),
 - a. Throw away sampling hose
 - b. Replace lint free rag
 - c. *If sampling another product (IE ISO 220 EP Gear Oil), replace hose and repeat all steps.
 - d. *If using sample ports ensure the adaptor is dry and free of old oil before moving on.
- K. Place sampling equipment back in controlled storage cabinet when finished
- L. Send sealed sample bottles to U.S. OilChek® Lab

Best Practice Reminders

- Keep all sampling supplies in a controlled space where contaminating particulates and moisture will not come in contact with equipment.
- Ensure sample bottles are sealed when not attached to pump.
- Use lint free rags to ensure unnecessary contamination.
- Be cautious of what may be entering an opened sample bottle, we want the sample to be representative of the oil sampled.