

## Instructions for packing the sewage samples

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When shipping the sewage samples to Denmark, the samples must be packed according to Appendix 3 of the Global Sewage Surveillance protocol.

For packing the sewage samples using received material from DTU, the following description must be followed. Box opening and a list of the contents are described in 1-5 below.

If you use other material for packing the samples, please follow packing description 6-14 below.

**1**

The packing material is received at your institute



**2**

To protect the contents, open the box using scissors



**3**

Do not open the box using a knife



knife → NO!

**4**

Open the box



**5**

Unpack to find the following contents:

- a plastic bag with a polystyrene-box + lid
- polystyrene stuffing
- bottle (or bottles) (each 1 L)
- plastic bag (or bags)
- pads of absorbing material
- a roll of fortified tape (if asked for)
- pH strips
- this information guideline



## 6

Sewage sample is filled into the bottles

The black line marks the maximum level of sewage



## 7

After filling sewage sample into the bottles, close them firmly

Wipe each bottle with ethanol or another disinfectant

Mark each bottle with sample information as indicated in the protocol (sampling procedure)

Place each bottle in a plastic bag

Close the zip



**8**

Place the bottles in the -80 °C freezer at least 48 hours until completely frozen



**9**

Place the sample containers containing the frozen sewage samples in a polystyrene box

Place absorbing material (use both as each can absorb 1L) with the sample containers. There must be enough absorbing material to absorb the full volume of the sewage



**10**

Place the polystyrene box in the large plastic bag

Place the bottles containing the frozen sewage samples in the polystyrene box

Cover with the polystyrene stuffing



**11**

Make sure the box is full, meaning that

- The samples must not move inside the box when 'shaking' the package

- The box must not be too full, but must be easily closed with the lid



**12**

Place the lid on the box

Use the fortified tape for fixing the lid thoroughly to the box, i.e. all the way around the box where the lid is joined to the box.

**13**

Fold the plastic bag and close it by using the fortified tape

**14**

Place the closed bag containing the polystyrene box inside the cardboard box

Make sure the polystyrene box does not move inside the cardboard box when 'shaking' the package

Make sure to tape all way around the parcel three times, i.e. once in the middle fixing the flaps, and twice all the way around the sides of the parcel as indicated on the photo

Make sure the ends of the tape fix each other (see photo)



The package is now correctly packed and ready for sending according to the protocol.

Should you need clarification to any of the steps mentioned above, please send an email directly to XXXXXXXX.