



# Field-Ready Bottle Order / Pre-Filled COC and Cost Estimate Saves Time and Reduces Errors

ALS is excited to present an innovative, industry leading approach to the laboratory bottle order and sample submission workflow, designed to support efficient project execution. We listened to client feedback and redesigned our process to reduce field time, minimize transcription and labeling errors, and accelerate sample login and processing at the laboratory. Using the new Workorder Pre-Login feature in ALS Solutions, ALS will do most of the work for you, so you can focus on sample collection and delivery logistics. These features improve and seamlessly integrate the ALS Solutions online bottle order system and eCOC (electronic chain of custody) features that were introduced in EnviroMail 65 and EnviroMail 66.

## Pre-Labelled Bottles Save Field Time and Prevent Misinterpretations

Our new system makes it easy to pre-label sample containers, avoiding struggles with handwriting labels in poor weather or pre-writing labels in the office prior to sampling. It's as simple as preparing a COC – copy from an Excel file, paste into our Sample Registration system, and select the tests you need – we take it from there! We can directly print your labels and prepare a pre-labelled bottle order from your Sample Registration. No more scribbling of sample IDs on a paper COC. Everything is submitted digitally with no chance of misinterpreting 1's as I's, 0's as O's, or 5's as S's.

## Fully Traceable Bottle Order and COC Submission

The guiding principle behind our bottle order and sample submission workflow design was to reduce errors and combine a bottle order and eCOC submission with a single chain-of-custody form. Bottle order, COC, and results are all traceable in ALS Solutions. Email notifications keep you updated throughout the process. Test results will be available as soon as they are authorized by the lab.

The number one cause of amended reports and sample integrity comments is erroneous interpretation of handwriting on bottles and COCs. Our new workflow virtually



Fig 1. Cooler with Pre-Labelled Sample Bottles

Bottles:	
Product	Quantity
Glass vial (sodium bisulfate) 40 mL	6
Glass vial total (hydrochloric acid) 40 mL	3
HDPE 250 mL	5
HDPE total (nitric acid) 125mL	5
Sterile HDPE (sodium thiosulfate) 250mL	5
Syringe Filter Kit (1 x 50ml Syringe + 2 x 0.45µm filters)	5

Fig 2. Detailed Bottle Order Checklist Included with Pre-Labelled Sample Bottles

eliminates the requirement to interpret handwriting. Your results are right the first time, without having to clarify sample IDs or unclear submission requests. The second component that impacts quality is requesting the correct analytical tests, which is improved when your project planner selects test items directly from your quote, which has been configured with the correct bottles, preservatives, and test options to meet your needs, and to help ensure regulatory compliance.

## Faster Login and Processing at the Lab

When samples are registered in ALS Solutions, the submission is ported directly into our Laboratory Information Management System (LIMS), which speeds up the process of identifying samples with short hold times, and increases the speed in which Sample Receipt Notifications (SRNs) are issued. This allows you to review your submission sooner to catch any potential errors or omissions, increasing the probability that you get the tests you need within hold times.

## Provisional Cost Estimate

Our new system may optionally provide you with a Provisional Cost Estimate when you submit your bottle order request. The Cost Estimate may be used for a PO and includes shipping fees, taxes, and miscellaneous charges, but is based on routine TAT and does not include rush surcharges.

## New ALS Solutions Streamlined Workflow

Figure 5 outlines the six steps required to create a new Product Order Request with pre-labelled bottles and pre-filled eCOCs.

**Step 1:** Add a Product Order using the Work Orders (Pre-Login) option.

**Step 2:** Add new or copy existing Work Order (eCOC) or Work Order (eCOC) Template.

**Step 3:** Make any required changes, such as TAT priority, Sampling Dates/Times and Test Items.

ALS Canada Ltd.



right solutions.  
right partner.

### Provisional Cost Estimate

Kimtest  
Mr. Tim Crowther  
8081 Lougheed Highway  
Burnaby, BC Canada V5A 1W9

Account : KIMTEST - 1  
Invoice Date : 06-Jan-2026  
Due Date : 05-Feb-2026

Page : 1 of 2

Work Order / Received date	Project / Your Reference	Site / LSD	Purchase Order	C-O-C number	Report Contact
VA26A0097 ---	ANGLE Method Testing / - ---	---	---	CA20260000003 1_P-CA2026000 00194	Mr. Tim Crowther Kimtest Burnaby, BC

#### Additional Information

Work Order Breakdown					
Method	Sale Item Descriptions	Quantity	Unit Price (CAD)	Price (CAD)	Surcharge Code [%]
Work Order: VA26A0097					Quote number: ALS Solutions Test Quote for Pre-login
*Misc	Sample Handling and Administration Fee	1	\$7.00	\$7.00	--
*Misc	Shipping fee per cooler	1	\$50.00	\$50.00	--
CA04	Basic Total Drinking Water Package	1	\$100.00	\$100.00	--
CA05	Full Total Drinking Water Package	1	\$125.00	\$125.00	--
E010	Total Coliforms and E. coli (Enzyme Substrate)	2	\$30.00	\$60.00	--

\* denotes non-discountable item

• Please direct all queries to your ALS Client Manager: Tim Crowther at ALS Environmental - Vancouver via email: tim.crowther@alsglobal.com or on +1 604 253 4188

Subtotal (CAD)	\$342.00
TAX incurred (GST)	\$17.10
Total Payable (CAD)	\$359.10

Fig 3. Provisional Cost Estimate

## Samples

Sample No.	Sample Type	Sample Name	Sampling Date
1	Water/Water	GW1	24-12-2025 16:18 *
2	Water/Water	GW2	24-12-2025 16:18 *

## Test Items

Sample No.	Containers *	- Basic Drinking Water	- Full Drinking Water
1	B, C, D	<input checked="" type="checkbox"/>	
2	A, B, C, D		<input checked="" type="checkbox"/>

## \* Containers Legend

Containers		Name	Size	Category
A		Glass vial total (hydrochloric acid)	40 mL	Yellow/black
B		HDPE	250 mL	Green/white
C		HDPE total (nitric acid)	125 mL	Warm red/white
D		Sterile HDPE (sodium thiosulfate)	250 mL	Light blue/white

Fig 4. Excerpts from new combined Bottle Order and COC form showing linkages between Samples, Test Items, and Containers

Step 4: Save and close the eCOC to generate a list of bottles required for each sample. The bottles will be listed on the Product Order Report with the bottle order type (e.g., HDPE, Amber Glass, etc.), volume and quantity of container, and a photo of the bottle (see Figure 2), and also on the eCOC Report.

Step 5: Receive pre-labelled sample bottles in a cooler along with a pre-filled paper COC form (printed version of the eCOC already pre-loaded into the ALS LIMS). Any last minute changes can be hand-written on the paper COC along with sampling dates and times, and returned with the cooler in the bag provided. Our Client Services team will always update the eCOC information already in the LIMS with any changes written on the pre-filled paper COC accompanied with the submission.

Step 6: Deliver collected samples to ALS and review the SRN immediately to ensure all requests have been confirmed.

If the Sampling Event is repeated in the future, the process becomes even faster as most of the information (except for sampling dates/times) can be copied or created in a WO template for future use.

## Frequently Asked Questions

### *Can I modify samples after submission?*

Yes. Contact your ALS Project Manager to adjust labels/eCOC before sampling, or record changes on the eCOC after sampling.

### *Can multiple quotes be used under one bottle order?*

Yes. Multiple quotes and registrations can be associated under a single order; ensure correct selections in Sample Registration.

### *How do I handle special matrices or uncommon tests?*

Add details in Notes and consult your ALS Project Manager to confirm bottle types, preservation, and method availability, or to update your project quote. Quotes can be updated with new testing and bottle requirements and made available in ALS Solutions within minutes.

### *Will bottle counts and preservatives be provided automatically?*

Yes. Bottle requirements are generated from selected matrices and test items during Sample Registration.



**Fig 5. New ALS Solutions Streamlined Workflow**

## Steps to Start Using These Features

To get started with our new integrated bottle order and eCOC features, please contact your Project Manager or Technical Sales Representative to receive initial training and support.

Confirm your quote is setup correctly and that you have the correct quote reference.

Prepare your sample names in Excel for fast copy/paste transfer to your eCOC.

Submit your first Product Order and send an email to your ALS Project Manager to review. Please provide feedback to ALS on how we can improve!

For more information and training on these streamlined features, please reach out to your ALS Project Manager or Technical Sales Representative.