

# Adding a Water Sampling Point

[1] Ensure you have accessed your Location (a), then expand the (+) icons in the Menu Tree to the Sampling Points link (b1 or b2) to view and/or add a Sampling Point. To add a new Sampling Point, make sure the appropriate type is selected (c), then click the Other Actions drop down menu and select Add Sampling Point or *click (+) if there is at least one entry already present* (d).

**Note:** Both Sampling Points links will show the same list of water sampling points. They display in 2 spots for convenience.

**Tip:** If there are no previous entries, you must use the Other Actions drop down to add a Sampling Point. After there is one entry, the (+) can be used.

[2] Sampling Point Detail page: Fill out the **required** fields (note: there are slightly different required fields for untreated sampling points). The Army has **required a code structure for sampling points used in garrison settings**. That code is on the resource page ([DOEHRS Garrison Water Sampling Point Code](#)). The **code is not required for deployment settings**. *Note: A stop-date will hide the sampling point from being used in DOEHRIS, and is need when the point is no longer an active sampling location. Use notes to explain why a sampling point was stop-dated.*

**Start Dates must proceed the sample date**

**Stop-dates hide/archive points**

**Tip:** Water Systems Components (WSCs) should be established when building the Water System. Adding WSCs to sampling points on this page is **not advised**. You should only be selecting from the list of choices. Contact APHC if the choice is not listed.

Water System Component to use	Types of Samples
Pipe Distribution System	Samples collected off taps in the distribution system (fixed or tactical)
Natural Water Source	Raw water sample collected directly from the surface or well supply <i>prior</i> to any treatment or entering the distribution system
Municipal Water System	Samples collected <u>within a water treatment plant</u> <i>prior</i> to entering the distribution system
Field Treatment System	Samples collected <u>directly from a military field treatment system</u> <i>prior</i> to entering the distribution system
Water Container	Samples collected <u>directly from a military water storage container</u> ; or from buildings gravity by containers when <i>no disruption system is present</i>