

## **3M™ Organic Vapor Diffusion Monitor 3500/3510 & 3520/3530 – Preparation For Shipment and Analysis**

After the sampling period is ended, if using the 3500/3510:

- a) Remove the plastic ring and white film from the monitor.
- b) Immediately snap the elution cap (with plugs) onto the main monitor body. Be sure the two port plugs are secured.
- c) Record the final sampling time on the back of the monitor.
- d) Return the monitor and the short plastic straw to the can.
- e) Close the can with the plastic lid provided.
- f) Record sampling information on the 3510 analysis form, ensure the form is filled out completely, including the chain of custody section.

If using the 3520/3530:

- a) Snap the elution cap (with plugs) onto the top of the primary body.
- b) Separate the primary body and secondary body sections.
- c) Snap the bottom cup (no plugs) into the bottom of the primary section.
- d) Snap the elution cap (with plugs) onto the secondary body.
- e) Note that the primary and secondary sections should have the same identification numbers.
- f) Record the final sampling time on the back on the monitor
- g) Return the monitor parts and the plastic straw to the can.
- h) Close the can with the plastic lid provided.
- i) Record sampling information on the analysis form, ensure the form is filled out completely, including the chain of custody section.

Note that certain compounds (acetone, methyl ethyl ketone, vinyl acetate, etc.) may show a decreased recovery when sampled in high relative humidity. Refrigerate and/or expedite for analysis to help ensure accurate results. For more information, please see Technical Data Bulletin #125.

If using a 3510 or 3530 Monitor, send the monitor, the blank and the completed analysis request form to:

B.I.C. – Chemistry Department  
11001 Hampshire Avenue South  
Minneapolis, MN 55438.

**IMPORTANT:** The 3500 or 3520 Monitor is meant to be analyzed by the user or by an independent laboratory. **DO NOT RETURN TO 3M OR B.I.C. FOR ANALYSIS.**