Know Your Role
It is very important to have an assistant help collect the sample to reduce the risk of cross-contamination. Before you begin, make sure that you identify who will sample the surface and who will assist. The assistant will handle all of the sampling supplies and never touch the surface to be sampled. The sampler will touch the supplies only as the assistant hands them over.

Assemble Sampling Materials
Before we begin the sponge procedure, make sure you have the following materials to perform the sampling:

- Gloves
- 10-by-10-inch template or disposable ruler
- Tape
- Cellulose sponge
- Neutralizing buffer solution
- Screw-cap specimen container
- Preprinted sample labels or a permanent marker to identify the sample
- Plastic paraffin film
- Resealable 1-quart plastic bags

When you select materials review the specifications for each item at:
http://www.cdc.gov/niosh/topics/emres/surface-sampling-bacillus-anthracis.html

This list does not describe any standard personal protective equipment that you will already be wearing (for example: respirator, disposable protective clothing, and disposable gloves).

It is important to remember that all surfaces in the area where you are going to sample could be contaminated with anthrax. You should work out of a clean container or off a clean, disposable towel you bring with you. Experience has shown that three 5-gallon buckets work well. One bucket is for your sampling supplies, one for the collected samples, and one for waste.
1. Wearing a clean pair of gloves over existing gloves, place the template over the area to be sampled and secure it. If a template cannot be used, measure the sampling area with a disposable ruler, and outline the area to be sampled with masking tape. The surface area sampled should be 100 square inches or less.

2. Remove the sponge from its package. Grasp the top of the handle. Do not touch below the thumb stop. If the sterile sponge is not premoistened, pour the 10-mL container of neutralizing buffer solution over it.

   Note: The sponge should be moist, not dripping wet, from the buffer solution.

3. Wipe the surface to be sampled, using the moistened sponge: lay the widest part of the sponge on the surface, leaving the leading edge slightly lifted. Apply gentle but firm pressure and use an overlapping ‘S’ pattern to cover the entire surface with horizontal strokes.

4. Turn the sponge over and wipe the same area again, using vertical ‘S’ strokes.

5. Use the edges of the sponge (narrow sides) to wipe the same area, using diagonal ‘S’ strokes.

6. Use the tip of the sponge to wipe the perimeter of the sampling area.

7. Place the head of the sponge directly into a sterile specimen container. Break off the head of the sponge by bending the handle. The end of the sponge handle, touched by the collector, should not touch the inside of the specimen container. Close and tighten the cap on the container and securely seal with plastic paraffin film and label the container (for example: unique sample identifier, sample location, initials of collector, and date and time sample was collected).

8. Place the sample container in a resealable plastic bag. Securely seal and label the bag (for example: unique sample identifier, sample location, initials of collector, and date and time sample was collected).

9. Remove outer gloves and discard.

   Note: Use new template and gloves for each sample.