NADCA Vacuum Test Collection – Field Technician Guide

1. Gather Required Materials

- Pre-weighed filter cartridge.
- NADCA-compliant vacuum pump vacuum tubing
- Template and tape
- Field log sheet

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2. Select the Sampling Location

- Choose a representative area of ductwork (e.g., main trunk line after cleaning).
- Ensure airflow is off and access is safe.
- Choose a flat, accessible surface inside cleaned ductwork.
- Location should represent average condition of system (not worst or best).

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3. Set Up the Vacuum System and Template

- Tape the template directly to the sample area.
- Insert the filter cassette into the vacuum line.
- Turn on the vacuum pump and ensure that airflow is drawing through the cassette.
- Ensure the pump is set to 10 l/m flow rate.

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4. Vacuum the Template Area

- Slowly and evenly vacuum within the boundaries of the template.
- Keep the nozzle no more than 1 inch from the surface.
- Do not touch the cassette to the surface of the template.
- Make multiple passes to ensure all loose debris is collected.
- Do not vacuum outside the template.
- Time the collection of the sample, the pump must run for 6 minutes.

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5. Remove and Seal the Sample

- Carefully remove the filter cassette without shaking or touching the intake side.
- Store the sample in a clean, sealed bag or container.
- Deliver to lab for pre/post weight analysis.

NADCA Vacuum Test Collection – Field Log Sheet

Date: _____

Project Name: _____

Technician Name: _____

Results Contact: Phone: _____

Email: _____

Sample information:

- ❑ Pump calibrated to 1 LPM flow rate
- ❑ Clean powder free gloves worn when handling filter
- ❑ Pump run for 6 minutes during collection
- ❑ Stoppers reattached to filter after collecting the sample

Cassette Num	
Location	
Time	