



End of the Year Review

Operations Permit

- 💧 Sampling due next year – have we budgeted for additional costs if needed
- 💧 Does your lab have up to date permit and will they automatically send bottles when needed
- 💧 When to expect sample bottles arrive, dates for samples to be collected, when should results be received on calendar

Sampling Plans

- 💧 *Revised Total Coliform Rule (Bacteria) & Ground Water Rule*
 - 🚩 Are you following your plan's sites and are check sites available within 5 service connections in each direction
 - 🚩 Do you have an updated list of authorized sample collectors
 - 🚩 Is there an up to date map of your sample sites
 - 🚩 Is your sample log filled out and up to date

- 💧 *Lead & Copper*
 - 🚩 Have you reviewed your samples sites and inventoried the materials for each and identified their tier designation
 - 🚩 Do you have up to date sampling instructions for sample collectors
 - 💧 Have you reviewed the 2/29/16 EPA Memorandum *clarifying the recommended tap sampling procedure for purposes of the lead and copper rule*
 - 🚩 If you have the home owner collect samples, do you have documentation for them to sign indicating they understand the collection procedures and have followed them

- 💧 *Stage 2 Disinfection By-Products*
 - 🚩 Review sample site(s) to ensure they still meet the site requirements for TTHMs & HAA5s

Lab Procedures

- 💧 Review self-monitoring required by permit
- 💧 Review sample collection and testing procedures for each parameter
- 💧 Inspect reagents, check expiration date, ensure correct reagents are being used
- 💧 Inspect to ensure all glassware is clean and scratch free
- 💧 Fresh batteries in all equipment

Sanitary Survey

- 💧 Review sanitary survey
- 💧 Address any issues found – budget for improvements if needed

Pressure Loss Guidance

- 💧 Review guidance document:
www.iowadnr.gov/Portals/idnr/uploads/forms/5420535.pdf

Changing Disinfection

- 💧 Review guidance document for changing from either chloramination or breakpoint disinfection:
http://iowaruralwater.org/tools_tips/Changing_Disinfection_Guidance_dec17.docx