

Requirements for Small Waterworks on Quarterly Monitoring

WHO DOES THIS FACTSHEET APPLY TO?

WATERWORKS USING GROUNDWATER ONLY THAT SERVE 1,000 OR FEWER PEOPLE and collect at least one routine total coliform (TC) SAMPLE QUARTERLY.

RTCR

What to Do?

Step 1

Develop/update your bacteriological sample siting plan (BSSP).

Step 2

Collect your drinking water samples each calendar quarter.

Step 3

Review sample results and follow-up as necessary.



Additional RTCR Factsheets:

- Requirements for Small Waterworks on Monthly Monitoring
- Requirements for Seasonal Waterworks
- Repeat Monitoring Requirements for Small Waterworks
- Level 1 & Level 2 Assessments and Corrective Actions

ATTENTION!

All waterworks must comply with the RTCR requirements starting April 1, 2016.

- ✓ Are you a waterworks owner? To contact the appropriate ODW field office, go to: <http://www.vdh.virginia.gov/odw> and search using the "Contact Information" Tab.

STEP 1: DEVELOP/UPDATE YOUR BACTERIOLOGICAL SAMPLE SITING PLAN (BSSP)*

CONTACT YOUR ODW FIELD OFFICE FOR ASSISTANCE.

- **DEVELOP A BACTERIOLOGICAL SAMPLE SITING PLAN (BSSP) AND HAVE IT READY FOR USE BY APRIL 1, 2016.** If you already have a bacteriological sample siting plan (BSSP) in use for the Total Coliform Rule (TCR), update this plan to meet the requirements of the RTCR.
 - **LIST THE LOCATIONS WHERE YOU WILL TAKE YOUR SAMPLES (ROUTINE AND REPEAT):** Also include triggered and source water sample sites
 - **INCLUDE YOUR ROUTINE COLLECTION SCHEDULE:** For example, one (1) routine sample every calendar quarter.
 - **UPDATE TO REFLECT CHANGES AT YOUR WATERWORKS:** The BSSP is a living document and must be updated to reflect changes at your waterworks such as: major changes in population; a new or additional water source; or expansion of the distribution system.

STEP 2: COLLECT YOUR DRINKING WATER SAMPLES

KNOW YOUR RTCR ROUTINE SAMPLING REQUIREMENTS.

- **COLLECT AT LEAST ONE 100 ML** routine drinking water sample every quarter in accordance with your approved BSSP, starting April 1, 2016.
- **IMMEDIATELY SEND YOUR SAMPLE TO DCLS (STATE LAB) OR TO A STATE-CERTIFIED LAB** that performs total coliform drinking water analysis.
 - Remember the lab must begin analyzing the drinking water sample no later than the 30th hour from the collection time.
 - If necessary, ship the sample overnight (cooled to about 4° to 10° C) using ice or ice packs (e.g., "blue ice") to maintain the temperature during transit. Consult with your lab on the "transport protocol".

NOTE

- * The BSSP is subject to review and revision by the ODW field office.

STEP 3: FOLLOW-UP ACTIONS REQUIRED AS A RESULT OF YOUR SAMPLING

Was your routine sample total coliform-positive (TC+)?

YES

NO

For each TC+ routine sample, do the following **THREE ACTIONS**:

1. Make sure the lab tests each TC+ sample *for E. coli*; **AND**
2. Within 24 hours of being notified of the TC+ sample, collect **3 repeat** samples;* See the **RTCR Factsheet: Repeat Monitoring Requirements for Small Waterworks**; **AND**
3. Collect **3 additional routine** samples the following month at your routine sample location(s). Collect at regular time intervals throughout the month or on a single day if taken from different sites. *

Continue with your routine monitoring schedule, according to your approved BSSP.

If any repeat sample is TC+ (total coliform-positive): Call your ODW field office immediately and tell them you triggered an assessment. The ODW field office will help you identify which type of assessment is required.

See the **RTCR Factsheet: Level 1 & Level 2 Assessments and Corrective Actions**.

NOTE: In addition to the assessment, other actions will be required (e.g., public notification, recordkeeping).

Were any of the samples *E. coli*-positive (EC+)?

NO

YES**

Contact the ODW field office - A Level 2 Assessment will be required when the waterworks has any of the following occurrences:

- TC+ routine and EC+ repeat sample;
- EC+ routine and TC+ repeat sample;
- The waterworks fails to take all 3 required repeat samples following an EC+ routine sample; or,
- The waterworks fails to test for *E. coli* when any repeat sample is TC+.

The ODW field office staff will perform the Level 2 Assessment. All assessment activities must be completed within 30 day. The assessment may determine that corrective action is required. For more information: See the **RTCR Factsheet: Level 1 & Level 2 Assessments and Corrective Actions**.

NOTES

*If you are missing any routine, repeat, or additional routine sample results, contact your lab and/or check with your ODW field office.

**Call your ODW field office on the same day you learn of the EC+ result, or by the end of the next business day, and tell them you received an EC+ result.