



## Requirements for Small Systems on Quarterly Monitoring

### WHO DOES THIS FACTSHEET APPLY TO?

Groundwater public water systems (PWSs), that serve 1,000 people or fewer and collect at least one routine total coliform (TC) sample quarterly.

#### ATTENTION!

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

### STEP 1: REVIEW/UPDATE YOUR COLIFORM SAMPLING PLAN\*

Contact your MassDEP Regional Office for assistance.

- **Review your coliform sampling plan and make any required changes before April 1, 2016.\*** Review your existing approved coliform sampling plan for accuracy, taking into account the following components. If changes are necessary, update your plan with guidance from your MassDEP Regional Office and submit revised plan to MassDEP for review and approval.
  - ✓ **Verify routine and repeat Sample Locations.** Ensure that the locations identified on your plan are still accurate, and that the specific tap, building name, and street address are included as applicable.
  - ✓ **Sources.** All active sources should be identified on your plan even if they are not routinely sampled.
  - ✓ **Multiple distribution systems.** If your PWS has multiple distribution systems, make sure that they are specified on the plan, including which sources are serving which distribution system.
  - ✓ **Storage Tanks.** Identify a sample location for each atmospheric storage tank.
  - ✓ **Treatment.** Identify entry point and source/raw water (prior to treatment) sample locations for ALL treated sources.
  - ✓ **Seasonal non-community systems.** If your PWS shuts down any part of the distribution system seasonally, bacteria samples must be collected from that area before serving water to the public. If there is no routine sample located in that area, a special sample location may be added to your plan for this seasonal startup sample. (See RTCR Fact Sheet: Requirements for Seasonal Systems)
  - ✓ **Other changes.** Changes to the population served, distribution system configuration, pressure zones, sources, storage, seasonal operation, etc. may result in changes to the number or location of coliform sampling sites.

### STEP 2: COLLECT YOUR DRINKING WATER SAMPLES

- **Collect routine coliform samples every quarter** according to your approved coliform sampling plan.
- **Send your sample(s) to a Massachusetts-certified lab** that performs total coliform drinking water analyses. Remember the lab must begin analyzing the drinking water sample no later than the 30th hour from the collection time. Refrigerate or ice the sample using “blue” ice (cooled to about 4° to 10° C) until it reaches the lab.

\* **NOTE** The coliform sampling plan is subject to review and revision by MassDEP.

FOR ASSISTANCE,  
PLEASE CONTACT  
MASSDEP AT:

CERO: 508-792-7650

NERO: 978-694-3200

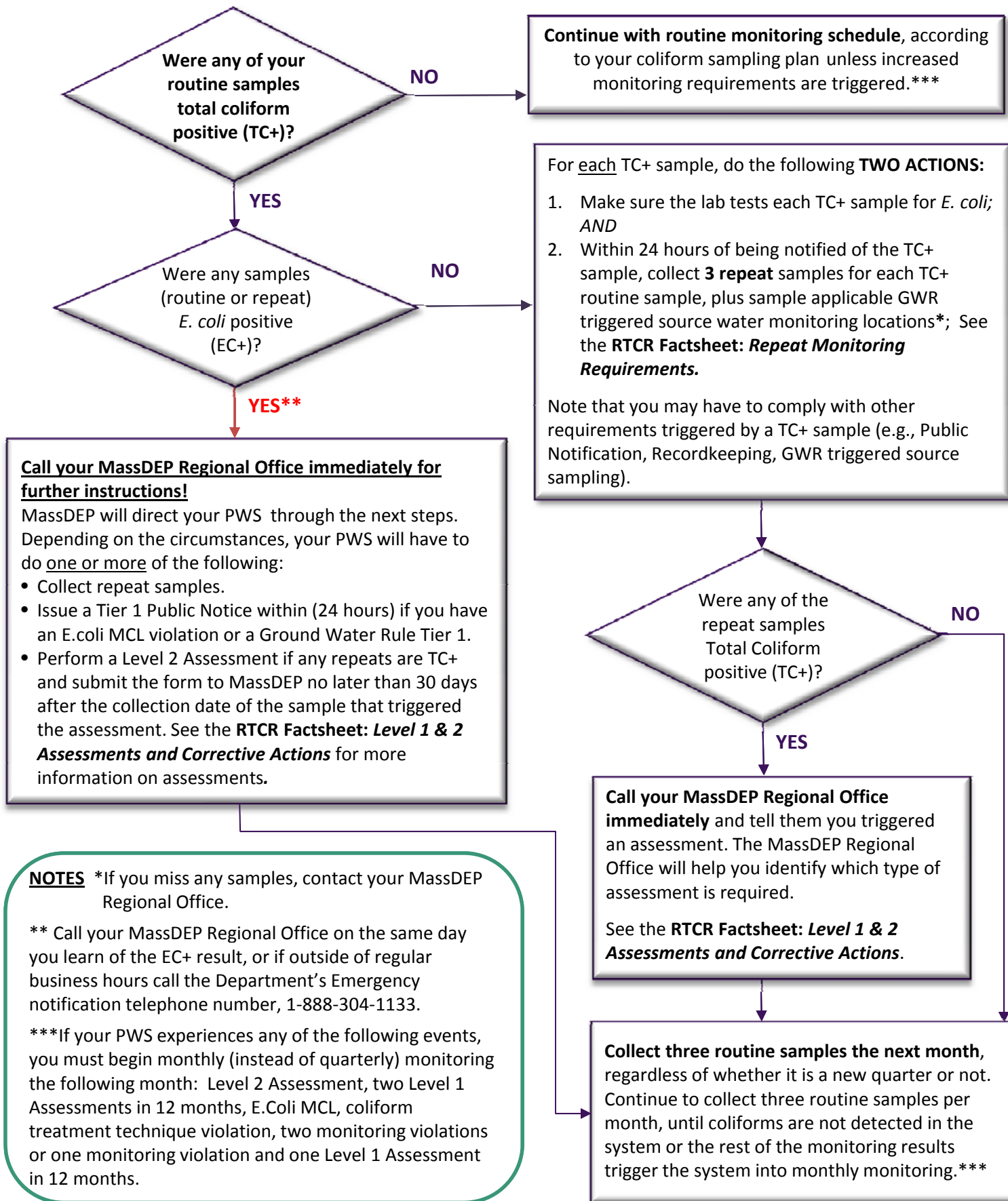
SERO: 508-946-2700

WERO: 413-784-1100

BOSTON: 617-292-5770

PROGRAM.DIRECTOR-DWP@STATE.MA.US

## STEP 3: CONDUCT ACTIONS REQUIRED AS A RESULT OF YOUR SAMPLING



**NOTES** \*If you miss any samples, contact your MassDEP Regional Office.

\*\* Call your MassDEP Regional Office on the same day you learn of the EC+ result, or if outside of regular business hours call the Department’s Emergency notification telephone number, 1-888-304-1133.

\*\*\*If your PWS experiences any of the following events, you must begin monthly (instead of quarterly) monitoring the following month: Level 2 Assessment, two Level 1 Assessments in 12 months, E.Coli MCL, coliform treatment technique violation, two monitoring violations or one monitoring violation and one Level 1 Assessment in 12 months.