

PART 1: PUBLIC WATER SYSTEM INFORMATION

All fields in this section should be populated unless not applicable to your PWS type.

Please note that some fields have required formats: The **PWSID** field requires 7 digits; **Phone Number** fields require 10 digits (example: 207-287-2070); **Date** fields require 8-digits: dd/mm/yyyy (example: 09/10/2023).

PART 2: INVENTORY METHODOLOGY

Review the following records to prepare your initial inventory, and document the records reviewed in **Part 2A**:

- Previous materials evaluations performed under the original Lead and Copper Rule.
- All construction and plumbing codes, permits, and existing records or other documentation that indicates the service line materials used to connect structures/buildings in the distribution system.
- All water system records, including distribution system maps and drawings, historical records on each service connection, meter installation records, historical capital improvement or master plans, and standard operating procedures.
- All inspections and records of the distribution system that indicate the material composition of the service connections that connect a structure to the distribution system.

PART 3: DETAILED INVENTORY

A Service Line Inventory must include all service lines. The number of service lines and type of material for each service line or pipe must be identified. If any of the service lines have multiple segments that are made up of different materials (e.g., galvanized, copper, etc.), then **Form B1** must be used instead.

Each line item in this detailed inventory represents one service line connecting the water main to the customer's plumbing or each individual building served by the PWS.

Instructions for Each Data Field

IMPORTANT: Some data fields require specific responses. In the guidance below, please be aware of fields that ask for a response that is selected from a list. **Use only those codes to populate the corresponding fields.**

A. Address / Location (Required): Use the street address or other identifier (e.g., Lot #, Building #, Apt #, etc.).

B. Material Classification (Required): Choose your response from the list of codes below. If "Non-Lead/Other", is selected, describe in **Comments** (column 'L').

L - Lead

LLG - Lead-lined galvanized

G - Galvanized

NL-C - Non-lead- Copper

NL-P - Non-lead- Plastic

NL-O - Non-lead- Other

U-LL - Unknown- Likely Lead

U-UL - Unknown- Unlikely Lead

UNK - Unknown- Material Unknown

C. If Non-Lead, was this service line previously Lead? Choose your response from the options below.

Yes No Don't Know

D. Installation Date: The date, year, or estimated date range of service line installation or replacement.

E. Size: Service line diameter in inches.

F. Basis of Material Classification: Choose your response from the list of codes below. If "OT - Other" is selected, describe in **Comments** (column 'L').

PME - Previous Materials Evaluation

INS - Installation record

ILB - Installation date after lead ban

**SLD - Service line diameter is greater than
2 inches**

REP - Service line repair or replacement record

FI - Field inspection only with no records

OT - Other

G. Was the material field verified? Respond with **Yes** or **No**

H. How was the material verified? Choose your response from the list of codes below.

CSE - Customer self-identification

ME1 - Mechanical excavation at one location

ME+ - Mechanical excavation at multiple points

VE - Vacuum excavation

VI - Visual inspection at meter/ meter pit

OT - Other

I. Material Category (Required): Choose your response from the list of codes below. (See note on page 4.)

L - Lead

GRR - Galvanized Requiring Replacement

NL - Non-Lead

UNK - Unknown

J. Other potential source of lead: List any materials connected to the line that contain Lead (e.g., gooseneck, pigtail, fittings, solder, etc.) and their location in the system.

K. Current LCR sample site? Respond with **Yes** or **No**

L. Additional Comments/information and Explanation

PART 4: INVENTORY SUMMERY

After categorizing the service lines (or pipes), the total number of service lines per category will be tallied for you in Part 4.

- If you are completing this form **electronically**, these fields will automatically populate.
- If you are completing the form **by hand**, DWP staff will complete this section for you.

PART 5: CERTIFICATION

All fields in this section should be populated unless not applicable to your PWS type.

Sharing Inventory Information with the Public: Information shared with the public should include, at a minimum, a location identifier (e.g., street address, intersection, or landmark) for each LSL and GRR service line. It is recommended that systems include all service lines in their shared inventories, regardless of material classification, and any additional information gathered about the service line(s).

Return your completed, signed inventory to the Drinking Water Program

PDF E-form (completed on your computer):

Attach the form to an email addressed to: DWPMOR@maine.gov.

Be sure your subject line identifies the SLI, your PWS name and PWSID#.

Printed form (filled-in by hand):

Mail to:
Maine CDC Drinking Water Program
286 Water Street, 3rd Floor
Augusta, ME 04333-0011

3 - I. Material Category | Notes

Each service line must be categorized under **Service Line Material Category** in Part 3 of the form, using one of the four following definitions:

- 1. Lead:** A portion of the pipe that connects the water main to the building inlet is made of lead. If the only lead pipe serving the building is a lead gooseneck, pigtail, or connector, the service line is not considered a lead service line (LSL), but it is recommended that the system track the material of all components that potentially contain lead.
- 2. Galvanized Requiring Replacement (GRR):** A galvanized service line that is – or ever was – downstream of a lead service line or is currently downstream of an unknown service line. If the water system is unable to demonstrate that the galvanized service line was never downstream of a LSL, it must presume there was an upstream LSL and identify the line as a GRR. The term galvanized refers to iron or steel piping that has been dipped in zinc to prevent corrosion or rusting.
- 3. Non-Lead:** The service line has been determined not to be lead or GRR through an evidence-based record, method, or technique. If a system can demonstrate that a galvanized service line was never downstream of an LSL, it may be classified as non-lead. The term non-lead refers to the service line material only and does not include other potential lead sources present in solder, connectors, or other plumbing materials.
- 4. Unknown:** The service line material is not known to be a lead, GRR, or non-lead, but there is no documented evidence supporting a material classification.

ADDITIONAL INFORMATION

If you need assistance with your inventory please do not hesitate to reach out to the Drinking Water Program at (207) 287-2070. Resources are also available on the DWP website: www.medwp.com.

Recommended, but not required, information in your inventory includes pipe diameter and installation date, source of material information, actual material of non-lead lines, and other lead sources (e.g., lead goosenecks and solder). While conducting the required inventory, it is worthwhile to note this information as it may help with further investigation and requirements that may occur in the future.

“Fillable” PDF Forms

This form can be printed and completed by hand or filled-in using your computer (via Adobe Acrobat or other PDF reading applications). To use on your computer, simply follow these easy steps:

1. Download the blank form from the DWP website: <https://tinyurl.com/LSLI2023>, and save it to your computer, either on your desktop or in a folder you can easily access.
2. Open the blank form at its location on your computer using a PDF reading application (such as Adobe Reader).
3. ‘Save As’, re-naming the document – be sure it is easily remembered or recognizable.
4. Using your computer keyboard, fill-in all applicable fields. Use the TAB key to navigate through the document. **Remember: for the DETAILED INVENTORY (Part 3), columns A, B, and I are required.**
5. Click ‘Save’; you may return to the form at a later time to revise and/or complete.

IMPORTANT: If you are using the ‘electronic’ or ‘fillable’ option, do not attempt to complete this form in a web browser such as Chrome, Edge, or Mozilla, as some form functions may not be available through those applications.

Print Specifications – Dimensions: 8.5”X14” (legal) **Orientation:** Landscape **Color:** Print in color or grayscale.

LEAD SERVICE LINE INVENTORY | FORM B2

INSTRUCTIONS AND GUIDANCE

Per 2020 updates to the federal Lead and Copper Rule (LCR), the US Environmental Protection Agency (EPA) is requiring certain water systems “to identify and make public the locations of lead service lines, following the example of many cities across the country who have proactively taken this step. By providing thorough and transparent information on where lead service lines exist, communities can make informed decisions to reduce lead exposure. Additionally, residents with a known or potential lead service line will be notified and receive information about steps that they can take to reduce their exposure to lead in drinking water.”
(*The New Lead and Copper Rule* - US EPA)

- **Who is required to submit an inventory?** All Community and Non-Transient, Non-Community (NTNC) Public Water Systems (PWS) must submit a Service Line Inventory regardless of whether any lead is present.
- **When is the deadline for submitting an inventory?** Service Line Inventories must be submitted by **October 16, 2024**.
- **Who can use this form?** PWS that are not municipalities and who have twenty-five (25) or fewer service lines in their system, and where each service line is made up of only one type of material.
- **What is a Service Line?** A service line is the pipe connecting the water main or source to the interior plumbing in a building.

Read the instructions carefully.

The Service Line Inventory requires attention to detail and specific responses for many data points. It is important that the information you provide is complete, accurate, and follows all guidelines for data integrity.

IMPORTANT:

- **This form is for small, non-municipal systems with 25 or fewer service lines.** If you have more service lines or have a mix of system-owned and customer-owned portions of your system, you must use the more detailed **Lead Service Line Inventory Form B1**.
- **The DWP will not accept Service Line Inventories that are incomplete, have not been signed, or are illegible.** Submit only completed e-forms, scanned documents, or original documents that have been filled-in by hand. Do not fax or send photographs/photocopies of individual pages. Inventories that contain illegible or otherwise unacceptable notations/data will be returned.

Remember: Service Line Inventories must be submitted by October 16, 2024.