

Instructions for Small System Chlorination Report (MOR 12)

Your chlorination system helps protect your customers by disinfecting their drinking water. Problems with your chlorination system can put the health of your customers and employees at risk. **If you have a confirmed positive E. coli bacteria test or your chlorination system stops working, you must place your system on a Boil Water Order and contact DWP immediately.**

1. Please print clearly and complete all information. An electronic version of this form is available at www.medwp.com or go directly to the MOR page <http://www.maine.gov/dhhs/mecdc/environmental-health/dwp/pws/mor.shtml> and scroll to MOR 12.
2. Measure and record chlorine residual at least 2 times a week.
3. Submit reports by the 10th of the following month.
4. **When you take a bacteria sample, measure chlorine residual at the same site and record residual on this form.**
5. **If your system is required to have a Designated Operator (DO), the DO must sign this form at the bottom of the report page.** A signature is not required if the DO submits the form electronically to dwpmor@maine.gov. The email will constitute a signature.
6. Every time bleach is added to the solution tank, record the amount added in the used column.

Keep in mind:

The target chlorine residual range for most systems is 0.2 mg/l to 0.7 mg/l in the system but may vary depending upon circumstances. At no time should the level be over 4.0 mg/l at the first faucet after the chlorinator. Test for chlorine residual using a **DPD method**, free chlorine, low range (0 mg/l to 3.5 mg/l) chlorine test kit. Maine does accept free chlorine residuals produced by ITS Free Chlorine Test Strips. **A pool test kit is NOT acceptable.** Follow the instructions in your chlorine test kit to measure free chlorine residual and please ensure the test kit is usable: i.e. vials are not stained and reagents have not expired. Pick a sample point in the distribution system that represents average water use according to your sampling plan.

The chlorine that you use must be certified to Standard 60. Agencies that certify to Standard 60 include NSF, UL, WQA. Unscented Clorox® bleach is certified Standard 60.

Have your pump supplier's number handy for emergency repairs. Be familiar with the pump parts and keep the owner's manual nearby.

For assistance, contact the Drinking Water Program
Normal business hours: 287-2070
Emergency phone: 557-4214