



Approved Annual Startup Procedure for Maine Seasonal Public Water Systems Using Groundwater

The following startup procedure is approved by the Maine Drinking Water Program in accordance with the Revised Total Coliform Rule for seasonal water systems using a groundwater source. Any startup procedures for seasonal public water systems that do not include the elements in the procedure outlined below must be pre-approved by the water system's DWP Public Water System Inspector.

Public Water System Name: _____ **PWSID#:** _____

More detailed guidance on starting up your water system can be found at: <http://tinyurl.com/SeasonalStartup>

- 1. Inspect well:** Secure well cap and protect from vandalism. Ensure well cap is properly installed and sealed to keep out weather, bugs, and animals.
- 2. Assemble, Pressurize and Flush Water System:** Reconnect any disconnected pipes throughout water system and flush water through entire system to remove debris. Inspect above ground piping for leaks. For systems with storage tanks other than pressure (bladder) tanks, be sure to adequately drain old water and flush out with new water.
- 3. Disinfect entire water system:** Follow DWP guidance on well shocking: <http://tinyurl.com/WellShocking>
- 4. Inspect and Startup Treatment (For water systems with treatment systems):** Check to make sure treatment system is in good operating condition and, if necessary, have treatment serviced. Keep maintenance logs. If using continuous chlorination disinfection, ensure proper residual and begin reporting chlorine residuals on MOR's.

Date Startup Procedure Completed: _____

- 5. Take Operations and Maintenance (O&M) bacterial sample (Strongly Recommended but Not Required):** A week after disinfecting system and flushing, collect an Operations and Maintenance (O&M) bacteria sample to ensure that the system disinfection was adequate and complete. Clearly label and mark O&M samples as "Operation and Maintenance."

CERTIFICATION OF COMPLETION OF ANNUAL STARTUP PROCEDURES

I hereby certify that I HAVE COMPLETED all startup procedures as outlined above in this seasonal startup procedure document on the day indicated below and for the public water system indicated at the top of the document.

Signature: _____ Today's Date: _____

Name of Person Completing Startup Procedure: _____

PWS Name: _____ PWSID#: _____

Date Open (serving water to public): _____

SEND A COPY OF YOUR COMPLETED AND SIGNED SEASONAL STARTUP PROCEDURE/ CERTIFICATION FORM TO THE MAINE DRINKING WATER PROGRAM BEFORE YOU OPEN AND BEGIN SERVING WATER TO THE PUBLIC:

Maine CDC Drinking Water Program, 11 SHS, 286 Water St., 3rd Floor, Augusta, ME 04333-0011
Fax: 207-287-4172 Email: dwpmor@maine.gov

Failure to submit this certification **before you open and begin serving water to the public** may result in drinking water violations and increased total coliform monitoring requirements.