



# 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 Field Inspector.

Public Water System Name: \_\_\_\_\_ PWSID#: \_\_\_\_\_

- 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://www.maine.gov/dhhs/mecdc/environmental-health/dwp/cet/documents/WellShockingGuidelines.pdf> (To access link, go to [www.medwp.com](http://www.medwp.com) → click on "Public Water Systems" link → click on "Seasonal Water Systems" link → click on "Well Shocking Fact Sheet" link). **Note:** The preferred method of water system disinfection is to disinfect both the well(s) and distribution system. However, if it is impractical to disinfect the well(s), disinfection of only the distribution system satisfies the requirement for disinfection at startup.
- 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.
- 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."

More detailed guidance on starting up your water system can be found at: <http://www.maine.gov/dhhs/mecdc/environmental-health/dwp/fit/documents/OpeningSeasonalWaterSystem.pdf> (To access link, go to [www.medwp.com](http://www.medwp.com) → click on "Public Water Systems" link → click on "Seasonal Water Systems" link → click on "Opening Your Water System for the Season" link).

## 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: \_\_\_\_\_

PWS Name: \_\_\_\_\_ PWSID#: \_\_\_\_\_

Date Open (serving water to public): \_\_\_\_\_ Date Startup Procedure Completed: \_\_\_\_\_

Name of Person Completing Startup Procedure: \_\_\_\_\_

**Send completed and signed seasonal startup procedure document to the attention of your Compliance Officer before you open and begin serving water to the public at:**

Maine CDC Drinking Water Program, 11 SHS, 286 Water St., 3<sup>rd</sup> Floor, Augusta, ME 04333-0011

*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.*