



TEXAS COMMISSION ON ENVIRONMENTAL QUALITY  
DRINKING WATER STANDARDS SECTION  
LEAD AND COPPER PROGRAM

## Public Water Systems (PWS) instructions for Tap Water Sampling

### 2017 6M2 Initial

**2017 SCHEDULE:** Systems who are scheduled to sample along with the bottle count are listed online at TCEQ Lead and Copper Program at [http://www.tceq.texas.gov/drinkingwater/chemicals/lead\\_copper](http://www.tceq.texas.gov/drinkingwater/chemicals/lead_copper) as well as on Texas Drinking Water Watch at <http://dww2.tceq.texas.gov/DWW/>. There will also be a letter sent out during January to systems who are scheduled to sample for lead and copper tap water samples as well as water quality parameter sampling.

#### SAMPLE POOL ADDRESS REQUIREMENTS

- **All PWSs should have their sampling pool updated at this time. Changes to the sampling pool should be completed prior to sampling. Only addresses from an approved sampling pool will be accepted for compliance. Send TCEQ Form 20467 with all available sampling pool addresses to the TCEQ prior to sampling.**

- 2017 6M2 is defined as sampling between July 1 and December 31, 2017
- Samples must be analyzed in accordance with EPA methods for drinking water.
- Verify that sample bottles from laboratory are 1 liter, laboratory grade, and **unpreserved** bottles.
- Please ensure all samples are collected at regularly used inside kitchen or bathroom sinks using only the COLD water.
- PWS should not flush lines prior to sampling or 6 hour hold time.
- Please ensure water has sat still in the lines and faucet where you collect your sample for at least 6 HOURS.
- Please do not sample from faucets with point-of-use or point-of-entry devices including homes with water softeners. If all homes have water softeners, sample as many Tier 1 sites as possible.

#### **PAPERWORK REQUIRED FOR SAMPLING:**

- PWS Sampling Instructions
- Homeowner Instructions for community public water systems only
- PWS Sample Site Selection Form 20467 (completed before sampling begins and sent to TCEQ – sampling pool addresses should match this form)
- PWS Lead and Copper Rule Chain of Custody/reporting form 20683 goes along with the bottles to the laboratory. **Sample addresses will be rejected** if they do not match your approved sampling pool addresses. There is a 14-day period for getting the samples to the laboratory for analyzing. This 14-day period is described as 14 (24 hour) periods before the laboratory is required to preserve the samples. The laboratory will reject the samples if they receive them after 14 days from collection.
- PWS Water Quality Parameters sampling under the Lead and Copper Rule have separate guidance and Chain of Custody/reporting form. Please check the Lead and Copper Rule website for details and forms.



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- If customers are helping you with the sampling, please mark the back of the Homeowner Instructions with the correct LCR number and sample pool address. They are required to give you back the label on the back of the Homeowner Instructions filled out correctly along with the filled sample bottle. These instructions are yours and must be kept with your Lead and Copper Rule records, do not send them to the laboratory.
- Ensure sampling has been collected properly **per instructions** and completed - Site Location, Collection Date, Time, Last Water Use Date, and Time and the sink which the samples was collected such as the kitchen sink.
- Place a label on each bottle and ensure that all LCR numbers match.

PWS \_\_\_\_\_  
LCR \_\_\_\_\_  
Date/Time Collected \_\_\_\_\_  
\_\_\_\_\_

- **Caution: Missing or incomplete forms will lead to rejection at the laboratory.**
- Send the sample bottles to your laboratory for processing along with the completed, dated and signed Lead and Copper Chain of Custody Form 20683.
- List of laboratories:  
[http://www.tceq.texas.gov/assets/public/compliance/compliance\\_support/qa/txnelap\\_lab\\_list.pdf](http://www.tceq.texas.gov/assets/public/compliance/compliance_support/qa/txnelap_lab_list.pdf)

• **All sample results must be reported to TCEQ on or before January 10, 2018.**

- **CONSUMER NOTIFICATION:** PWS Lead Consumer Notification Template Form 20680(a) or (b).

After the samples have been analyzed and in accordance with 30 TAC §290.117(j) and (i), PWSs must provide a consumer notice of lead tap water monitoring results to persons served at the sites that are tested within 30 days of learning the results from the laboratory. You then must certify and mail to TCEQ within 90 days after the end of the monitoring period a copy of the Lead Consumer Notice along with the certification Form 20680(a) or (b).

**TCEQ CONTACT INFORMATION:** For all Lead and Copper Program Questions, please contact the TCEQ at (512) 239-4691. [http://www.tceq.texas.gov/drinkingwater/chemicals/lead\\_copper](http://www.tceq.texas.gov/drinkingwater/chemicals/lead_copper)

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