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Revised May 2013

# Monthly Testing and Reporting at Surface Water Treatment Plants (Forms TCEQ-00102-C, -00103, -10276, -10277, and -10278)

Water Supply Division

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Texas Commission on Environmental Quality



Monthly Testing and Reporting at  
Surface Water Treatment Plants  
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and -10278)

Prepared by

Water Supply Division  
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# PREFACE

This publication contains guidance for public water systems (PWSs) that treat surface water (SW) or groundwater that is under the direct influence of surface water (GUI). These systems must ensure that the water they produce is safe to drink by removing and inactivating pathogens. Pathogen removal is determined by measuring turbidity, and pathogen inactivation is determined by measuring the amount of disinfectant in the water.

For systems that have on-line turbidimeters for each filter, the turbidity and disinfectant residual must be measured and reported using the Surface Water Monthly Operating Report (SWMOR) spreadsheet. A few small systems that have only one or two filters will report their data using the SWMOR2 spreadsheet. Both types of plants will submit the results of any special studies that are required on the Filter Profile Report or the Filter Assessment Report forms.

The specific reporting requirements for the values that must be reported on the SWMOR and SWMOR2 are contained in Title 30, Texas Administrative Code, Chapter 290 (30 TAC 290), Subchapter F: Drinking Water Standards Governing Drinking Water Quality and Reporting Requirements for Public Water Supply Systems. Sections 290.110 (relating to Disinfectant Residuals) and 290.111 (relating to Surface Water Treatment) contain the monitoring and reporting requirements for turbidity, disinfection, and disinfectant residuals. Section 290.112 (relating to Total Organic Carbon) contains the requirements for TOC monitoring, removal, and reporting. Section 290.122 (relating to Public Notification) contains the public-notification requirements described in this manual.

You can find links to the Secretary of State's official version of these rules at the TCEQ website:

[www.tceq.texas.gov](http://www.tceq.texas.gov)

From the home page, click on “**Rules**” and then use the links to view the rules online. The official version of these rules was published in the *Texas Register* on May 6, 2011.

## “We” and “You” in This Guide

“We” as used in this guide refers to the Texas Commission on Environmental Quality—specifically, the TCEQ’s Water Supply Division.

In this guide, “you” means the person who must sign the SWMOR or SWMOR2 each month. Under the rules, this person must be the certified surface water treatment plant operator who is responsible for the daily supervision of the plant.

## Other Applicable Rules

Public water systems should also be aware of other rules about drinking water found in other parts of the Texas regulations. A public water system must comply with all the applicable requirements. Some examples of additional rules are given below:

**30 TAC Chapter 290, Subchapter D:** Rules and regulations for public water systems related to requirements for water treatment plant design, operation, and maintenance. If you have questions about Subchapter D, contact the TCEQ public drinking water program at 512-239-4691 or <[PDWS@tceq.texas.gov](mailto:PDWS@tceq.texas.gov)>.

**30 TAC Chapter 290, Subchapter E:** Requirements regarding the Public Health Service (PHS) fees for public water systems. If you have questions about Subchapter E, contact the TCEQ's public drinking water program at 512-239-4691 or <[PDWS@tceq.texas.gov](mailto:PDWS@tceq.texas.gov)>, attention "PHS Fees."

**30 TAC Chapter 290, Subchapter F:** Requirements regarding harmful or potentially harmful constituents for water systems that supply potable water to the citizens of Texas. If you have questions about Subchapter F, contact the TCEQ's public drinking water section at 512-239-4691 or <[PDWS@tceq.texas.gov](mailto:PDWS@tceq.texas.gov)>.

**30 TAC Chapter 290, Subchapter H:** Rules and regulations for community public water systems related to Consumer Confidence Reports. If you have questions about Subchapter H, contact the TCEQ Public Drinking Water Section at 512-239-4691 or <[PDWS@tceq.texas.gov](mailto:PDWS@tceq.texas.gov)>.

**30 TAC Chapter 291:** Rules and regulations for water utilities related to requirements for rates, capacity development, and Certificates of Convenience and Necessity for utilities. Contact the Water Utilities Rates and Districts Section at 512-239-6960 or <[UTILDIST@tceq.texas.gov](mailto:UTILDIST@tceq.texas.gov)> if you have questions about these requirements.

**30 TAC Chapter 293:** Requirements for water districts. Contact the Water Utilities Rates and Districts Section at 512-239-6960 or <[UTILDIST@tceq.texas.gov](mailto:UTILDIST@tceq.texas.gov)> if you have questions about these requirements.

**30 TAC Chapter 30, Subchapters A and K:** Requirements for licensing of water works operators. The TCEQ's Operator Licensing Division can answer questions about these requirements at 512-239-6133.

**30 TAC Chapter 25:** Requirements for laboratories used by public water systems. If you have questions about lab certification or accreditation, contact the TCEQ Quality Assurance Section at 512-239-5420.

**16 TAC Part 4, Chapter 76:** Requirements for water well drillers. If you have questions about these regulations, call 800-803-9202 or 512-463-8876 or <[water.well@license.state.tx.us](mailto:water.well@license.state.tx.us)>.

The Department of State Health Services (DSHS) implements federal Food and Drug Administration and Texas regulations for water haulers, water bottlers, water vendors, restaurants, day-care facilities, hospitals, and other businesses and authorities that may own or operate public water systems. It is highly recommended that business owners and operators review the DSHS rules to determine whether they apply to them.

If you have questions about the rules in this guidance manual, contact the Texas Commission on Environmental Quality public drinking water program at 512-239-4691 or <[PDWS@tceq.texas.gov](mailto:PDWS@tceq.texas.gov)>.



This “regulatory guidance” document does not take the place of the full, official TCEQ rules. The document is intended only as a general explanation about selected parts of 30 TAC Chapter 290 (or any other TCEQ rules that might be referred to.)