TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

Protecting Texas by Reducing and Preventing Pollution

October 2, 2019

PWS_1011930_CO_20191002_LCR
H BROCK HUDSON
WEST PARK MUD
3700 BUFFALO SPEEDWAY STE 830
HOUSTON, TX 77098-3709

Subject: **LEAD AND COPPER TAP SAMPLE MONITORING REQUIRED**
WEST PARK MUD - PWS ID NO. 1011930
HARRIS COUNTY, TEXAS

Attention: Public Water System Owner / Official / Manager

Title 30 of the Texas Administrative Code (30 TAC), Chapter 290, Section §290.117, *Regulation of Lead and Copper* and Title 30 of the Code of Federal Regulations (40 CFR), Chapter I, Subchapter D, Part 141, Subpart I, *Control of Lead and Copper*, establishes requirements for community public water systems (PWS) to monitor for and meet designated lead and copper levels.

Based on the Texas Commission on Environmental Quality's (TCEQ) records, your PWS is scheduled to conduct lead and copper tap sampling for the routine monitoring period between July 1, 2019 and December 31, 2019 and is scheduled to collect 20 lead and copper tap samples within the monitoring period.

Please disregard this letter if your PWS has completed both monitoring and lead consumer notice requirements.

Please note the following steps for sampling under the Lead and Copper Rule (LCR):

- All PWSs are required to have an approved pool of sample sites. **If you completed this requirement in the past and your Materials Survey has not changed, you do not have to resubmit this information.** If you do not have an approved sample pool and an updated Materials Survey, you must receive approval prior to sampling. Only samples collected from your approved pool will be accepted for compliance. **To meet these requirements, complete TCEQ Form 20467(a) Lead and Copper Sample Site Selection Pool and Materials Survey (enclosed).** The last page of this form is the Materials Survey. This is where you identify the plumbing materials in your system. It is important for all PWSs to identify lead service lines, lead pipes, and copper pipes with lead solder, and to notify the public and the TCEQ of these locations. Instructions for identifying suitable sample taps, including targeted tier requirements within the sampling pool, can be found on this form and 30 TAC Chapter 290, Section §290.117(c)(1)(C).

- **Complete TCEQ Form 20680(a), Lead Consumer Notice (LCN) (enclosed).** Requirements for the LCN can be found in 30 TAC Chapter 290, Section §290.117(j).

- **Locate a NELAP accredited laboratory that uses methods associated with the LCR.** The laboratory you choose can provide the required laboratory grade one-liter bottles for sampling, including the EPA-recommended wide-mouth bottles.

- **Review Public Water Systems (PWS) Instructions for Tap Sampling Monitoring (enclosed)**. Collect first draw lead and copper tap samples from interior cold water taps frequently used for consumption after the water has been standing in the plumbing for at least six hours without first flushing the tap according to 30 TAC Chapter §290.117(h)(1). Samples must be received in the laboratory within 14 days after the sample collection date per 30 TAC Chapter §290.117(h)(2)(E).

- **Complete TCEQ Form 20683, the Lead and Copper Rule Monitoring Form (enclosed)**. This is your chain of custody which accompanies your bottles to the laboratory.

The TCEQ has established lead and copper compliance monitoring schedules for **all** community PWSs. Please note in accordance with the federal Lead and Copper Rule Minor Revisions, all pre- existing state-approved "All Plastic Waivers" or nine-year waivers concerning lead and copper compliance monitoring are invalid. **Based on the federal provision and TCEQ's rules, your PWS is required to comply with all LCR regulations, including tap sample monitoring for lead and copper.**

The TCEQ provides necessary guidance and forms, laboratory and sampling information, and monitoring schedules on the TCEQ Drinking Water Lead and Copper Program webpage at the following link:
<https://www.tceq.texas.gov/drinkingwater/chemicals/lead_copper/lead-copper.html>

The TCEQ's Texas Drinking Water Watch is also available to find other important compliance information about your PWS and is located at:
<https://www.tceq.texas.gov/goto/dww>

Please be aware that failure to complete the required sampling constitutes a monitoring or reporting violation and may lead to enforcement action.

If you have questions or require additional assistance concerning lead and copper monitoring requirements for your PWS, please contact the TCEQ LCR program at (512) 239-4691 or PWSLCR@tceq.texas.gov.

Sincerely,

Gary Chauvin, Manager
Drinking Water Standards Section (MC-155)
Water Supply Division
Texas Commission on Environmental Quality

Enclosures: Public Water System (PWS) Instructions for Tap Water Sampling
Lead and Copper Sample Site Selection Pool and Materials
Survey Form 20467(a)
Homeowner Tap Sample and Collection Procedures
Lead and Copper Rule Monitoring Form 20683
Lead Consumer Notice From 20680a

cc: TCEQ Region 12
MARCIA STOPPELBERG, 2200 SCIAACA RD, SPRING TX 77373-6107

Texas Commission on Environmental Quality
Drinking Water Standards Section
Lead and Copper Program

Public Water System (PWS) Instructions for Tap Water Sampling

INITIAL OR ROUTINE SIX-MONTH (6M) MONITORING PERIOD

- Systems scheduled to sample are listed online at the TCEQ Lead and Copper Program webpage as well as on the Texas Drinking Water Watch website.

  Drinking Water Lead and Copper Program webpage:
  <https://www.tceq.texas.gov/drinkingwater/chemicals/lead_copper>

  Texas Drinking Water Watch website:

  < https://www.tceq.texas.gov/goto/dww>

- Initial or Routine monitoring period is defined as a six-month (6M) monitoring period beginning either January 1st (6M1) or July 1st (6M2). Systems scheduled for 6M1 or 6M2 monitoring have the entire six-months to collect the scheduled number of samples.

SAMPLE SITE REQUIREMENTS

- All PWSs are required to have an approved sample plan consisting of an approved list of tiered sample sites. Only samples collected from an approved sample pool will be accepted for compliance. TCEQ Form 20467(a) or (b) is required for the TCEQ to approve sample sites.
- 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 Sample Site Selection Pool and Materials Survey Form 20467(a) or (b) if sample sites are not approved or require updating.
- Homeowner Tap Sample Collection Procedures - for community public water systems.
- PWS Lead and Copper Rule Monitoring Form 20683. This accompanies the bottles to the laboratory. Sample results will be rejected if the collection locations do not match the approved sample sites.

SAMPLE COLLECTION GUIDANCE

- Contact a NELAP accredited laboratory to receive sample bottles. The following web address links to a list of current accredited laboratories:

  <https://www.tceq.texas.gov/assets/public/compliance/compliance_support/qa/txnelap_lab_list.pdf>

- Verify that sample bottles are 1 liter, laboratory grade and unpreserved prior to sample collection.

- Place a label on each bottle and ensure that all sample point IDs (LCR numbers) and collection locations match the approved sample sites.
- Ensure all samples are collected at regularly used inside kitchen or bathroom sinks using only cold water.
- Ensure the cold-water faucet is not used for at least six hours. Do not flush faucets prior to the start of the six-hour hold time.
- If customers are helping with sample collection, please mark the back of the Homeowner Tap Sample Collection Procedures with the correct sample point ID (LCR number) and sample site address. Homeowners must return the bottom portion of the procedures along with the bottle. Keep these procedures with your Lead and Copper Rule records. Do not send them to the laboratory.
- Ensure proper sample collection per instructions and procedures and confirm homeowner information is complete; including site location, collection date and time, water last used date and time and notate the sink where the sample was collected from (such as kitchen sink).

LABORATORY ANALYSIS

- Review all forms carefully as sample results cannot be contested once the PWS has relinquished custody of bottles to the laboratory.
- 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 Monitoring Form 20683.
- The laboratory must receive the sample bottles within 14 days of sample collection for preservation.
- Samples must be analyzed in accordance with EPA methods for drinking water and reported to the TCEQ within 10 days following the end of the monitoring period.

CONSUMER NOTIFICATION

- Use the TCEQ's lead consumer notification template form 20680(a) or (b).
- PWSs must provide a consumer notice of lead tap water monitoring results to persons served at the sites that were tested within 30 days of receiving results from the laboratory.
- Send a single representative copy of the notice (page 1 of form 20680) along with the certification of delivery (page 2 of form 20680) to the TCEQ within three months following the end of the monitoring period.

TCEQ CONTACT INFORMATION:

For Lead and Copper Rule questions, please contact the TCEQ Water Supply Division at (512) 239-4691, by email at PWSLCR@tceq.texas.gov, or at the following address:

Texas Commission on Environmental Quality
PO BOX 13087, MC 155
ATTN: Lead and Copper Program
Austin, Texas 78711 – 3087

TEXAS COMMISSION ON ENVIRONMENTAL QUALITY
LEAD/COPPER SAMPLE SITE SELECTION POOL AND MATERIALS SURVEY
FOR COMMUNITY WATER SYSTEMS FORM 20467(a)

THE NUMBER OF SAMPLE SITES REQUIRED IS BASED ON POPULATION AND CAN BE FOUND IN THE INSTRUCTIONS. **PLEASE READ THE INSTRUCTION SHEET BEFORE COMPLETING THIS FORM.**

PWS ID: _____

SYSTEM NAME: _____

ADDRESS: _____

CONTACT PERSON: _____

PHONE NUMBER: _____

EMAIL ADDRESS: _____

POPULATION:

- ☐ >100,000
- ☐ 10,001 to 100,000
- ☐ 3,301 to 10,000
- ☐ 501 to 3,300
- ☐ 101 to 500
- ☐ ≤100

SAMPLE SITE CATEGORIES

Systems must pick as many Tier 1 sites as possible before using Tier 2 sites. If there are insufficient Tier 2 sites, Tier 3 sites may be used. If there are insufficient Tier 1, 2 or 3 sites, the sampling pool may be completed using Tier Other sites. The Safe Drinking Water Act (SDWA) lead ban requiring the use of "lead-free" plumbing for drinking water took effect in 1988: buildings constructed after this date would not legally contain lead solder. In 2011 Congress passed the Reduction of Lead in Drinking Water Act (RLDWA) revising the definition of lead free by lowering the maximum lead content of the wetted surfaces of plumbing products (such as pipes, pipe fittings, plumbing fittings and fixtures) from 8% to a weighted average of 0.25%. Community water systems should indicate whether the sampling locations they have chosen are a school or childcare facility.

TIER 1	It is a **single-family structure** that contains lead pipes or is served by lead service lines. Or a **single-family structure** that contains copper pipes with lead solder installed after 1982 but before the SDWA lead ban in 1988.	**# of Sites** _____
TIER 2	It is a **building** or **multiple-family residence** that contains lead pipes or is served by lead service lines. Or a **building** or **multiple-family residence** that contains copper pipes with lead solder installed after 1982 but before the SDWA lead ban in 1988. It is a **school** or **childcare facility** that contains lead pipes, or is served by a lead service line. Or a **school** or **childcare facility** that contains copper pipes with lead solder installed after 1982 but before the SDWA lead ban in 1988.	**# of Sites** _____ **# of Sites** _____
TIER 3	Applies to CWS Only. **Single family structures** that contain copper pipes with lead solder installed before 1983.	**# of Sites**
OTHER	Sites not defined by Tiers 1 – 2 or 3: explain: **School** or **childcare facilities** that are not defined by Tier 2 explain:	**# of Sites** _____ **# of Sites** _____ **TOTAL # OF SITES**

TEXAS COMMISSION ON ENVIRONMENTAL QUALITY
LEAD/COPPER SAMPLE SITE POOL SELECTION FORM

PWS NUMBER: _____

Make sure you include all regular and backup sites and make as many pages as you need.

No	Location Address (Please also indicate school or childcare facility name if applicable)	Tier 1, 2, 3, Other	Served by a lead service line: Y or N or Unknown	Type of Plumbing Material	Date of Construction
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					

I have verified and certify that all sites from which lead and copper tap samples are collected shall be selected from a pool of targeted Tier 1, 2, 3, or "other" sample sites. Sample sites selected are representative of the distribution system and specifically represent areas of the systems most vulnerable to corrosion of lead and copper in water.

Signature:_____ **Date:** _____

Printed Name: _____ **Title:**_____

TEXAS COMMISSION ON ENVIRONMENTAL QUALITY
INSTRUCTIONS FOR SELECTING LEAD/COPPER SAMPLING SITES

The objective when selecting sampling sites is to choose sites with interior plumbing materials of lead and/or copper, if possible. These types of sites are categorized on the **Lead/Copper Sample Site Selection Form (SSF)** from highest to lowest risk (#1- Other) based on their likelihood to leach lead and/or copper into the drinking water.

Identify a sample pool consisting of sites that fit in the highest category (ies) as possible (closest to #1). For example, search first for sites that meet the description in Categories #1 or #2 on the Form. If you can't find sites that fit in either of these categories, then try to find sites that fit in Category #3. If you can't find any sites that fit in Categories #1-3, then all of your sampling sites will go in Category Other.

You must list the type of plumbing material and the date of construction for each site. You should also indicate whether the address you are sampling is a school or childcare facility.

Your Sampling Pool should include all identified sites at least EQUAL to the number of sites your system is required to sample during standard or initial monitoring. This is true for all systems on initial or reduced monitoring.

Example: Selecting Tier Sites and Sampling Pool

- A PWS serves 3,301 to 10,000 people and is on reduced monitoring
- It is required to have a pre-approved sampling pool of 40 sites of which to sample from
- If your sampling pool needs updating, please use the site selection form and materials evaluation survey form to help identify the 40 sites. Turn it into TCEQ for approval.
- Your Monitoring Plan will be updated at the same time your sampling pool is updated – keep a copy in your
- Your normal tap water sampling is 20 sites on reduced monitoring. Make sure in advance that your customers want to participate.
- Contact an accredited laboratory to receive bottles and to begin sampling.

Number of Sampling Sites Required for Standard / Initial Monitoring

System Size	System Population	Number of PBCU sample sites
Large	>100K	100
	50,001 – 100K	60
Medium	10,000 – 50K	60
	3,301 – 10,000	40
Small	501 – 3,300	20
	101 -500	10
	< 100	5

Number of Sampling Sites Required for Routine / Reduced Monitoring

System Size	System Population	Number of PBCU sample sites
Large	>100K	50
	50,001 – 100K	30
Medium	10,000 – 50K	30
	3,301 – 10,000	20
Small	501 – 3,300	10
	101 -500	5
	< 100	5

TEXAS COMMISSION ON ENVIRONMENTAL QUALITY
INSTRUCTIONS FOR SELECTING LEAD/COPPER SAMPLING SITES

ADDITIONAL GUIDELINES WHEN SAMPLING TAP WATER MONITORING

1. When a sufficient number of Tier 1 sites do not exist or are inaccessible, you must complete your sample pool with Tier 2 sites.

2. For CWSs, when a sufficient number of Tier 1 and Tier 2 sites do not exist or are inaccessible, you must complete your sampling pool with Tier 3 sites.

3. Any water system that cannot complete its sampling at sites that meet the applicable tier criteria must complete sampling at representative sites throughout the distribution system.

4. You are not required to target buildings with lead solder installed after the 1988 Texas Lead ban.

5. You should not monitor at sampling sites that have water softeners; however, if all of your available sampling sites have water softeners, you should identify the highest risk sites (Tier 1) and monitor at those locations kitchen or bathroom sinks.

6. If you are not able to draw at least half of your samples from taps served by lead service lines, you must collect a sample from each available site that is serviced by a lead service line.

7. If you do not have lead service lines, but you have lead goosenecks or pigtails, you can collect tap water samples at the sites with the goosenecks and/or pigtails.

8. You should not sample at sites with point of use devices or point of entry devices.

9. Once monitoring begins, you must use the same sites, unless a site is no longer accessible to you or no longer fits the requirements of a priority site. If your sites have changes you must update your sampling pool.

TEXAS COMMISSION ON ENVIRONMENTAL QUALITY
LEAD/COPPER SAMPLING SITE MATERIALS EVALUATION SURVEY

The following is a checklist of resources for water systems to use when evaluating and identifying plumbing materials in their systems. **Investigate the interior plumbing of your customers or your facility to determine what types of plumbing materials are present in your system. Mark the resource(s) you used in your investigation in the blank(s) provided.** If you use a resource which is not listed below, indicate that in the blanks provided next to "Other Sources".

MATERIALS SURVEY CHECKLIST

1. **Distribution System Materials** - Sources available to determine the number of lead service lines or lead goosenecks in the distribution system.

____ Distribution System Maps and Record Drawings (provide)
____ Capital improvement plans for distribution system development.
____ Utility records including meter installation records, customer complaint investigations and all historical documentation which indicate and/or confirm the location of lead service connections.
____ Interview senior personnel.
____ Perform community survey.

2. **Interior Plumbing Materials** - Sources available to determine the number of residential or non-residential buildings which have interior lead pipe or copper pipe with lead solder joints.

____ County appraisal district records.
____ Contacts within the water system, municipal office or other local officials.
____ Survey area plumbers about when and where copper pipe with lead solder was used.
____ **Interview residents** - letters, phone survey, personal contact, etc.
____ Interview local contractors, developers and builders.

3. **Corrosivity Characteristics -** public water supply systems shall identify whether the following construction materials are present in their distribution system and report to the State with a map showing the locations of the types of plumbing:

____ Lead pipes
____ Lead service lines
____ Lead solder
____ Lead from interior lining of distribution mains
____ Lead from alloys
____ Lead from home plumbing
____ Copper from piping and alloys, service lines, and home plumbing.
____ Galvanized piping, service lines, and home plumbing.
____ Ferrous piping materials such as cast iron and steel.
____ Asbestos cement pipe.

Other Sources (explain) _____

_____

_____

Return the form to:

TEXAS COMMISSION ON ENVIRONMENTAL QUALITY
PUBLIC DRINKING WATER – LEAD/COPPER PROGRAM - MC 155
P.O. BOX 13087 AUSTIN, TEXAS 78711-3087
If you have any questions, please call the Lead/Copper Program at Phone: 512/239-4691. Fax: 512/239-6050

We are providing you a sample bottle to collect a drinking water sample as part of your public water system monitoring program to determine the lead and copper levels in your tap water. This sampling effort is required by the U.S. Environmental Protection Agency (EPA) and the Texas Commission on Environmental Quality (TCEQ) under the Lead and Copper Rule and is being accomplished through the cooperation of homeowners and residents.

You must collect samples by the due date arranged by your public water system representative.

Collect samples from an **inside cold water tap** that has not been used for a **minimum of 6 hours**. Because of this requirement, the best time to collect samples is either early in the morning or in the evening upon returning from work. Be sure to use inside kitchen or bathroom cold water taps that have been used for drinking water consumption in the past few weeks. The collection procedure is described below.

1. Prior arrangements will be made with the customer to coordinate the sample collection event. Dates will be set for sample kit delivery and pick-up by water department staff.

2. There must be a minimum **of 6 hours** during which there is no water used from the inside tap the sample is taken from and any taps adjacent or close to that tap. Either early mornings or evenings upon returning home are the best sampling times to ensure that the necessary stagnant water conditions exist. Do not intentionally flush the water line before the start of the 6-hour period.

3. Use a **kitchen or bathroom cold-water faucet** for sampling. If you have water softeners on your kitchen taps, collect your sample from the bathroom tap that is not attached to a water softener, or a point of use filter, if possible. **Do not remove the aerator prior to sampling.** Place the opened sample bottle below the faucet and gently open the cold water tap as you would do to fill a glass of water. Fill the sample bottle to the line marked “1000-ml” and turn off the water.

4. Tightly cap the sample bottle and place in the sample kit provided. Please review the sample kit label at this time to ensure that all information contain on the label is correct.

5. If any plumbing repairs or replacement has been done in the home since the previous sampling event, note this information on the label as provided. Also if your sample was collected from a tap with a water softener, note this as well.

6. Place the sample kit in the same location the kit was delivered to so that public water system staff may pick up the sample kit.

7. Results from this monitoring effort and information about lead will be provided to you as soon as practical but no later than 30 days after the public water system learns of the tap monitoring results. However, if excessive lead and/or copper levels are found, immediate notification will be provided (usually 1-2 working days after the public water system learns of the tap monitoring results). A house that is in exceedance is over 0.015 mg/L for lead and over 1.3 mg/L for copper. Your water system provider will help you with a re-sample if your results come back over one or both of these levels.

Call______________________at________________if you have questions regarding these instructions. (public water system representative)

Homeowner – complete and attach this to sample bottle for water system provider

- -

TO BE COMPLETED BY RESIDENT
LCR_________
Sample Location: ____ (sample address)
Water was last used: Time_________ Date_____________
Sample was collected: Time_________ Date _____________
Which inside sink was used: Kitchen Bathroom Water Fountain Other__________________
I have read the above directions and I have taken a tap sample in accordance with these directions.
Signature Date

TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

LEAD AND COPPER RULE—MONITORING FORM 20683

PWS Name:		Laboratory Name:	
PWS ID #:	TX	Laboratory Address:	
PWS Address:		TCEQ Laboratory ID #:	
PWS Contact Name:		Laboratory Contact Name:	
PWS Contact Phone:		Laboratory Contact Phone #:	

PWS Tap Sample Checklist (√)

- ☐ Samples filled to 1 Liter line
- ☐ Samples taken from an inside sink
- ☐ Samples collected from cold water tap(s)
- ☐ Sinks were unused for 6 hours prior to collection
- ☐ Sample containers w/ labels and homeowner instructions
- ☐ Samples delivered to lab within 14 days of collection

Sample Condition on Reciept

	Samples delivered unpreserved (Y or N)
	Samples collected in 1 L lableled containers (Y or N)
	Samples filled to 1 L fill line (Y or N)
Actual sample temperature:	
Corrected sample temperature:	
Thermometer ID #:	

Sample Type (√): ☐ Compliance ☐ Non-Compliance

Lab Comments:

I acknowledge that the information on this form is true and correct and sites selected for sampling follow the approved TCEQ Form 20467 and the PWS Monitoring Plan. Falsification of this form or tampering with water samples is a crime punishable under state and/or federal law. (Texas Penal Code, Title 8, Chapter 37.10)

Name of Authorized PWS Representative (Print)	Signature	Date

Facility ID (e.g. DS01, PBCU001)	Sample Point ID (e.g. LCR001, ELCR)	Sample Location (Address of sample point -123 Main St, kitchen sink)	Sample Faucet Last Used		Sample Collected		Replacement (√)	Original Sample ID #	Original Collection Date (MMDDYY)	Lab Sample ID #	Lab Preservation		Sample Rejection Code (if applicable)
			Date (MMDDYY)	Time - 24 HR (HHMM)	Date (MMDDYY)	Time - 24 HR (HHMM)					Date (MMDDYY)	Time - 24 HR (HHMM)	

Chain of Custody

Relinquished By (Signature)	Date/Time:	Relinquished By Courier (Signature)	Date/Time:
Received by Courier (Signature)	Date/Time:	Received by Lab (Signature)	Date/Time:

TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

INSTRUCTIONS for COMPLETING the LEAD & COPPER RULE MONITORING FORM 20683

PWS to fill out the following fields. See additional information at <https://www.tceq.texas.gov/drinkingwater/chemicals/lead_copper/lead-copper.html> under "Sampling Instructions and Guidance." This form may be used for both lead & copper tap and/or source sampling as required.	
PWS Name:	Name of the Public water system
PWS ID:	Public water system identification number (seven digits preceded by the letters "TX")
PWS Address:	Public water system address
PWS Contact Name:	PWS contact person (or agent) responsible for the samples
PWS Contact Phone:	PWS contact (or agent) phone number
PWS Tap Sample Checklist (√):	Complete the checklist for lead & copper tap sampling. Samples must be delivered to the lab within 14 24-hour periods. Not all items on the Checklist are applicable to source water lead/copper samples.
Sample Type - Compliance or Non-compliance (√):	Check whether samples are to be used for compliance or not.
Sample collection acknowledgement:	Responsible PWS representative (or agent) who vouches for correct sample collection procedure and documentation. Fill out name, signature, organization, and date. Individual directly responsible for the collection of samples must ensure correct sample collection by checking all six items under the PWS Tap Sample Checklist.
Facility ID #:	Facility ID number found in Texas Drinking Water Watch (DWW). DS01 for distribution, PBCU001, etc. for entry points. Refer to "Sample Points" link on the Texas DWW Webpage: <http://dww2.tceq.texas.gov/DWW/>
Sample Point ID #:	Sample point ID number found in Texas Drinking Water Watch (e.g. LCR001, ELCR, etc.). Refer to "Sample Points" link on the Texas DWW Webpage: <http://dww2.tceq.texas.gov/DWW/>
Sample Location:	Address and sink type–found in Texas Drinking Water Watch under Sample Points; example-123 Main Street, kitchen sink for First Draw Samples or location of entry point for non-first draw samples.
Sample Faucet Last Used Date:	The date water was last used at sink in MM/DD/YY format
Sample Faucet Last Used Time:	The time water was last used at sink in 24 hour HH:MM format
Sample Collected Date:	The date of sample collection by PWS or homeowner in MM/DD/YY format.
Sample Collected Time:	The time of sample collection by PWS or homeowner in 24 hour HH:MM format.
Replacement (√):	Check (√) if the sample replaces a previously rejected sample. Otherwise, leave blank.
Original Sample ID:	If the "Replacement Indicator" box is checked fill out the "Original Sample ID #" column". Otherwise leave blank. (Can be added by the laboratory)
Original Collection Date:	If the "Replacement Indicator" box is checked fill out the "Original Sample Collection Date" column. Otherwise leave blank. (Can be added by the laboratory)
Chain of Custody (COC):	Indicate transfer by signature, date and time if the form is used to document COC. Several lines are provided for multiple transfers.
Laboratory to fill out the following fields. See additional information the the TCEQ QAPP Addendum 2 - *Guidance for Analysis and Reporting of Lead and Copper Tap Water Samples* located on the TCEQ Web page at <https://www.tceq.texas.gov/drinkingwater/chemicals/lead_copper/lead-copper.html>	
Laboratory Name:	Laboratory name
Laboratory Address:	Laboratory's address
TCEQ Laboratory ID #:	Laboratory ID number, unique to the Safe Drinking Water Act Information System (SDWIS). Usually the first ten digits of the accreditation ID
Laboratory Contact Name:	Laboratory contact name (for questions regarding analysis)
Laboratory Contact Phone #:	Laboratory contact phone number
Samples delivered unpreserved (Y or N):	Indicate "Y" if samples were received unpreserved. Indicate "N" if samples received preserved; reject samples and use rejection code "PR."
Samples collected in 1-L labeled bottles (Y or N):	Indicate "Y" if samples were received in properly labelled, 1 liter containers. Otherwise, indicate "N"; reject samples and use rejection code "IC."
Samples filled to 1-L fill line (Y or N):	Indicate "Y" if samples were correctly filled to the 1liter fill line. Otherwise, indicate "N"; reject samples and use rejection code "EV" for excessive volume or "VO" for insufficient volume.
Actual sample temperature:	Record uncorrected temperature upon arrival at the laboratory.
Corrected temperature:	Record corrected temperature upon arrival at the laboratory
Thermometer ID #:	Record the serial number or other unique identifier of thermometer used to measure temperature.
Lab Sample ID:	Laboratory generated sample identifier
Lab Preservation Date:	Date the lab preserved the sample in MM/DD/YY format.
Lab Preservation Time:	Time the lab preserved the sample in HH:MM format.
Sample Rejection Code:	Enter a sample rejection code if applicable. Additional information can be included in laboratory comments. See QAPP Addendum 2 for a list of rejection codes.
Received by Lab:	Indicate receipt of samples by providing signature and date of sample arrival at lab.

Lead Consumer Notice CWS TCEQ Form 20680a
Community Public Water Systems
Texas Commission on Environmental Quality

PWS ID #: TX_____DATE: _____

PWS NAME: _____

Our public water supply system is required to periodically collect tap water samples to determine the lead levels in our system. Your residence was selected for this monitoring as part of our system's sampling plan. This notice is provided to you with the analytical results of the tap water sample collected at your home.

Sample address: _____
Sample collection date: _____
Analytical Lead result, in mg/L (milligrams per liter): _____

Definitions
Action Level (AL): The action level is a concentration of a contaminant which, if exceeded, triggers treatment or other requirements which a public water system must follow. The lead action level is 0.015 mg/L. *Maximum contaminant level goal (MCLG)*: The level of a contaminant in drinking water below which there is no expected health risk. MCLGs allow a margin of safety. The MCLG for lead is 0.

What are the health effects of lead and how can I reduce my exposure?
If present, elevated levels of lead can cause serious health problems, especially for pregnant women and young children. Lead in drinking water is primarily from materials and components associated with service lines and home plumbing. [NAME OF WATER SYSTEM] is responsible for providing drinking water that meets all federal and state standards, but cannot control the variety of materials used in plumbing components. When your water has been sitting for several hours, you can minimize the potential for lead exposure by flushing your tap until the water is noticeably colder before using the water and using only cold water for drinking or cooking. If you are concerned about lead in your water, you may wish to have your water tested Information on lead in drinking water and steps you can take to minimize exposure is available from the Safe Drinking Water Hotline or at *EPA Safewater for Lead*. When replacing your bathroom or kitchen faucet, consider a "lead-free" faucet that meets NSF/ANSI Standard 61 Annex G, which is less than 0.25% lead by weight.

Who can I contact at my water system for more information?
Phone number at our public water supply system: _____
E-mail address at our public water supply system: _____

Lead Consumer Notice Certification Form 20680a

PWS ID #: TX_____

PWS NAME: _____

Monitoring Period to which the notice applies: _____
Date(s) results were received from laboratory: _____
Date(s) results were provided to customers: _____

The water system named above hereby certifies that its lead consumer notice has been provided to each person it serves at the specific sampling site from which the sample was tested. The water system also certifies that these results and the following information were provided to such persons within 30 days of receiving the test results from the laboratory:

☐ Individual tap results from lead tap water monitoring carried out under the requirements of 30 TAC §290.117(j).

☐ An explanation of the health effects of lead.

☐ Steps that consumers can take to reduce exposure to lead in drinking water.

☐ Contact Information for our water utility.

☐ The maximum contaminant level goals and action levels for lead, and the definitions of these two terms.

Certified by:

Name: _____

Title: _____

Phone: _____

Lead Consumer Notice Certification Form 20680a Instructions

In accordance with 30 TAC §290.117(i) and (j), you must complete the lead Consumer Notice (CN); distribute the notice to each home or building that was tested with its specific lead result, and submit a certification of your activities and a copy of the notice to **Texas Commission on Environmental Quality (TCEQ)** at the address listed below.

Timing of CN
All C and NTNC public water systems must provide the consumer notice as soon as practical, but no later than 30 days after the system receives the tap sampling results from their laboratory.

Consumer Notice Content
The consumer notice must include the results of lead tap sampling for the tap that was tested, an explanation of the health effects of lead, list steps consumers can take to reduce exposure to lead in drinking water, and contact information for the water utility. The notice must also provide the maximum contaminant level goal and the action level for lead and the definitions for these two terms from 40 CFR §141.153(c).

Consumer Notice Distribution
Within 30 days of receiving the analytical results, you must provide the required notice to the people served at each residence or building that was a part of the sampling plan. This can be accomplished through direct mail, including it with the water utility bill, or by hand delivery. Multi-family dwellings: Where testing occurs in buildings with many units, such as an apartment building, the notice must be provided to each individual unit that was tested. The notice does not have to extend to the entire building.

Certification to TCEQ
The PWS must send a signed copy of this certification form to the TCEQ no later than 3 months following the end of the monitoring period (MP).

Standard or Initial Sampling	MP end date is:	June 30 or December
Reduced or Routine	MP end date is:	September 30

The PWS must include with this certification a representative copy of the consumer notice distributed. Send your consumer notice and certification form to the following address:

Texas Commission on Environmental Quality
Office of Water, Water Supply Division,
Public Drinking Water Section, Lead and Copper Program,
MC155
P.O. Box 13087
Austin, TX 78711-3087