



TEXAS COMMISSION ON ENVIRONMENTAL QUALITY
 LEAD AND COPPER MONITORING – TAP SAMPLE SUBMISSION FORM (TSSF) 20683

PWS/_____/CO/2014_____/

(Public Water System (PWS) to fill out – please print in CAPS)

PWS ID #	TX			
PWS NAME:		PAGES SUBMITTED:		
PWS PHONE:		PWS EMAIL:		
PWS CERTIFIED OPERATOR NAME:		MONITORING PERIOD	<input type="checkbox"/> 2014 6M1 <input type="checkbox"/> 2014 6M2 <input type="checkbox"/> 2014 YR <input type="checkbox"/> 2014 3YR <input type="checkbox"/> 2014 9YR	

IMPORTANT: THIS FORM MUST ACCOMPANY THE SAMPLE BOTTLES WHEN THEY ARE SENT TO A LABORATORY. SAMPLES EXPIRE 14 DAYS AFTER COLLECTION. THE LABORATORY IS INSTRUCTED TO REJECT INCOMPLETE FORMS.

(PWS to fill out – please print in CAPS. Use as many forms as necessary to match bottle collection numbers. Further instructions on back)

SAMPLE POINT ID	SAMPLE SITE LOCATION (location and inside sink)	WATER LAST USED DATE (MMDDYY)	WATER LAST USED TIME (HHMM)	SAMPLE COLLECTED DATE (MMDDYY)	SAMPLE COLLECTED TIME (HHMM)	DATE SUBMITTED TO LAB (MMDDYY)
LCR001 (Example)	5933 Miracle Springs Dr / Kitchen Sink (address must match what is in Drinking Water Watch, Site Selection Form and Monitoring Plan)	06/24/2014	0900	06/24/2014	1800	06/26/2014
LCR						
LCR						
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I acknowledge that the information on this form is true and correct and sites selected for sampling following the PWS Monitoring Plan and that the TCEQ Form 20467 Site Selection and Materials Survey has been filled out and sent in to TCEQ for approval prior to sampling.

Refusing to sign and comply with sampling protocols as outlined in the following instructions or on this form will result in monitoring and reporting violation(s), possible enforcement, and fines.

Signature Name _____

Date _____

INSTRUCTIONS

- PWS ID:** Water System identification number
- PWS Name:** Name of water system
- PWS Phone:** Phone number of water system
- PWS Certified Operator:** Certified Operator or Responsible Person who either took samples or is responsible for the samples
- Pages Submitted:** The # of pages of LCR/site location/ addresses you are including with bottles. Each page has 10 address possibilities.
- PWS Email:** System email for communication purposes
- Monitoring Period:** System's monitoring period 6M, 1 year, 3 year, or 9 year. <http://dww.tceq.state.tx.us/DWW/> under Sample Schedules left yellow column. Scroll down to find PBCU schedules – looks like 5/RT 3YR followed by 2014.

Sample Point ID:

Texas Drinking Water Watch – Sample Points – LCR numbers are addresses and numbers we currently have on file for the PWS. <http://dww.tceq.state.tx.us/DWW/>. Enter the Water System No. Click on the water system number in blue. Click on Sample Points found in yellow left column. Scroll the page down until you see LCR001, LCR002, LCR003, etc. These numbers are to be added to the front page. Each LCR001 has its own address and can't be changed once an address/location has been assigned to it.

*Every system is required to update their PWS Monitoring Plan/Site Selection Form by completing TCEQ Form 20467 **prior to sampling**. The sampling pool requirements found in Title 30 Texas Administrative Code (30 TAC) §290.117(c) discuss the different Tiers associated with the Lead and Copper Rule Tap Sampling.*

Example: You have a population of 560 people and are on reduced sampling. You should have 20 LCR numbers and addresses = 10 as routine sample sites and 10 listed as backup sampling sites. This is your sampling pool. Complete TCEQ Form 20467 and send them in prior to sampling in 2014. We will update your Monitoring Plan at the same time. If you go out to sample and find that LCR003 does not want to participate this year, you have 10 other pre-approved sites to pull from LCR011 – LCR020. You are not allowed to swap out a new address with an old LCR003. You must have a new address with a new LCR number. Call if you still have questions.

Sample Site Location/Address:

See above = the site location/address goes with a LCR001 number and is not swapped out at any time. Site location/addresses should be in Tiers according to the years and types of plumbing materials. It is required to use Tier 1 first, followed by Tier 2, followed by Tier 3, and finally – “other”. (30 TAC) §290.117(c)

Water Last Used Date: This comes from the person sampling/homeowner information when you pick up the bottle from them.

Water Last Used Time: This comes from the person sampling/homeowner information when you pick up the bottle from them.

Collection Date: The date sample was collected by PWS or homeowner. Please use MM/DD/YY format.

Collection Time: The time sample was collected by PWS or homeowner. Please use 24 hour clock when reporting HH/MM.

Date Submitted to Lab: The date bottles were hand-delivered or overnighted to lab. Please use MM/DD/YY format.

Texas Commission on Environmental Quality
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