

## Residential Lead Monitoring Program – Progress Checklist for Operators

This checklist supports progress through the development and implementation of your Residential Lead Monitoring Program:

- Review Operational Guideline ODW-OG-17 Residential Lead Monitoring Program.
- Inform the municipal governing body or owner of your water system of the upcoming, required lead sampling program as soon as possible.
- Develop and implement a communications strategy for the water system and its users. This step may include internal discussions with managers, CAOs and water system owners and the methods that will be used to communicate the lead sampling program, the risks associated with lead and the required notification of sample results. Download applicable public communication templates from the Office of Drinking Water website.
- Develop a sampling plan by selecting priority sampling locations in your distribution system, and according to the number of sample locations required. Two thirds of your samples should be collected between June and October. Confirm whether you, the Operator, or the homeowner will be sampling. If the homeowner intends to sample, provide them with sampling instructions. Manitoba water suppliers will use the Random Daytime (RDT) sampling method and the 30-minute stagnation (30MS) for re-samples. Get quotes from an accredited laboratory for Total Lead analysis for the total number of lead samples to be submitted from your water system.
- Order bottles, coolers and blank sample submission forms from the laboratory. You will need one 1-litre wide mouth bottle for each RDT sample location. If taking 30MS samples at the same time an additional two 1-litre wide mouth for each 30MS sample location will be needed. It will not be necessary to add any preservatives to your samples. This will be completed at the laboratory of your choosing. If you expect that a particular location's result may be elevated, order extra sampling bottles for that location
- Determine how the samples will be shipped to the laboratory after collection.

Begin sampling!

- Review and interpret results, collect resamples as required. Any 30MS results above the maximum acceptable concentration of 0.005mg/L are to be reported immediately to the Regional Drinking Water Officer. Submit all final results to your Regional Drinking Water Officer in excel format at the end of the sampling year.
- Determine the short-, medium- and long-term corrective actions, if necessary. Plan for sampling next year. The number of sampling locations may be reduced following the second year of sampling.