



MARYLAND DEPARTMENT OF THE ENVIRONMENT

Water Management Administration, Water Supply Program
1800 Washington Blvd, Ste 450 • Baltimore, MD 21230
410-537-3706 • 1-800-633-6101 • www.mde.maryland.gov



RTCR START-UP PROCEDURE FORM (Transient)

System Name:		PWSID #	
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If you need help completing this form, contact Carol Jackson 410-537-3585

Basic Information:

The Revised Total Coliform Rule (RTCR) requires seasonal water systems to conduct a state-approved start-up procedure before opening. When a water system is not pressurized (shut down) there is an increased risk that part(s) of the water system may become contaminated. Performing a start-up procedure will reduce the risk that contaminated water is served to consumers.

Exemption:

A start-up procedure is not required for seasonal water systems that maintain a pressurized distribution system during the period of time they are closed. However, it is recommended that all seasonal facilities flush their water lines and perform a start-up procedure prior to opening.

Required Evaluation:

Numbers 1 thru 7 must be evaluated.

1. Source: Is the Well/ Spring box/ Intake in good condition with no visible issues or damage?	Yes / No	Notes:
2. Well/ Pump/ Treatment house(s): Are all in good condition with no visible issues?	Yes / No	Notes:
3. Treatment: Does the treatment system(s) appear to be in good condition and functional?	Yes / No N/A	Notes:
4. Storage Tank: Is the tank(s) in good condition with no visible damage or issues?	Yes / No	Notes:
5. Distribution System: Does the distribution system appear to be in good condition with no leaks?	Yes / No	Notes:
6. Flushing: Was fresh source water flushed through the entire water distribution system?	Yes / No	Notes:
7. General: Does the entire water system seem to be in good condition with no visible issues?	Yes / No	Notes:

Optional:

8. Disinfection: Perform a low dose chlorination of the source and entire distribution system.	Completed: Yes / No	Notes:
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9. Post Disinfection Flush: Flush all of the low dose chlorinated water out of the water system.	Completed: Yes / No	Notes:
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Required Sampling:

10. Pre-opening Sampling Were the results of the bacteriological water sample(s) negative?	Yes / No	Notes:
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Notes:

- If the water system is disinfected, bacteriological samples cannot be collected until the chlorinated water has been flushed from the distribution system.
- If the water system is disinfected, then the post disinfection flush must be performed prior to opening and serving water to the public.
- If your operating schedule begins April 1st, a bacteriological sample must be taken in the first quarter.

Repairs:

If you have answered "No" to anything under the required evaluation section (1-7), you must perform a repair to correct the issue. The repair must be completed prior to opening the facility.

Certification:

I certify that the information contained herein is true, accurate and completed to the best of my knowledge and belief.

Owner/ Operator Name:		Date:	
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Signature:		Phone #:	
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Submit the completed form to MDE via email to watersupply.sampleresults@maryland.gov, or fax to (410) 537-3157