



For: Public Water Systems Serving 1,000 or Fewer People that Collect Routine Total Coliform Sample(s) each Month

Revised Total Coliform Rule (RTCR)  
40 CFR 141.851 - 141.861

### Routine Sample Monitoring Actions

Enter your sampling information in the spaces below.

Collect samples at the location(s) and timeframes included in your Sample Siting Plan that are representative of water throughout the distribution system.

Site Location (ex. Address, Location Description, etc.)

Site Location (Alternative Address, Location Description, etc.)

Expected Sample Day (ex. 1st Tuesday of the month)

# of TC Samples to be Collected

Lab Contact (name & phone)

State Contact (name & phone)

#### IMPORTANT REMINDERS

- ✓ COLLECT SAMPLES (ROUTINE & REPEAT) BASED ON YOUR SAMPLE SITING PLAN.
- ✓ ENSURE ALL **TC+** SAMPLES ARE ANALYZED FOR **EC**.
- ✓ REPORT (OR ENSURE YOUR LAB REPORTS) YOUR ROUTINE AND REPEAT SAMPLE RESULTS TO THE STATE NO LATER THAN THE 10TH DAY OF THE FOLLOWING MONTH.
- ✓ CALL YOUR STATE ON THE SAME BUSINESS DAY YOU LEARN OF THE **EC+** RESULT. ASK YOUR STATE, OTHER REPORTING OPTIONS MAY BE AVAILABLE.
- ✓ KEEP ALL MICROBIOLOGICAL ANALYSES RECORDS FOR A MINIMUM OF 5 YEARS.

### Sampling Protocols

You **MUST**:

- ✓ **Collect** 100 ml per sample.
- ✓ **Collect** samples in bottles specific to **TC** for drinking water analysis.
- ✓ **Conduct** residual chlorine testing at the same time, if required by your state.
- ✓ **Send** samples to a state certified lab that performs **TC** drinking water analyses.
  - Samples must be sent with sufficient time for the laboratory to begin sample analysis **within 30 hours** of sample collection.
  - Samples should be maintained at a temperature below 10°C/50°F during transit.

**TC** = Total coliform

**EC** = *E. coli*

**TC+** = Total coliform-positive or present.

**TC-** = Total coliform-negative or absent.

**EC+** = *E. coli*-positive or present.

**EC-** = *E. coli* negative or absent.

**EC?** - *E. coli* not analyzed

### Ground Water Rule (GWR) Actions

If “triggered source water monitoring” from the GWR applies to your water system, when you have a **TC+** under the RTCR, you must:

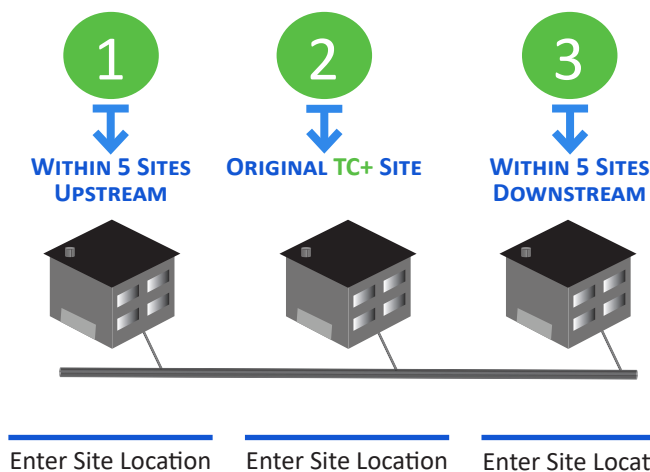
- ✓ **Collect** 1 sample from each well (source water) in use at the time the routine **TC+** was collected.
- ✓ **Analyze** the source water sample for **EC**, if “dual purpose” samples are approved by your state. If “dual purpose” samples are not approved by your state, analyze source water sample for a **fecal indicator**.

For more GWR details see NC's Compliance Services website at: <https://deq.nc.gov/about/divisions/water-resources/drinking-water/compliance-services#groundwater>

### Repeat Sample Monitoring Actions

✓ **Within 24 hours** of notification of a **TC+** sample result or **sooner, as specified by your state**, collect 3 repeat samples (a set).

- **Collect** 3 repeat samples for each routine **TC+** sample.



- **Review the Analysis Results** of the 3 repeat samples to see if any sample in the set is **TC+**.
- **Stop collecting** repeats when all samples are **TC-** in one set, or **TC+** results trigger a **Level 1** or **Level 2 Assessment**.
- **Continue** routine monitoring, if all the repeat samples are **TC-**.

### Assessment Actions

✓ **Conduct** the applicable **Level 1** or **Level 2\* Assessment** within 30 days:

- If any of the repeat samples are **TC+**, or
- If any or all of the repeats are not collected.

\*A **Level 2 Assessment** must be completed by the state or state approved assessor, if any of the following occur:

- **TC+** routine sample and **EC+** repeat sample.
- **EC+** routine sample and **TC+** repeat sample.
- **EC+** routine sample and any or all repeat samples are not collected.
- **TC+** repeat and **EC?** repeat sample.

✓ **Contact** your state!

Division of Water Resources  
Public Water Supply Section  
August 2020



## For: Public Water Systems Serving 1,000 or Fewer People that Collect Routine Total Coliform Sample(s) each Quarter

Revised Total Coliform Rule (RTCR)  
40 CFR 141.851 - 141.861

### Routine Sample Monitoring Actions

Enter your sampling information in the spaces below.

Collect samples at the location(s) and timeframes included in your Sample Siting Plan that are representative of water throughout the distribution system.

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Site Location (ex. Address, Location Description, etc.)

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Site Location (Alternative Address, Location Description, etc.)

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Expected Sample Day (ex. 1st Tuesday of each quarter)

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# of TC Samples to be Collected

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Lab Contact (name & phone)

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State Contact (name & phone)

#### IMPORTANT REMINDERS

- ✓ COLLECT SAMPLES (ROUTINE & REPEAT) BASED ON YOUR SAMPLE SITING PLAN.
- ✓ ENSURE ALL **TC+** SAMPLES ARE ANALYZED FOR **EC**.
- ✓ REPORT (OR ENSURE YOUR LAB REPORTS) YOUR ROUTINE AND REPEAT SAMPLE RESULTS TO THE STATE NO LATER THAN THE 10TH DAY AFTER THE END OF THE MONITORING PERIOD.
- ✓ CALL YOUR STATE ON THE SAME BUSINESS DAY YOU LEARN OF THE **EC+** RESULT. ASK YOUR STATE, OTHER REPORTING OPTIONS MAY BE AVAILABLE.
- ✓ KEEP ALL MICROBIOLOGICAL ANALYSES RECORDS FOR A MINIMUM OF 5 YEARS.

### Sampling Protocols

You **MUST**:

- ✓ **Collect** 100 ml per sample.
- ✓ **Collect** samples in bottles specific to **TC** for drinking water analysis.
- ✓ **Conduct** residual chlorine testing at the same time, if required by your state.
- ✓ **Send** samples to a state certified lab that performs **TC** drinking water analyses.
  - Samples must be sent with sufficient time for the laboratory to begin sample analysis **within 30 hours** of sample collection.
  - Samples should be maintained at a temperature below 10°C/50°F during transit.

### Ground Water Rule (GWR) Actions

If “triggered source water monitoring” from the GWR applies to your water system, when you have a **TC+** under the RTCR, you must:

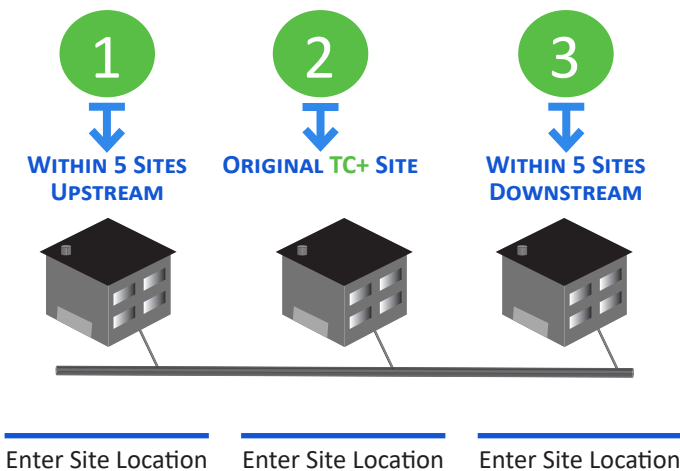
- ✓ **Collect** 1 sample from each well (source water) in use at the time the routine **TC+** was collected.
- ✓ **Analyze** the source water sample for **EC**, if “dual purpose” samples are approved by your state. If “dual purpose” samples are not approved by your state, analyze source water sample for a **fecal indicator**.

For more GWR details see NC's Compliance Services website at: <https://deq.nc.gov/about/divisions/water-resources/drinking-water/compliance-services#groundwater>

Division of Water Resources  
Public Water Supply Section  
August 2020

### Repeat Sample Monitoring Actions

- ✓ **Within 24 hours** of notification of a **TC+** sample result or **sooner, as specified by your state**, collect 3 repeat samples (a set).
  - **Collect** 3 repeat samples for each routine TC+ sample.



- **Review the Analysis Results** of the 3 repeat samples to see if any sample in the set is **TC+**.
- **Stop collecting** repeats when all samples are **TC-** in one set, or **TC+** results trigger a **Level 1** or **Level 2 Assessment**.
- **Continue** routine monitoring, if all the repeat samples are **TC-** (See *Additional Routine Sample Monitoring*).

**TC** = Total coliform

**EC** = *E. coli*

**TC+** = Total coliform-positive or present.

**TC-** = Total coliform-negative or absent.

**EC+** = *E. coli*-positive or present.

**EC-** = *E. coli* negative or absent.

**EC?** = *E. coli* not analyzed

### Assessment Actions

- ✓ **Conduct** the applicable **Level 1** or **Level 2\* Assessment** within 30 days:
  - If any of the repeat samples are **TC+**, or
  - If any or all of the repeats are not collected.

\*A **Level 2 Assessment** must be completed by the state or state approved assessor, if any of the following occur:

  - **TC+** routine sample and **EC+** repeat sample.
  - **EC+** routine sample and **TC+** repeat sample.
  - **EC+** routine sample and any or all repeat samples are not collected.
  - **TC+** repeat and **EC?** repeat sample.
- ✓ **Contact** your state!

### Additional Routine Sample Monitoring Actions

- ✓ The month following a **TC+** sample, you **MUST** collect 3 additional routine samples at your routine sample location(s) as identified in your sample siting plan.
  - Collect at regular time intervals throughout the month or on a single day if taken from different sites.
- ✓ You **MUST** use the results of additional routine samples in determining if you trigger a **Level 1** or **Level 2 Assessment** for the month in which these samples are collected.

**Note:** Call your state, if the sample results are positive. Your results may have triggered you into increased sampling (i.e., monthly monitoring).





# For: Public Water Systems Serving 1,000 or Fewer People that Collect Routine Total Coliform Sample(s) One-time a Year

Revised Total Coliform Rule (RTCR)  
40 CFR 141.851 - 141.861

## Routine Sample Monitoring Actions

Enter your sampling information in the spaces below.

Collect samples at the location(s) and timeframes included in your Sample Siting Plan that are representative of water throughout the distribution system.

Site Location (ex. Address, Location Description, etc.)

Site Location (Alternative Address, Location Description, etc.)

Expected Sample Day (ex. 1st Tuesday in August)

# of TC Samples to be Collected

Lab Contact (name & phone)

State Contact (name & phone)

### IMPORTANT REMINDERS

- ✓ COLLECT SAMPLES (ROUTINE & REPEAT) BASED ON YOUR SAMPLE SITING PLAN.
- ✓ ENSURE ALL **TC+** SAMPLES ARE ANALYZED FOR **EC**.
- ✓ REPORT (OR ENSURE YOUR LAB REPORTS) YOUR ROUTINE AND REPEAT SAMPLE RESULTS TO THE STATE NO LATER THAN THE 10TH DAY AFTER THE END OF THE MONITORING PERIOD.
- ✓ CALL YOUR STATE ON THE SAME BUSINESS DAY YOU LEARN OF THE **EC+** RESULT. ASK YOUR STATE, OTHER REPORTING OPTIONS MAY BE AVAILABLE.
- ✓ KEEP ALL MICROBIOLOGICAL ANALYSES RECORDS FOR A MINIMUM OF 5 YEARS.

## Sampling Protocols

You **MUST**:

- ✓ **Collect** 100 ml per sample.
- ✓ **Collect** samples in bottles specific to **TC** for drinking water analysis.
- ✓ **Conduct** residual chlorine testing at the same time, if required by your state.
- ✓ **Send** samples to a state certified lab that performs **TC** drinking water analyses.
  - Samples must be sent with sufficient time for the laboratory to begin sample analysis **within 30 hours** of sample collection.
  - Samples should be maintained at a temperature below 10°C/50°F during transit.

## Ground Water Rule (GWR) Actions

If “triggered source water monitoring” from the GWR applies to your water system, when you have a **TC+** under the RTCR, you must:

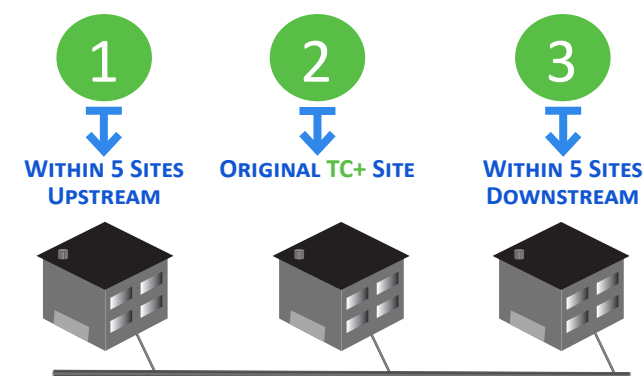
- ✓ **Collect** 1 sample from each well (source water) in use at the time the routine **TC+** was collected.
- ✓ **Analyze** the source water sample for **EC**, if “dual purpose” samples are approved by your state. If “dual purpose” samples are not approved by your state, analyze source water sample for a **fecal indicator**.

For more GWR details see NC's Compliance Services website at: <https://deq.nc.gov/about/divisions/water-resources/drinking-water/compliance-services#groundwater>

Division of Water Resources  
Public Water Supply Section  
August 2020

## Repeat Sample Monitoring Actions

- ✓ **Within 24 hours** of notification of a **TC+** sample result or **sooner, as specified by your state**, collect 3 repeat samples (a set).
  - **Collect** 3 repeat samples for each routine **TC+** sample.



Enter Site Location   Enter Site Location   Enter Site Location

- **Review the Analysis Results** of the 3 repeat samples to see if any sample in the set is **TC+**.
- **Stop collecting** repeats when all samples are **TC-** in one set, or **TC+** results trigger a **Level 1** or **Level 2 Assessment**.
- **Continue** routine monitoring, if all the repeat samples are **TC-** (See *Additional Routine Sample Monitoring*).

**TC** = Total coliform

**EC** = *E. coli*

**TC+** = Total coliform-positive or present.

**TC-** = Total coliform-negative or absent.

**EC+** = *E. coli*-positive or present.

**EC-** = *E. coli* negative or absent.

**EC?** = *E. coli* not analyzed

## Assessment Actions

- ✓ **Conduct** the applicable **Level 1** or **Level 2\* Assessment** within 30 days:
  - If any of the repeat samples are **TC+**, or
  - If any or all of the repeats are not collected.

\*A **Level 2 Assessment** must be completed by the state or state approved assessor, if any of the following occur:

  - **TC+** routine sample and **EC+** repeat sample.
  - **EC+** routine sample and **TC+** repeat sample.
  - **EC+** routine sample and any or all repeat samples are not collected.
  - **TC+** repeat and **EC?** repeat sample.
- ✓ **Contact** your state!

## Additional Routine Sample Monitoring Actions

- ✓ The month following a **TC+** sample, you **MUST** collect 3 additional routine samples at your routine sample location(s) as identified in your sample siting plan.
  - Collect at regular time intervals throughout the month or on a single day if taken from different sites.
- ✓ You **MUST** use the results of additional routine samples in determining if you trigger a **Level 1** or **Level 2 Assessment** for the month in which these samples are collected.

**Note:** Call your state, if the sample results are positive. Your results may have triggered you into increased sampling (i.e., monthly or quarterly monitoring).



For: Seasonal Water Systems Serving 1,000 or Fewer People that Collect Routine Total Coliform Sample(s) each Month

Revised Total Coliform Rule (RTCR)  
40 CFR 141.851 - 141.861

### Seasonal Start-up Procedures Actions

Seasonal start-up procedures help reduce the presence of harmful bacteria in your system's water.

You **MUST**:

- ✓ **Conduct** and **complete** your start-up procedures every operating season **BEFORE** delivering drinking water to your customers.
  - **Use** the state-specific start-up procedures and checklist.
- ✓ **Send** the state-specific certification form to the state **BEFORE** serving water to customers.

If you have any questions regarding the seasonal start-up procedure, please contact the state.

[Questions? State Contact Information](https://deq.nc.gov/about/divisions/water-resources/drinking-water/)

<https://deq.nc.gov/about/divisions/water-resources/drinking-water/>

State Website

#### IMPORTANT REMINDERS

- ✓ CONDUCT SEASONAL START-UP PROCEDURES BEFORE SERVING WATER TO CUSTOMERS.
- ✓ COLLECT SAMPLES (ROUTINE & REPEAT) BASED ON YOUR SAMPLE SITING PLAN.
- ✓ ENSURE ALL **TC+** SAMPLES ARE ANALYZED FOR **EC**.
- ✓ REPORT (OR ENSURE YOUR LAB REPORTS) YOUR ROUTINE AND REPEAT SAMPLE RESULTS TO THE STATE NO LATER THAN THE 10TH DAY OF THE FOLLOWING MONTH.
- ✓ CALL YOUR STATE ON THE SAME BUSINESS DAY YOU LEARN OF THE **EC+** RESULT. ASK YOUR STATE, OTHER REPORTING OPTIONS MAY BE AVAILABLE.
- ✓ KEEP ALL MICROBIOLOGICAL ANALYSES RECORDS FOR A MINIMUM OF 5 YEARS.

### Routine Sample Monitoring Actions

**Enter** your sampling information in the spaces below.

**Collect** samples at the location(s) and timeframes included in your Sample Siting Plan that are representative of water throughout the distribution system.

Site Location (ex. Address, Location Description, etc.)

Site Location (Alternative Address, Location Description, etc.)

Expected Sample Day (ex. 1st Tuesday of the month)

# of TC Samples to be Collected

Lab Contact (name & phone)

State Contact (name & phone)

### Repeat Sample Monitoring Actions

- ✓ **Within 24 hours** of notification of a **TC+** sample result or **sooner as specified by your state** collect 3 repeat samples (a set).
  - **Collect** 3 repeat samples for each routine **TC+** sample.
  - **Review the Analysis Results** of the 3 repeat samples to see if any sample in the set is **TC+**.
  - **Stop collecting** repeats when all samples are **TC-** in one set, or **TC+** results trigger a **Level 1** or **Level 2 Assessment**.
  - **Return** to routine monitoring, if all the repeat samples are **TC-**.

### Sampling Protocols

You **MUST**:

- ✓ **Collect** 100 ml per sample.
- ✓ **Collect** samples in bottles specific to **TC** for drinking water analysis.
- ✓ **Conduct** residual chlorine testing at the same time, if required by your state.
- ✓ **Send** samples to a state certified lab that performs **TC** drinking water analyses.
  - Samples must be sent with sufficient time for the laboratory to begin sample analysis **within 30 hours** of sample collection.
  - Samples should be maintained at a temperature below 10°C/50°F during transit.

### Ground Water Rule (GWR) Actions

If "triggered source water monitoring" from the GWR applies to your water system, when you have a **TC+** under the RTCR, you must:

- ✓ **Collect** 1 sample from each well (source water) in use at the time the routine **TC+** was collected.
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For more GWR details see NC's Compliance Services website at: <https://deq.nc.gov/about/divisions/water-resources/drinking-water/compliance-services#groundwater>

### Assessment Actions

- ✓ **Conduct** the applicable **Level 1** or **Level 2\*** **Assessment** within 30 days:
  - If any of the repeat samples are **TC+**, or
  - If any or all of the repeats are not collected.
- \*A **Level 2 Assessment** must be completed by the state or state approved assessor, if any of the following occur:
  - **TC+** routine sample and **EC+** repeat sample.
  - **EC+** routine sample and **TC+** repeat sample.
  - **EC+** routine sample and any or all repeat samples are not collected.
  - **TC+** repeat and **EC?** repeat sample.
- ✓ **Contact** your state!

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**TC+** = Total coliform-positive or present.  
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State Website

#### IMPORTANT REMINDERS

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Site Location (ex. Address, Location Description, etc.)

Site Location (Alternative Address, Location Description, etc.)

Expected Sample Day (ex. 1st Tuesday of the quarter)

# of TC Samples to be Collected

Lab Contact (name & phone)

State Contact (name & phone)

### Repeat Sample Monitoring Actions

✓ **Within 24 hours** of notification of a **TC+** sample result or **sooner as specified by your state** collect 3 repeat samples (a set).

- **Collect** 3 repeat samples for each routine TC+ sample.
- **Review the Analysis Results** of the 3 repeat samples to see if any sample in the set is **TC+**.
- **Stop collecting** repeats when all samples are **TC-** in one set, or **TC+** results trigger a **Level 1** or **Level 2 Assessment**.
- **Continue** routine monitoring, if all the repeat samples are **TC-**.

Division of Water Resources  
Public Water Supply Section  
August 2020

For: Seasonal Water Systems Serving 1,000 or Fewer People that Collect Routine Total Coliform Sample(s) each Quarter

### Sampling Protocols

You **MUST**:

- ✓ **Collect** 100 ml per sample.
- ✓ **Collect** samples in bottles specific to **TC** for drinking water analysis.
- ✓ **Conduct** residual chlorine testing at the same time, if required by your state.
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**EC?** - *E. coli* not analyzed

### Ground Water Rule (GWR) Actions

If "triggered source water monitoring" from the GWR applies to your water system, when you have a **TC+** under the RTCR, you must:

- ✓ **Collect** 1 sample from each well (source water) in use at the time the routine **TC+** was collected.
- ✓ **Analyze** the source water sample for **EC**, if "dual purpose" samples are approved by your state. If "dual purpose" samples are not approved by your state, analyze source water sample for a **fecal indicator**.

### Additional Routine Sample Monitoring Actions

- ✓ The month following a **TC+** sample, you **MUST** collect 3 additional routine samples at your routine sample location(s).
  - Collect at regular time intervals throughout the month or on a single day if taken from different sites.
- ✓ You **MUST** use the results of additional routine samples in determining if you trigger a **Level 1** or **Level 2 Assessment** during the month in which these samples are collected.

**Note:** Call your state, if the sample results are positive. Your results may have triggered you into increased sampling (i.e., monthly monitoring).

### Assessment Actions

- ✓ **Conduct** the applicable **Level 1** or **Level 2\* Assessment** within 30 days:
  - If any of the repeat samples are **TC+**, or
  - If any or all of the repeats are not collected.
- \*A **Level 2 Assessment** must be completed by the state or state approved assessor, if any of the following occur:
  - **TC+** routine sample and **EC+** repeat sample.
  - **EC+** routine sample and **TC+** repeat sample.
  - **EC+** routine sample and any or all repeat samples are not collected.
  - **TC+** repeat and **EC?** repeat sample.
- ✓ **Contact** your state!

For more GWR details see NC's Compliance Services website at: <https://deq.nc.gov/about/divisions/water-resources/drinking-water/compliance-services#groundwater>



Revised Total Coliform Rule (RTCR)  
40 CFR 141.851 - 141.861

For: Public Water Systems Serving 1,000 or Fewer  
People Requiring a Level 1 or Level 2 Assessment

### Level 1 Assessment

**MUST** be conducted by:

Authorized personnel

**Level 1 Assessment** treatment technique (TT) triggers occur when a water system:

- ✓ Has two or more **TC+** samples (use both routine and repeat results in your calculation) in one month; or
- ✓ Fails to collect and analyze at least 3 repeat samples for each routine **TC+**.

### Level 2 Assessment

**MUST** be conducted by the state or a party approved by the state.

Authorized personnel

**Level 2 Assessment** TT-triggers occur when a water system:

- ✓ Incurs an **EC** maximum contamination level (MCL) violation; or
- ✓ Triggers two **Level 1 Assessments** in a rolling 12-month period; or
- ✓ For systems on annual monitoring, triggers a **Level 1 Assessment** in two consecutive years.



**Within 30 days** of learning that the TT-trigger has been exceeded.



**Ensure** completed Level 1 or Level 2 Assessment form is submitted to the state

**TC** = Total coliform                      **EC** = *E. coli*  
**TC+** = Total coliform-positive or present.      **EC+** = *E. coli*-positive or present.  
**TC-** = Total coliform-negative or absent.      **EC-** = *E. coli* negative or absent.  
**EC?** - *E. coli* not analyzed

### Level 1 and Level 2 Assessment Steps

- Step 1: Call the state to verify or select the appropriate person to conduct the assessment, and to receive the assessment form.
- Step 2: Complete the assessment **within 30 days** of the TT-trigger.
- Step 3: Correct any sanitary defects found. For any sanitary defect that cannot be corrected within 30 days of the TT-trigger, you **MUST** obtain a state-approved schedule for correcting the sanitary defect.
- Step 4: Submit the completed assessment form to the state **within 30 days** of the TT-trigger.
- Step 5: Notify the state after completing the corrective action for each sanitary defect identified that was not fixed within 30 days of the TT-trigger.

If Routine Sample Is:		Any Repeat Sample Is:	You MUST Take the Following Actions:
<b>TC+ / EC-</b>	&	<b>TC-</b>	<ol style="list-style-type: none"> <li>1. Systems monitoring monthly, continue with routine monitoring.</li> <li>2. Systems monitoring quarterly or annually conduct additional routine monitoring the following month after the <b>TC+</b>.</li> </ol>
<b>TC+ / EC+</b>	&	<b>TC-</b>	<ol style="list-style-type: none"> <li>1. Notify the state within 24 hours of receiving <b>EC+</b> sample results or sooner as specified by your state.</li> <li>2. Systems monitoring monthly, continue with routine monitoring.</li> <li>3. Systems monitoring quarterly or annually conduct additional routine monitoring the following month after the <b>TC+</b>.</li> </ol>
<b>TC+ / EC-</b>	&	<b>TC+ / EC-</b>	<ol style="list-style-type: none"> <li>1. Conduct a <b>Level 1 Assessment</b> or (<b>Level 2 Assessment</b> if second Level 1 Assessment triggered in rolling 12 month period) <ul style="list-style-type: none"> <li>• Contact the state for help determining which type of assessment is required.</li> </ul> </li> </ol>
<b>TC+ / EC-</b>	&	Any or all repeat samples not collected	
<b>TC+ / EC-</b>	&	<b>TC+ / EC?</b>	<ol style="list-style-type: none"> <li>1. Notify the state within 24 hours of receiving sample results or sooner as specified by your state, you have an <b>EC</b> MCL violation.</li> <li>2. Contact the state to conduct a <b>Level 2 Assessment</b>.</li> <li>3. Issue a Tier 1 Public Notice (PN) within 24 hours of receiving the sample results or sooner as specified by your state.</li> </ol>
<b>TC+ / EC-</b>	&	<b>TC+ / EC+</b>	
<b>TC+ / EC+</b>	&	<b>TC+</b>	
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