



## Requirements for Small Systems

### WHO DOES THIS FACTSHEET APPLY TO?

ALL PUBLIC WATER SYSTEMS (PWSs), REGARDLESS OF SOURCE, THAT SERVE 1,000 PEOPLE OR FEWER and collect at least one routine total coliform (TC) SAMPLE.

### RTCR

#### What to Do?

##### Step 1

Develop/update your sample siting plan.

##### Step 2

Collect your drinking water samples.

##### Step 3

Conduct required actions.



#### Additional RTCR

##### Factsheets:

- Requirements for Seasonal Systems
- Repeat Monitoring Requirements for Small Systems
- Level 1 & Level 2 Assessments and Corrective Actions

#### ATTENTION!

All PWSs must comply with the RTCR requirements starting April 1, 2016.

✓ Are you a PWS? Contact NMED-DWB at 1-877-654-8720.

### STEP 1: DEVELOP/UPDATE YOUR SAMPLE SITING PLAN\*

Contact NMED-DWB for assistance.

- **DEVELOP A SAMPLE SITING PLAN AND HAVE IT READY FOR USE BY APRIL 1, 2016.** If you already have a sample siting plan for the Total Coliform Rule (TCR), update this plan to meet the requirements of the RTCR.
  - **LIST THE LOCATIONS WHERE YOU WILL TAKE YOUR SAMPLES (ROUTINE AND REPEAT):** GWR triggered source water monitoring locations must be included. GWR triggered source water samples **will not** count toward any required RTCR repeat sampling
  - **INCLUDE YOUR ROUTINE COLLECTION SCHEDULE:** For example, “ABC Water System will collect one routine total coliform sample every first Monday of the calendar month.”
  - **UPDATE TO REFLECT CHANGES AT YOUR PWS:** The sample siting plan is a living document and should be updated to reflect changes at your PWS such as: major changes in population; a new or additional water source; infrastructure changes, such as a change in the distribution system (i.e. extended/abandoned lines) or pressure zones; or changes in disinfection or other treatment.

### STEP 2: COLLECT YOUR DRINKING WATER SAMPLES

Know your RTCR routine sampling requirements.

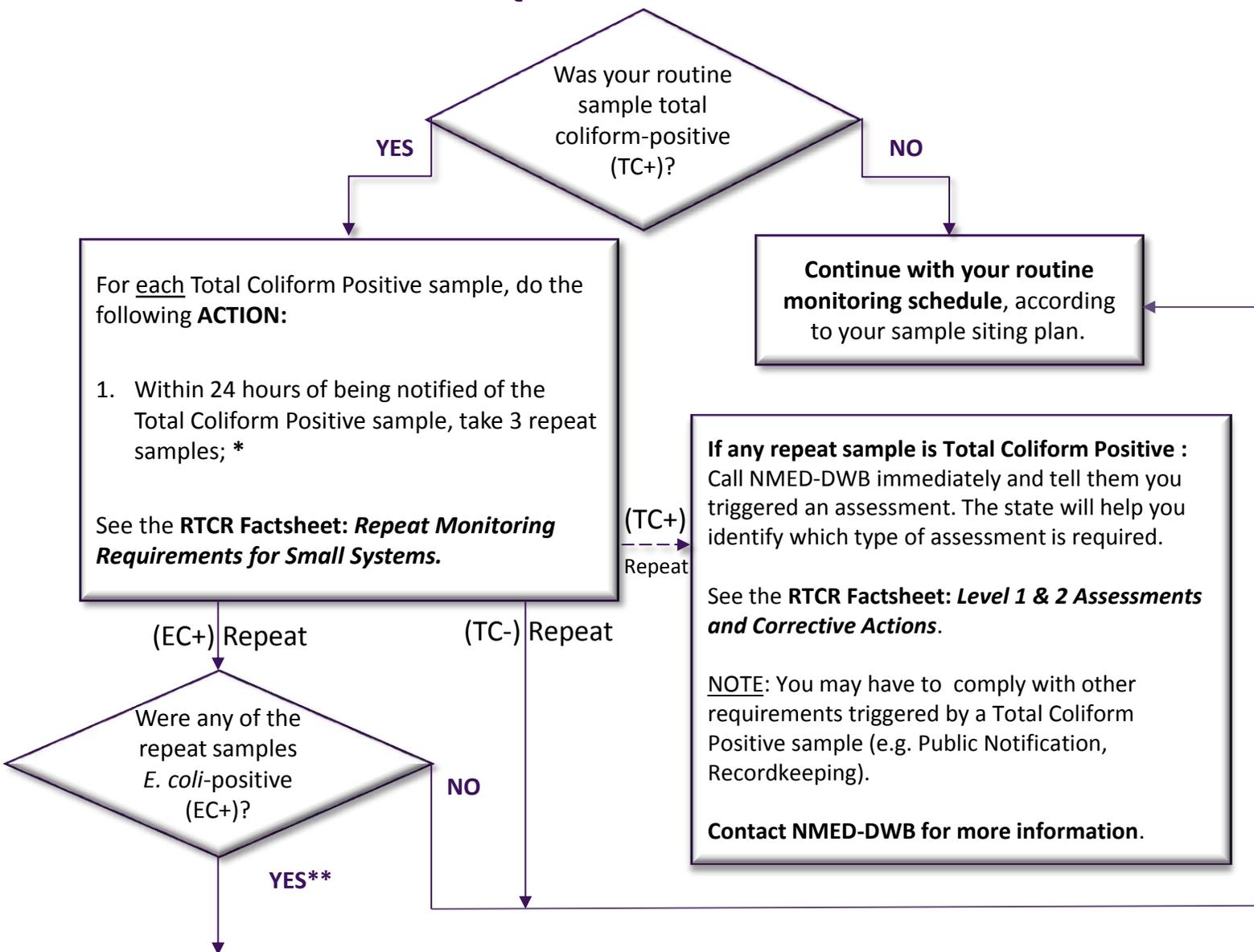
- **COLLECT AT LEAST ONE 100 ML** routine drinking water sample every calendar month.
- **IMMEDIATELY SEND YOUR SAMPLE TO A STATE-CERTIFIED LAB** that performs total coliform drinking water analyses.
  - Remember the lab must begin analyzing the drinking water sample no later than the 30th hour from the collection time.
  - If necessary, ship the sample overnight and refrigerate or ice the sample using “blue” ice (cooled to about 4° to 10° C).

#### NOTE

\* The sample siting plan is subject to review and approval by the New Mexico Environment Department’s Drinking Water Bureau. Revisions by the water system may be required.



## STEP 3: CONDUCT ACTIONS REQUIRED AS A RESULT OF YOUR SAMPLING



**Call NMED-DWB!**  
 You have to perform a Level 2 Assessment if any of the following are true:

- Total Coliform Positive Routine followed by an E.Coli Positive Repeat sample;
- E.Coli Positive Routine and Total Coliform Positive Repeat sample;
- The PWS fails to take and analyze all 3 required repeat samples following an E.Coli Positive routine sample; or,
- The PWS triggers two Level 1 Assessments within a rolling 12 month period

Within 30 days after you learn your PWS has triggered an assessment, a completed assessment form must be submitted to the state. Download the state form at [www.env.nm.gov/dwb/RTCR.htm](http://www.env.nm.gov/dwb/RTCR.htm)  
 See the **RTCR Factsheet: Level 1 & 2 Assessments and Corrective Actions.**

**NOTES**

\* If you are missing any routine or repeat sample, contact NMED-DWB.

\*\* Call NMED-DWB on the same day you learn of the E.Coli Positive result, or by the end of the next business day and tell them you received an E.Coli Positive result.