MICHIGAN DEPARTMENT OF
ENVIRONMENT, GREAT LAKES, AND ENERGY

## Clean Drinking Water Access Act

# Drinking Water Management Plan for Schools

BEDFORD SENIOR HIGH SCHOOL

School Building Name

| | |
|---|---|
| 00250 | BEDFORD PUBLIC SCHOOLS |
| School Building Code | School District |

Child Care License Number (if one exists within the school building)

| | |
|---|---|
| THOMAS MARTIN | EXECUTIVE DIRECTOR OF OPERATIONS |
| Responsible Staff Name | Responsible Staff Title |
| 734-850-6060 | TOM.MARTIN@MYBEDFORD.US |
| Responsible Staff Phone Number | Responsible Staff Email Address |
| 2025-2026 | 2026 |
| School Year Plan Date | Update Plan Due-By Date |
| AUGUST | MI 0004455 |
| Annual Sampling Month | Public Water System ID (PWSID)* |

*A PWSID is how a water supply is identified. A list of PWSIDs is available at Michigan.gov/FilterFirst.

The Michigan Department of Environment, Great Lakes, and Energy (EGLE) has created the Drinking Water Management Plan (DWMP) as a tool to maintain healthy and safe drinking water in the building throughout the year. This document is a template that may be used for the DWMP per the requirements of the Clean Drinking Water Access Act (CDWAA), 2023 PA 154. Schools may use this document or create their own plan, provided it includes all the required elements listed below. Individual forms for each required element may be found at Michigan.gov/FilterFirst.

Retain and utilize the DWMP. The first DWMP must be developed by January 24, 2025, and updated at a minimum of every 5 years per the CDWAA. Upon request, the DWMP shall be made available to EGLE, staff, parents and guardians, and the public.

**The DWMP must include the following required elements:**

1. The location of each consumptive water outlet (drinking, as a component of a food or beverage, rinsing foods, brushing teeth, making baby formula):
    a. Location of filtered bottle-filling station (1/100 occupants of the building).
    b. Location of filtered faucet (kitchens, nurse stations, preschool classrooms, teacher lounges).
2. The location where a water outlet will be maintained for purposes other than described above (nonconsumptive fixtures).
3. The location where a water outlet will be shut off or rendered permanently inoperable.
4. A schedule for when each of the following will occur:
    a. Annual water sampling and testing of the filtered water at each filtered bottle-filling station and filtered faucet.
    b. Regular replacement of the filter cartridge for each filtered bottle-filling station and filtered faucet in compliance with the manufacturer's instructions or recommendations of EGLE.

Each school shall submit the CDWAA Certification Form that certifies the school has complied with the requirements of the CDWAA to EGLE on an annual basis by August 15. The certification form can be found at Michigan.gov/FilterFirst. All current required documents must be retained by the facility and submitted to EGLE if requested.

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To request this material in an alternate format, contact EGLE-Accessibility@Michigan.gov or 800-662-9278.

# General Information

## Key Terms:

**Bubbler Fixture:** A fixture on a drinking water fountain/water cooler through which water is forced up in a small arc from a nozzle that allows an individual to drink from the arc directly.

**Consumption Water:** Water used for drinking, component of food or beverage, or brushing teeth, rinsing food, and making baby formula.

**Department:** The Department of Environment, Great Lakes, and Energy (EGLE)

**Drinking Fountain:** An un-chilled plumbing fixture that is connected to the potable water distribution system and drainage system that allows a user to obtain a drink directly from a stream of flowing water without the use of any accessory.

**Filtered Bottle-filling Station (also known as Hydration Station):** An apparatus that is connected to building plumbing, filters water, is certified to meet NSF/ANSI standard 53 for lead reduction and NSF/ANSI standard 42 for particulate removal, has a light or other device to indicate filter cartridge performance, is designed to fill drinking bottles or other containers used for personal water consumption, and has a bubbler fixture that allows the user to drink directly from a stream of flowing water without the use of any accessory.

**Filtered Faucet:** A faucet that includes at the point of use a filter that is certified to meet NSF/ANSI standard 53 for lead reduction and NSF/ANSI standard 42 for particulate removal.

**First Draw:** The first 250 mL sample of water from a fixture after at least an 8-hour stagnation period.

**Fund:** School and child care center clean drinking water fund created in section 11 of PA 0154.

**School:** Public or nonpublic as defined in section 5 of the revised school code, 1976 PA 451, MCL 380.5.

**Water Cooler:** a plumbing fixture that chills the water and is connected to the potable water distribution system and drainage system that allows a user to obtain a drink directly from a stream of flowing water without the use of any accessory.

## Acronyms:

**CDWAA**..... Clean Drinking Water Act

**DWMP**.....Drinking Water Management Plan

**EGLE** ..... Michigan Department of Environment, Great Lakes, and Energy

**mg/L**..... Milligrams per liter (lab sample measure, same as one part per million)

**NSF/ANSI 42** ..... National standard for particulate removal

**NSF/ANSI 53** ..... National standard for lead reduction (must specify for lead)

**PN**..... Public Test Result Notification

**POE**..... Point of Entry (location the water enters the building)

**POU**..... Point of Use (the end of a faucet)

**ppb**..... Parts per billion (one part per billion of volume of a water sample)

**ppm**..... Parts per million (one part per million of volume of a water sample)

**PWSID** ..... Public Water System ID (how a water supply is identified)

**µg/L**..... Micrograms per liter (lab sample measure, same as one ppb)

## Maintenance Categories:

**Preventive Maintenance:** Planned and carried out on a regular basis to maintain and keep infrastructure in good condition.

**Corrective Maintenance:** Replacing or repairing something done incorrectly or needing change for improvement.

**Emergency Maintenance:** Reaction to a crisis or public complaints normally due to failure, malfunction, or breakdown of plumbing/equipment.

**Periodic Maintenance:** Infrequent actions needed, for example biannual, once in five years, etc.

## Roles and Responsibilities:

List the names of school staff or third-party contractors who play a role or have responsibilities for following and executing the DWMP. May include contacts for filter and bottle fill station manufacturers/distributors.

| Person's Name | Title or Company | Phone Number | Email Address | Role or Responsibility |
|---|---|---|---|---|
| **PATRICK RAY** | SKILLED TRADES | 419-276-2785 | PATRICK.RAY@MYBEDFORD.US | HVAC/PLUMBING |
| **DAVID RAY** | SKILLED TRADES | 419-474-0228 | DAVID.RAY@MYBEDFORD.US | PLUMBING |
| **SARAH ADAMS** | SKILLED TRADES | 586-612-0288 | SARAH.ADAMS@MYBEDFORD.US | MAINTENANCE/TESTING |
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**Comments:**

## Fixture Identification Code Development Guidelines:

It is important to follow these guidelines to generate a unique fixture identification code (Fixture ID) for each fixture used for consumption to support: quick identification, fixture maintenance, sampling, matching test results to the sample, and reporting to EGLE when necessary (Note: adhering to this coding system now will save time in the future when reporting to EGLE's on-line electronic data collection system, will promote consistency, and reduce sample confusion).

The following table lists the fixture type codes that are used for compliance sampling and reporting purposes to EGLE.

**Table 1: Fixture Type Codes**

| Code | Fixture Type |
|---|---|
| ***B*** | Bubbler outlet on the bottle fill unit (hydration station) |
| ***BF*** | Bottle fill outlet |
| ***CF*** | Classroom faucet |
| ***DF*** | Drinking Fountain |
| ***IM*** | Ice machine |
| ***KF*** | Kitchen faucet |
| ***KK*** | Kitchen kettle-fill |
| ***NS*** | Nurses sink faucet |
| ***OT*** | Other faucet used for consumption (in a break room, office, library, etc.) |
| ***RF*** | Restroom faucet (used for consumption) |
| ***SC*** | Service Connection (Tap closest to the service line) |
| ***TL*** | Teachers' lounge faucet |
| ***WC*** | Water Cooler (plug-in chiller unit/ refrigerated unit) |

**Generating the fixture identification code:**

The Fixture ID should be long enough to identify the building, location, and fixture type, but not too long that the laboratory reporting cuts off some of the code (maximum of 20 for State Laboratory reports). The Fixture ID is created as follows:

1. The Fixture ID code starts with 2-3 letters for the building name.
    a. Example: West Elementary = WE
    b. Example: Wilson High School = WHS
2. The middle part of the Fixture ID code is the location.
    a. Example: Room 110 = 110
    b. Example: West wall of the Gym = WGym
    c. Example: East wall of the Gym = EGym
    d. Example: Second floor hallway by room 201 = 2FH201 or 201HALL
3. The last part of the Fixture ID code is the fixture type found on Table 1 above. Adhering to these codes is needed for reporting consistency and statistical analysis.

If following the EGLE coding system, dashes in between the three sections must be used. Below are examples of complete Fixture ID codes for some fixtures in one building:

1. WE-110-CF
2. WE-WGYM-BF
3. WE-WGYM-WC
4. WE-2FH201-BF
5. WE-2FH201-WC
6. WE-KIT-KF
7. WE-KIT-IM
8. WE-150-TL
9. WE-100-NS

Example for bottle-filling stations (include a bottle-filling outlet and bubbler outlet)

1. WE-BF1-BF (bottle fill) and
2. WE-BF1-WC (bubbler outlet of unit)
3. WEC-BF1WC-WC (the bubbler outlet of an ADA compliant cooler next to the station).

If you have multiple bottle-filling units in the building halls, the middle part of the code can designate the unit number, starting with the unit closest to the water point of entry into the building. Exact location will be recorded on the inventory list and may also be located on a floor plan/map.

1. WE-BF1-BF and WE-BF1-WC
2. WE-BF2-BF and WE-BF2-WC
3. WE-BF3-BF and WE-BF3-WC
4. WE-BF4-BF and WE-BF4-WC and WE-BF4WC-WC (for the ADA water cooler next to the bottle-filling unit).

## Forms (retain until updated or 5-year revision – submit only if requested by EGLE)

Separate inventory sheets can be found at Michigan.gov/SchoolWater.

### A. Consumptive Fixture Inventory:

The CDWAA requires every consumptive fixture in a building to be identified and location recorded. The category of each consumptive fixture should be specified as a filtered bottle-filling station or filtered faucet. “Number” is the order of sampling starting at the fixture closest to the water POE into the building. List here, include additional pages if needed, update as needed and keep a copy for your records.

**Table 2: Filtered Fixture Inventory** **Program/School Year:**

| Number | Fixture ID Code | Fixture Location | Filter Brand & Model # | Category of Fixture |
|---|---|---|---|---|
| 1 | SHS-CAFÉ-B1 | CAFETERIA NORTH | ELKAY-LZS8WSLK | FILTERED BOTTLE FILLING STATION |
| 2 | SHS-CAFÉ-B2 | CAFETERIA SOUTH | ELKAY-LZS8WSLK | FILTERED BOTTLE FILLING STATION |
| 3 | SHS-KIT-KF1 | KITCHEN WEST WALL SOUTH | | KITCHEN FAUCET |
| 4 | SHS-KIT-IM | KITCHEN | | ICE MACHINE |
| 5 | SHS-KIT-KF2 | KITCHEN WEST WALL MIDDLE | | KITCHEN FAUCET |
| 6 | SHS-KIT-KF3 | KITCHEN WEST WALL NORTH | | KITCHEN FAUCET |
| 7 | SHS-KIT-KK | KITCHEN | | KITCHEN KITTLE-FILL |
| 8 | SHS-KIT-KF4 | KITCHEN BY ELECTRICAL PANEL | | KITCHEN FAUCET |
| 9 | SHS-KIT-KF5 | KITCHEN NORTH WALL WEST | | KITCHEN FAUCET |
| 10 | SHS-KIT-KF6 | KITCHEN NORTH WALL EAST | | KITCHEN FAUCET |
| 11 | SHS-HALL-B3 | D HALL NEAR ROOM #D2 | ELKAY-LZS8WSLK | FILTERED BOTTLE FILLING STATION |
| 12 | SHS-HALL-B4 | C HALL NEAR ROOM #C12 | ELKAY-LZS8WSLK | FILTERED BOTTLE FILLING STATION |

| Number | Fixture ID Code | Fixture Location | Filter Brand & Model # | Category of Fixture |
|---|---|---|---|---|
| 13 | SHS-HALL-B5 | C HALL NEAR ROOM #C9 | ELKAY-LZS8WSLK | FILTERED BOTTLE FILLING STATION |
| 14 | SHS-LNG-TL | C HALL TEACHERS LOUNGE | | TEACHERS LOUNGE FAUCET |
| 15 | SHS-NUR-NS | E HALL NURSES STATION | | NURSES SINK FAUCET |
| 16 | SHS-HALL-B6 | E HALL NEAR ROOM #E19 | ELKAY-LZS8WSLK | FILTERED BOTTLE FILLING STATION |
| 17 | SHS-HALL-B7 | A HALL NEAR ROOM #A25 | ELKAY-LZS8WSLK | FILTERED BOTTLE FILLING STATION |
| 18 | SHS-HALL-B8 | A HALL NEAR ROOM #A31 | ELKAY-LZS8WSLK | FILTERED BOTTLE FILLING STATION |
| 19 | SHS-HALL-B9 | A HALL NEAR ROOM #A20 | ELKAY-LZS8WSLK | FILTERED BOTTLE FILLING STATION |
| 20 | SHS-HALL-B10 | A HALL NEAR ROOM #A28 | ELKAY-LZS8WSLK | FILTERED BOTTLE FILLING STATION |
| 21 | SHS-LNG-TL | A HALL TEACHERS LOUNGE | | TEACHERS LOUNGE FAUCET |
| 22 | SHS-HALL-B11 | A HALL NEAR ROOM #A19 | ELKAY-LZS8WSLK | FILTERED BOTTLE FILLING STATION |
| 23 | SHS-B10-CF1 | CLASSROOM #B10 CLASSROOM FAUCET | | CLASSROOM FAUCET NORTHWEST |
| 24 | SHS-B10-CF2 | CLASSROOM #B10 CLASSROOM FAUCET | | CLASSROOM FAUCET NORTH MIDDLE |
| 25 | SHS-B10-CF3 | CLASSROOM #B10 CLASSROOM FAUCET | | CLASSROOM FAUCET NORTHEAST |
| 26 | SHS-B10-CF4 | CLASSROOM #B10 CLASSROOM FAUCET | | CLASSROOM FAUCET SOUTHWEST |
| 27 | SHS-B10-CF5 | CLASSROOM #B10 CLASSROOM FAUCET | | CLASSROOM FAUCET SOUTH MIDDLE |
| 28 | SHS-B10-CF6 | CLASSROOM #B10 CLASSROOM FAUCET | | CLASSROOM FAUCET SOUTHEAST |
| 29 | SHS-HALL-B12 | E HALL NEAR CONCESSION STAND | ELKAY-LZS8WSLK | FILTERED BOTTLE FILLING STATION |
| 30 | SHS-CON-OT | CONCESSION STAND | | OTHER FAUCET |

| Number | Fixture ID Code | Fixture Location | Filter Brand & Model # | Category of Fixture |
|---|---|---|---|---|
| Number | Fixture ID Code | Fixture Location | Filter Brand & Model # | Category of Fixture |
| 31 | SHS-AGYM-B13 | AUXILLARY GYM | ELKAY-LZS8WSLK | FILTERED BOTTLE FILLING STATION |
| 32 | SHS-HALL-B14 | A HALL NEAR OFFICE | ELKAY-LZS8WSLK | FILTERED BOTTLE FILLING STATION |
| 33 | SHS-HALL-B15 | A HALL NEAR ROOM #A10 | ELKAY-LZS8WSLK | FILTERED BOTTLE FILLING STATION |
| 34 | SHS-TRA-IM | TRAINERS ROOM | | ICE MACHINE |
| 35 | SHS-TRA-OT | TRAINERS ROOM | | OTHER FAUCET |
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| Number | Fixture ID Code | Fixture Location | Filter Brand & Model # | Category of Fixture |
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## B. Non-Consumptive Fixture Inventory:

The CDWAA requires every non-consumptive fixture in a building to be identified and recorded. Specify the location where a water outlet will be maintained for purposes other than drinking or addition to food or beverages. “Number” is the order of fixtures starting with the fixture closest to the water POE into the building. Include additional pages if needed, update as needed and keep a copy for your records. Note: Nonconsumptive fixtures in a kitchen are those for hand or dish washing and not water used as an addition to a food for food preparation.

**Table 3 : Non-Consumptive Fixture Inventory** **Program/School Year:**

| Number | Fixture Location (room # or description) |
|---|---|
| 1 | RESTROOM FAUCET E HALL NEAR BOILER ROOM |
| 2 | CUSTODIAN FAUCET E HALL NEAR BOLIER ROOM |
| 3 | RESTROOM FAUCET AUTO SHOP |
| 4 | CLASSROOM FAUCET AUTO SHOP |
| 5 | DRINKING FOUNTAIN AUTO SHOP (TO BE REMOVED) |
| 6 | OTHER FAUCET AUTO SHOP |
| 7 | CLASSROOM FAUCET NORTH WALL ROOM #18B |
| 8 | CLASSROOM FAUCET WEST WALL ROOOM #18B |
| 9 | CLASSROOM FAUCET WEST WALL RIGHT ROOM #18A |
| 10 | CLASSROOM FAUCET WEST WALL LEFT ROOM #18A |
| 11 | CLASSROOM FAUCET SOUTH WALL ROOM #18A |
| 12 | CLASSROM FAUCETS (x2) ROOM #D10 |

| Number | Fixture Location (room # or description) |
|---|---|
| 13 | CLASSROOM FAUCET ROOM #D10 |
| 14 | OTHER FAUCET ROOM #D8 |
| 15 | OTHER FAUCET ROOM #D8 |
| 16 | CLASSROOM FAUCET ROOM #D6 |
| 17 | CUSTODIAL ROOM FAUCET D HALL |
| 18 | CLASSROOM FAUCETS (x14) ROOM #D5 |
| 19 | OTHER FAUCET ROOM #D5 |
| 20 | OTHER FAUCET CLOSET BETWEEN ROOMS #D4 AND #2 |
| 21 | CLASSROOM FAUCETS (x2) ROOM #D2 |
| 22 | BOYS RESTROOM FAUCET D HALL |
| 23 | GIRLS RESTROOM FAUCET D HALL |
| 24 | RESTROOM FAUCET BETWEEN ROOMS #A16 AND #A20 |
| 25 | CUSTODIAL ROOM FAUCET NEAR ROOM # A31 |
| 26 | GIRLS RESTROOM FAUCET A HALL |
| 27 | BOYS RESTROOM FAUCET A HALL |

| Number | Fixture Location (room # or description) |
|---|---|
| 28 | GIRLS RESTROOM FAUCET C HALL |
| 29 | BOYS RESTROOM FAUCET C HALL |
| 29a | CUSTODIAL ROOM FAUCET NEAR C HALL RESTROOMS |
| 30 | MENS RESTROOM FAUCET NEAR C HALL TEACHERS LOUNGE |
| 31 | WOMENS RESTROOM FAUCET NEAR C HALL TEACHERS LOUNGE |
| 32 | CLASSROOM FAUCET ROOM #C7 |
| 33 | RESTROOM FAUCET KITCHEN |
| 34 | RESTROOM FAUCET NURSES STATION |
| 35 | BOYS RESTROOM FAUCET E HALL |
| 36 | GIRLS RESTROOM FAUCET E HALL |
| 37 | OTHER FAUCET STORAGE ROOM NEAR RORM #E34 |
| 38 | CLASSROOM FAUCETS (x8) ROOM #E36 |
| 39 | OTHER FAUCETS (x2) ROOM #E36 |
| 40 | OTHER FAUCETS (x2) ROOM BETWEEN ROOMS #E36 AND #E38 |
| 41 | CLASSROOM FAUCETS (x8) ROOM #E38 |
| 41a | OTHER FAUCET ROOM #E38 |
| 42 | CLASSROOM FAUCETS (x8) ROOM #E21 |

| Number | Fixture Location (room # or description) |
|---|---|
| 42A | OTHJER FAUCET ROOM #E21 |
| 43 | CLASSROOM FAUCETS (x8) ROOM #E23 |
| 43a | OTHER FAUCET ROOM #E23 |
| 44 | OTHER FAUCETS (x2) STORAGE ROOM BETWEEN CLASSROOMS #E21 AND #E23 |
| 45 | CLASSROOM FAUCETS (x5) ROOM #A28 |
| 45a | OTHER FAUCETS (x2) ROOM #A28 |
| 46 | OTHER FAUCETS (x2) STORAGE ROOM BETWEEN ROOMS #A28 AND #A30 |
| 47 | CLASSROOM FAUCETS (x5) ROOM #A30 |
| 48 | OTHER FAUCETS (x2) ROOM #A30 |
| 49 | OTHER FAUCET ROOM #A32 |
| Number | Fixture Location (room # or description) |
| 50 | CUSTODIAL ROOM FAUCET ROOM #A32 |
| 51 | RESTROOM FAUCET ROOM #34 |
| 52 | OTHER FAUCET ROOM NEAR #A17 |
| 53 | CLASSROOM FAUCET ROOM #E10 |
| 54 | GIRLS RESTOOM FAUCET E HALL NEAR WRESTLING ROOM |
| 55 | CUSTODIAL ROOM FAUCET NEAR WRESTLING ROOM |

| Number | Fixture Location (room # or description) |
|---|---|
| 56 | BOYS RESTROOM FAUCET NEAR WRESTLING ROOM |
| 57 | CLASSROOM FAUCET ROOM #B6 |
| 58 | CLASSROOM FUACET ROOM NEAR ROOM #B3 |
| 59 | RESTROOM FAUCET OFFICE |
| 60 | RESTROOM FAUCET BOYS LOCKER ROOM AUX GYM |
| 61 | OTHER FAUCETS (x4) REFS LOCKER ROOM AUX GYM |
| 62 | RESTROOM FAUCETS (x3) GIRLS LOCKER ROOM AUX GYM |
| 63 | OTHER FAUCETS (x2) GIRLS LOCKER ROOM AUX GYM |
| 64 | OTHER FAUCETS (x3) REFS LOCKER ROOM AUX GYM |
| 65 | OTHER FAUCET WRESTLING COACHES ROOM |
| 66 | OTHER FAUCETS (x3) BOYS LOCKER ROOM OLD GYM |
| 67 | RESTROOM FAUCET BOYS LOCKER ROOM OLD GYM |
| 68 | OTHER FAUCET BOYS BASKETBALL LOCKER ROOM OLD GYM |
| 69 | OTHER FAUCETS (x3) GIRLS LOCKER ROOM OLD GYM |
| 70 | RESTROOM FAUCET GIRLS LOCKER ROOM OLD GYM |
| 71 | RESTROOM FAUCET ATHLETIC DIRECTORS OFFICE |
| 72 | OTHER FAUCET NEAR ROOM #A2 |

| Number | Fixture Location (room # or description) |
|---|---|
| 73 | RESTROOM FAUCET A HALL NEAR ROOM #A2 |
| 74 | RESTROOM FAUCET A HALL NEAR ROOM #A10 |
| 75 | CUSTODIAL ROOM FAUCET NEAR  AUDITORIUM |
| 76 | BOYS RESTROOM FAUCET NEAR AUDITORIUM |

## C. Inoperable Fixture Inventory:

The CDWAA requires a list of the location(s) where a water outlet is shut off or rendered permanently inoperable.

**Table 5: Fixture Not in Use** **Program/School Year:**

| Number | Fixture Location (room # or description) |
|---|---|
| 1 | DRINKING FOUNTAIN IN GIRLS LOCKER ROOM AUX GYM TO BE REMOVED |
| 2 | DRINKING FOUNTAIN IN BOYS LOCKER ROOM AUX GYM TO BE REMOVED |
| 3 | DRINKING FOUNTAIN BOYS LOCKER ROOM MAIN GYM TO BE REMOVED |
| 4 | DRINKING FOUNTAIN GIRLS LOCKER ROOM MAIN GYM TO BE REMOVED |
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## D. Filter Maintenance Schedule:

The CDWAA requires a filter maintenance schedule. Use this form to track filter maintenance. It is recommended that drinking water filters are to be checked weekly to be sure they are operational, and the green status light is on. Filters/cartridges must be replaced according to manufacturer's recommendations or if the RED filter status light is showing. Record the date and initials of the person who replaced the filter or cartridge.

**Table 5: Filter Maintenance Schedule** **Program/School Year:**

| Fixture ID Code | Filter Cartridge Model | Filter or Cartridge Replace Date | Initials | Filter or Cartridge Replace Date | Initials | Filter or Cartridge Replace Date | Initials | Filter or Cartridge Replace Date | Initials | Filter or Cartridge Replace Date | Initials |
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| Fixture ID Code | Filter Cartridge Model | Filter or Cartridge Replace Date | Initials | Filter or Cartridge Replace Date | Initials | Filter or Cartridge Replace Date | Initials | Filter or Cartridge Replace Date | Initials | Filter or Cartridge Replace Date | Initials |
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## E. Sampling Schedule:

Annual water sampling and testing of the filtered water at each filtered bottle-filling station and filtered faucet is required by the CDWAA. Proper sampling procedures must be followed. Sampling instructions can be found in the Appendix. Provide all results to EGLE, parents and guardians, staff, and the public upon request.

Results that are greater than 5 ppb (0.005 mg/L or 5 ug/L) SHALL be submitted to EGLE within 30 days of facility receipt of the results to the EGLE School and Child Care Water email EGLE-DWEHD-FilterFirst@michigan.gov and reported to families. Repeat results that are 1-5 ppb (0.001-0.005 mg/L or 1-5 ug/L) SHALL also be submitted to EGLE along with the make/model of filter and/or filter bottle-filling station. Check the result box for the unit reported by the laboratory.

**Table 6: Annual Sampling Schedule** **Program/School Year:**

| Number | Fixture ID Code | Date Sampled | Sample Result ☐ mg/L or ☐ ug/L | Repeat Sample Date (if needed) | Repeat Result ☐ mg/L or ☐ ug/L |
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| Number | Fixture ID Code | Date Sampled | Sample Result ☐ mg/L or ☐ ug/L | Repeat Sample Date (if needed) | Repeat Result ☐ mg/L or ☐ ug/L |
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# Appendix A: Summary of the Clean Drinking Water Access Act (2023 PA 154)

These are the main regulatory elements of the CDWAA. You can read the Act in its entirety at Michigan.gov/FilterFirst.

1. **Drinking Water Management Plan (DWMP)**
   A. Within 15 months after the effective date of this act (by January 24, 2025), each school shall develop a drinking water management plan. The DWMP shall:
      i. Be available upon request to EGLE, staff, parents/guardians, and public.
      ii. Be reviewed and updated as needed, at least once every 5 years.
      iii. Specify location of all water outlets used for human consumption.
         1. Specify location of filtered bottle-filling station (1/100 occupants)
         2. Specify location of filtered faucets.
      iv. Specify location of all water outlets not used for consumption.
      v. Specify location of water outlets that are shut off or rendered permanently inoperable.
      vi. Develop a schedule for the regular replacement of the filter/filter cartridges for each filtered bottle-filling station and filtered faucet.
      vii. Develop a schedule for sampling and testing of the filtered bottle-filling stations and filtered faucets for lead.

2. **Testing for Lead**
   A. Every filtered water outlet shall be sampled (through the filter) for lead once a year starting from the date filters have been installed and tested at a laboratory certified to analyze for lead.
   B. Laboratory test results shall be available upon request and recommend retaining by the school/district for at least 10 years.
   C. The following actions are to be taken upon review of the annual test results:
      i. Test results not detecting lead (0 mg/L or 0 ug/L):
         1. Record and file the results.
         2. Share upon request.
      ii. Test results detecting lead 1-5 ppb (0.001 - 0.005 mg/L or 1-5 ug/L):
         1. Immediately check status of filter(s).
         2. Replace filter/cartridge if status light is yellow or red.

3. Ensure the filter is properly installed.
4. Resample and retest.
5. If re-test result is 1-5 ppb (0.001 - 0.005 mg/L or 1-5 ug/L):
    a. Send copy of result and the make/model of filter to EGLE.
    b. Consult with EGLE or filter manufacturer.

iii. Test results detecting more than 5 ppb (>0.005 mg/L or 5 ug/L):

1. Immediately shut off or render the water outlet inoperable.
2. Post a conspicuous sign near the outlet stating it is inoperable because of high lead concentration. Maintain the sign until actions have been taken to reduce the risk.
3. Replace the filter/cartridge.
4. Resample and retest the filtered water.
5. Return the outlet to service if re-test result is not more than 5 ppb of lead.
    a. If result is 1-5 ppb, follow 2cii above.
    b. If result is >5 ppb, complete all the following:
        i. Within 30 days after receiving the test results:
            1) Send a copy of test result(s) to EGLE.
            2) Send a notice to staff and parents/guardians that includes the amount of lead found in the water and information provided by EGLE on the health effects of lead exposure and ways to reduce childhood lead exposure.
        ii. Develop a remediation plan in consultation with EGLE. The drinking water management plan must be updated to incorporate the remediation plan.

**3. By the end of the 2025-2026 School Year, each school shall:**

A. Have filters on all consumptive fixtures.

B. Install all filtered bottle-filling stations (1 station per 100 occupants).

C. Shut off or render permanently inoperable any water outlet providing water for human consumption that is not a filtered bottle-filling station or filtered faucet.

D. Not install a drinking fountain unless it is a filtered bottle-filling station with a filter status light.

E. Submit annually a certification of compliance to EGLE that certifies that the school has complied with the requirements of this act (on a form and in a manner prescribed by EGLE).

## Appendix B: Water Sampling Guidance & Instructions

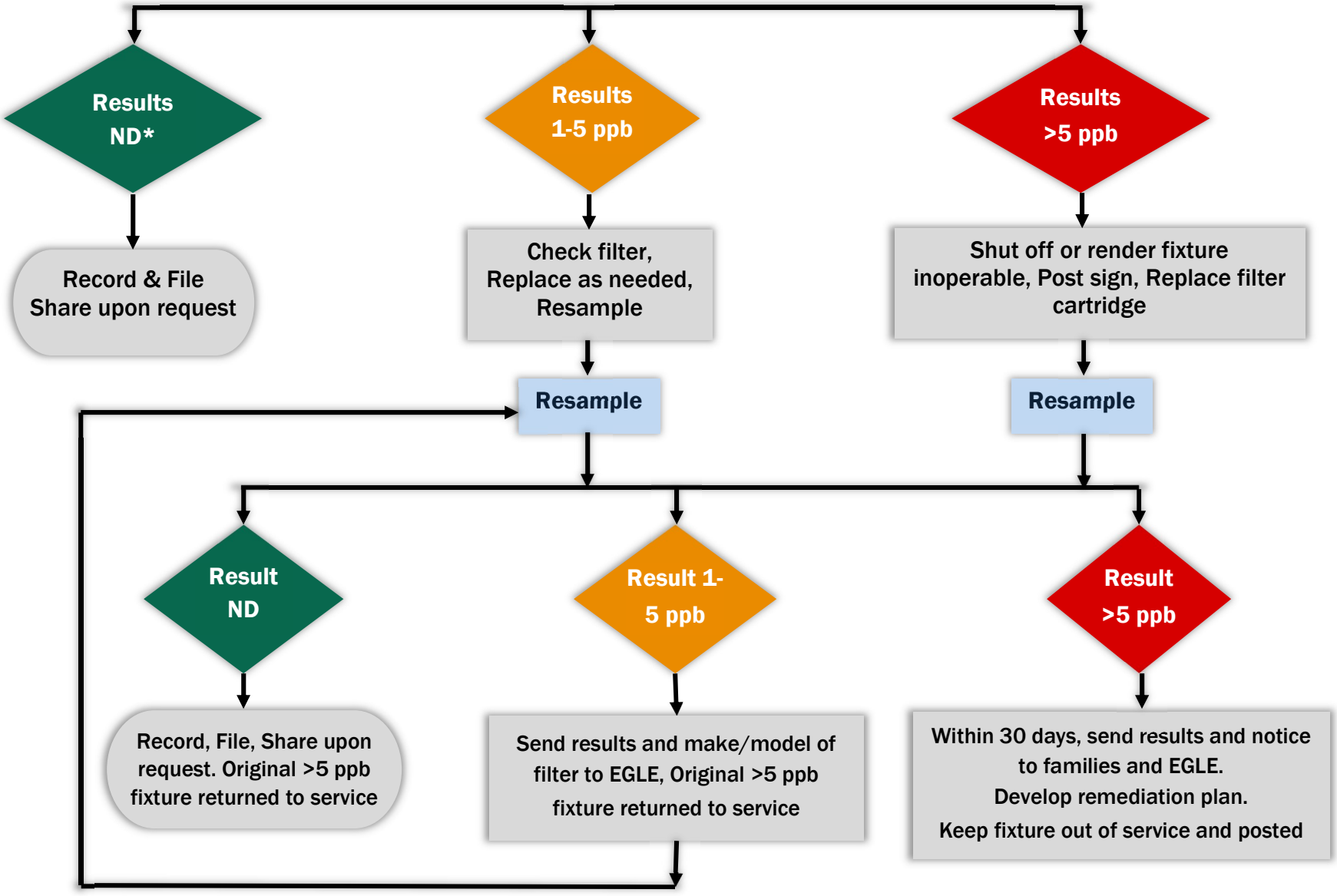
1. The CDWAA requires routine sampling at all filtered fixtures every year. Sampling begins as soon as filters are installed to check the functionality of the device and annually thereafter. To ensure sample results represent typical daily use during the school year, do not collect the routine annual sample immediately after replacing the filter cartridge.
2. Develop a unique Fixture Identification Code for each consumptive fixture per instructions on pages 7-8 above.
3. Obtain 250 ml wide-mouth sample bottles from the laboratory that will be testing the sample(s).
4. Prevent water use in the building for at least 8 hours prior to sample collection.
    a. Notify all school staff and building users (external groups)
    b. Post signs or bag fixtures, lock building, lock rooms.
    c. Do not allow water use during sample collection. That includes flushing toilets, handwashing, and cleaning.
    d. Do not collect samples or send them to the laboratory if water has been used.
5. Collect the **first draw** of filtered water in a 250 mL sample bottle.
    a. Do not let the water run before collection.
    b. Record information and complete all necessary forms:
        i. Laboratory chain-of-custody form
        ii. Drinking Water Management Plan (Table 6: Annual Sampling Schedule)
    c. Each filtered fixture may be sampled on the same day.
6. Samples must be delivered to a drinking water laboratory certified for lead and copper testing for the approved EPA method. A list of certified labs can be found at: Lead-Copper-Certifications.pdf (michigan.gov).
    a. Get the samples to the laboratory as soon as possible. May be mailed or hand delivered.
    b. Samples must be received by the laboratory within 14 days of sample collection.

Some labs report the test results in milligrams per liter (mg/L) and some in micrograms per liter (ug/L). Make sure to check the appropriate unit of measure reported by the lab in Table 6 (Annual Sampling Schedule).

Immediate action is required by law if the test result is greater than 5 ug/L (5 ppb) or 0.005 mg/L (0.005 ppm). **Note:** 5 ug/L is the same as 5 parts per billion (5 ppb).

Results greater than 5 ppb or 0.005 ppm SHALL be submitted EGLE **within 30 day**s of facility receipt of the results and notice provided to families, staff, and students.

## Annual Sampling and Testing Result Actions




*ND = Not Detected