



Cross-Connection Control Program Plan for Community Public Water Systems with Population \geq 3,300

Community public water systems (PWS) serving \geq 3,300 persons must **complete this form in its entirety** to satisfy the requirements of 310 CMR 22.22(3)(b), which requires a PWS to have a cross connection control distribution system protection program plan (CCCPP) approved by the Massachusetts Department of Environmental Protection.

A. Public Water System (PWS) Information

Important:
When filling out forms on the computer, use only the tab key to move your cursor - do not use the return key.



1. _____ PWS ID # _____

_____ PWS Name _____

_____ Street Address or P.O. Box _____

_____ City _____ State _____ Zip Code _____

_____ PWS Mailing Address if different from street address _____

_____ City _____ State _____ Zip Code _____

_____ Phone Number _____ Fax Number (if available) _____

_____ Website Address of PWS (if available) _____ Email _____

2. PWS Cross Connection Program Coordinator

_____ Name _____

_____ Street Address _____

_____ City _____ State _____ Zip Code _____

_____ Phone Number _____ Cell Phone Number _____

_____ Email (optional) _____ Fax Number (if available) _____

_____ MassDEP Tester and/or Surveyor Certificate Number _____ Expiration Date _____

NOTE: MassDEP recommends that the PWS Cross Connection Program Coordinator obtain MassDEP Tester and Surveyor Certification.



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B. Plan Implementation

Under 310 CMR 22.22(3)(b)3., each public water system may engage a contractor or consultant to assist it in implementing its CCCPP. 310 CMR 22.22(3)(q), however, prohibits a PWS from using a contractor or consultant to review and approve design data sheets and plans for the proposed installation of a reduced pressure backflow preventer or double check valve assembly. If a PWS uses a contractor or consultant to implement its CCCPP, the PWS remains responsible for complying with 310 CMR 22.22, including implementation of its CCCPP.

1. Does the PWS use the services of a contractor or consultant to assist in the implementation of any portion of its CCCPP? Yes No

If **yes**, provide the following information:

2. The contractor or consultant performs the following services for the PWS: (check all that apply)

- Inspecting Non-residential Facilities Testing of Backflow Prevention Devices
 Backflow Prevention Device Installation Plan Approval Other (specify): _____

3. Contractor or Consultant Quality Assurance Plan – If a contractor or consultant is used to assist in the implementation of an approved CCCPP, the PWS must develop a quality assurance plan. Indicate which, if any, of the following measures the PWS uses for quality assurance purposes:

- a. Review of backflow-prevention assembly tester performance? Yes No
b. Verifying tester certification with MassDEP? Yes No

Other (specify): _____

- c. Review of field test results? Yes No

Other (specify): _____

- d. Requiring that field test equipment is periodically certified by an independent laboratory?

Yes No

Other (specify): _____



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C. Cross Connection Inspections

Under 310 CMR 22.22(3)(c), each PWS is responsible for inspecting all industrial, commercial, and institutional premises served by it to determine whether cross connections exist and whether all cross connections are either properly protected by an appropriate control device or eliminated. This responsibility applies to both privately and publicly owned facilities served by the PWS. To demonstrate that this requirement will be met, the PWS CCCPP must have a process for identifying the locations where such protection is needed.

1. Describe the method the PWS will use to identify the industrial, commercial and institutional facilities connected to its distribution system:

2. Describe the method the PWS will use to identify any change in use of property that could subject a previously unregulated facility to a regulated facility:

3. Modified facilities: Explain in detail how PWS will identify potential changes in plumbing systems for existing facilities that may cause new cross connections:

4. Is PWS notified of newly proposed construction or modifications to existing facilities by the:
 Plumbing Inspector Fire Department Health Department Building Inspector
 Planning Board Zoning Board of Appeals Other (specify): _____

Survey Schedule: For those facilities that have not been previously surveyed or inspected, PWS should provide a proposed inspection schedule to MassDEP for approval. The proposed schedule should prioritize those facilities that pose the highest hazards.

5. If PWS has not yet fully inspected the facilities connected to its distribution system, identify below PWS's proposed survey completion date based on the degree of hazard: **fully inspected**

High Hazard Facilities

All Other Facilities

Date (mm/yyyy)

Date (mm/yyyy)

6. How many surveys will PWS need to complete each year to meet the foregoing completion dates?

7. Describe PWS's plans for re-surveying non-residential facilities after the initial system-wide survey is completed:



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C. Cross Connection Inspections (cont.)

Documentation of Surveys: PWS should identify how it will document each survey so that it can demonstrate that it has met the surveying requirements. PWS shall attach to its CCCPP copies of all forms that PWS intends to use to document completion of each survey. At a minimum, PWS shall include the date and address of each survey, the survey results, and the name of the person who performed the survey for each location.

8. PWS uses MassDEP's Cross-Connection Survey Report Form & Violation Notice (<http://www.mass.gov/dep/water/approvals/dwsforms.htm#crosscon>)? Yes No
9. Does PWS's survey report form identify the degree of hazard at the facility? Yes No
If yes, does PWS maintain a database that identifies the degree of hazard at each facility? Yes No

Note: PWS should include an explanation of what constitutes a cross connection in its survey report form to provide public education. PWS may insert a separate pamphlet for such purposes with this letter.

Listing of Facilities: Under 310 CMR 22. 22.22(3)(d), each PWS must prepare and maintain an up to date list of the premises it has inspected and the locations of any control devices installed at such premises.

10. This list should also identify the cross connections that pose a high health hazard under 310 CMR 22.22(8)(a)3. In lieu of submitting this facilities list to MassDEP, PWS shall provide the following information:

Cross Connection Inspection and Survey Summary:

Facility	Total Number of Facilities Served by PWS		Number of Facilities Surveyed To Date		Number of Facilities Remaining to be Surveyed	
	A	High Hazard **	B	High Hazard **	A – B = C	High Hazard **
Non-residential *						

* Non-residential facilities include all commercial, industrial, institutional, and municipal premises served by PWS.

** Determine the number of high hazard facilities for each category identified in 310 CMR 22.22(8)(a)3.

NOTE: PWS should submit any periodic updates to its Cross Connection Inspection and Survey Summary with the Annual Statistical Report required by 310 CMR 22.22(3)(j). PWS shall maintain its schedule for inspecting and surveying facilities, including the types of facilities inspected and surveyed annually, on-site in a readily accessible format.



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D. Plan Reviews

Under 310 CMR 22.22(3)(q), each PWS is responsible for reviewing and approving design data sheets and plans for proposed new installations of reduced pressure backflow preventers and double check valve assemblies. A PWS may not delegate this responsibility to a contractor or consultant, unless authorized in writing by MassDEP. A PWS may use a contractor or consultant to assist in performing plan reviews, provided that all proposed recommendations or findings made by the contractor or consultant are issued on PWS's letterhead, reviewed by a PWS employee prior to issuance to the consumer and signed by a PWS employee.

Staffing: Under 310 CMR 22.22(3)(q), all design data sheets and plans for proposed new installations of reduced pressure backflow preventers and double check valve assemblies must be reviewed by a MassDEP Certified Cross Connection Surveyor. In lieu of submitting to MassDEP the name and certification number of the individual(s) reviewing and approving design data sheets and plans with PWS's CCCPP, PWS will provide this information on its Annual Statistical Report. PWS should maintain on-site in a readily accessible format a list of PWS's current and former certified surveyors. This list should include the name, certificate number, and timeframe that each MassDEP Certified Cross Connection Surveyor employed or engaged by PWS reviewed and approved such plans.

To demonstrate compliance with this requirement, PWS's CCCPP should include the following:

1. Documentation: Provide an explanation as to how PWS will document and issue plan approvals to ensure the device(s) proposed for installation provide adequate protection. Attach a copy of any forms used to provide such approvals, identify the location where the documentation will be maintained and describe the steps PWS will take to ensure proper review.

-
2. Does the Design Data Sheet contain the following information:

- | | | |
|--|------------------------------|-----------------------------|
| a. Provided on PWS letterhead? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| b. Owners name and address? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| c. Facility name and address? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| d. Contact Person/Agent? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| e. Telephone number of facility contact person? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| f. Device Data? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| g. Plumbing Plan showing details of the specific installation? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| h. Owner/Agent Signature? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| i. Attached Sample? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

Comments:



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D. Plan Reviews (cont.)

3. Does the Installation Approval Letter contain the following information:

- a. Provided on PWS letterhead? Yes No
- b. Date of approval? Yes No
- c. Owner/occupant name and address? Yes No
- d. Facility name and address? Yes No
- e. Cross-connection to be protected? Yes No
- f. Size and make of device? Yes No

Conditions of Approval:

- a. Deadline by which device must be installed? Yes No
- b. Requirement, including timeframe, to notify PWS after installation? Yes No

Owner's responsibilities (see 310 CMR 22.22(4)):

- c. Notification requirements for the maintenance of cross connections? Yes No
- d. Arrangement for surveys and testing during regular business hours? Yes No
- e. Testing requirements of 14 calendar days after the installation of devices? Yes No

Other approval requirements (specify)? _____

- f. Signed by PWS Cross Connection Control Coordinator? Yes No
- g. Attached Sample? Yes No
- h. CC to: Plumbing Inspector, Board of Health, Building Inspector,
 owners consultant, Local Fire Dept. (for fire sprinkler systems)

Comments:

4. Does the Installation Deficiency Letter contain the following information:

- a. Provided on PWS letterhead? Yes No
- b. Owner/occupant name & address? Yes No
- c. Facility name and address? Yes No



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D. Plan Reviews (cont.)

- d. Location of cross-connection to be protected? Yes No
- e. Deficiency clearly stated? Yes No
- f. Signed by PWS Cross Connection Control Coordinator? Yes No
- g. Attached Sample? Yes No

Comments:

E. Approval of Cross Connections

Under 310 CMR 22.22(3)(g), each PWS must not allow any cross connection at any point within its system unless it has been approved pursuant to 310 CMR 22.22. To demonstrate that it will meet these requirements, PWS's CCCPP must outline the measures PWS will take to review and approve cross connections, including how it will determine if a proposed backflow device provides adequate protection.

1. Explain what measures the PWS will take to review and approve cross connections, including how it will determine if a proposed backflow device(s) provides adequate protection:
-
2. Are PWS's installation requirements more stringent than those in 310 CMR 22.22 Table 22-1 and 310 CMR 22.22(10)? Yes No
3. If PWS's standards are more stringent than those in 310 CMR 22.22 Table 22-1 and 310 CMR 22.22(10), does PWS have a written by-law, ordinance or regulation in effect that gives PWS the authority to enforce its standards? (If yes, provide a copy of such with submittal of PWS's CCCPP.) Yes No

Under 22.22(8)(a)3, the following types of facilities are deemed to pose high health hazard conditions. In-plant protection at these facilities must be supplemented by the installation of a reduced pressure backflow preventer or an air gap separation at the meter or property line (total containment), unless an approved device is installed on a dedicated or process line or in-plant cross connection(s) control is otherwise achieved to the satisfaction of MassDEP, its designee or PWS:

Nuclear reactors or other facilities where radioactive materials are used
Sewage treatment plants and sewage pumping stations
Piers, docks, marinas, shipyards
Chemical plants
Metal plating industries
Hospitals, mortuaries, medical clinics, dental offices and clinics

4. In addition to the above listed facilities, are there any other types of facilities the PWS has determined to pose a high health hazard condition requiring the installation of a reduced pressure backflow preventer or an air gap separation at the meter or property line? Yes No



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E. Approval of Cross Connections (cont.)

If yes, list those types of facilities would require the installation of a reduced pressure backflow preventer or an air gap separation at the meter or property line:

5. Does PWS maintain a list of facilities based on degree of hazard? Yes No

Approval and Permit Requirements:

6. Does PWS check that a plumbing permit has been obtained from the local plumbing inspector after PWS has approved an installation plan but prior to installation (other than devices installed on a fire protection system)? Yes No

Fire Protection Systems:

7. Does PWS check that a permit has been obtained from the Fire Department after PWS approves plan and prior to device installation on a fire protection system? Yes No
8. Is a building permit required prior to device installation? Yes No
9. Is PWS approval required prior to the issuance of local building occupancy permits? Yes No

*PWS approval is a recommended practice but it is not currently a regulatory requirement.

Comments:

F. Device Initial Inspection

Under 310 CMR 22.22(3)(r), each PWS must ensure, upon completion of installation, that a backflow prevention device is installed in accordance with the approved design data sheet and plans, and tested for proper operation. The PWS CCCPP must explain the process for conducting initial inspections and tests, identify who will perform these inspections and tests, and include the timeframes for doing so.

1. PWS's Initial inspection and test will be performed by:
- PWS certified surveyor and tester Contracted certified surveyor and tester
2. Does PWS:
- a. Require written notification of completed device installation within 14 calendar days after the installation of devices? Yes No
- b. Allow for verbal notification of completed device installation within 14 calendar days after the installation of devices? Yes No
- c. Allow owner/occupant to hire a certified tester to conduct the initial test? Yes No



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F. Device Initial Inspection (cont.)

- d. Bring the device design data sheet and plans to the inspection? Yes No
- e. Issue a local permit and assign a device identification number after inspection and testing? Yes No
- f. Add newly installed devices to PWS's regular testing schedule? Yes No

Comments:

3. Describe how PWS requires notification of the installation of the backflow device, and the steps that are taken to inspect the installation and testing of the device.
-

G. Violations

Under 310 CMR 22.22(3)(m), each PWS is required to notify the owner of the premises of any violation of 310 CMR 22.22, such as failure to install protection, failure to maintain a device, and failure to meet testing requirements, by sending a written Notice of Violation. The PWS's CCCPP should include a copy of any forms used for enforcement purposes to provide such notice and indicate where the Notices of Violations are kept.

1. Describe how PWS notifies cross connection owners of violations:
-

2. Does PWS's Notification of Violation contain the following minimum information?

- a. Provided on PWS letterhead? Yes No
- b. Information included in PWS's initial Survey Report Form? Yes No
- c. Date by which violation must be corrected? Yes No
- d. Rules and Regulations that provides for the assessment of fines for noncompliance? Yes No
- e. Rules and Regulations that provides for the termination of service for noncompliance? Yes No
- f. Statement of property owner's responsibilities for cross connection control? Yes No
- g. Property owner's name & address? Yes No
- h. Signed by PWS Cross Connection Control Coordinator? Yes No
- i. Attached Sample? Yes No

Comments:



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G. Violations (cont.)

3. Does PWS provide the cross connection owner with a Second Violation Notice if corrective action is not initiated after the first violation notice is issued? Yes No Attached Sample

Comments:

Termination of Service Notice

4. Does PWS have written procedures for Termination of Service if corrective action is not initiated after a Notice of Violation is issued? Yes No

If **yes**, does PWS provide the cross connection owner with a **Termination of Service Notice**?

Yes No

If **yes**, does the notice include: The date by which water service will be terminated if the violation is not corrected?

Yes No

5. Does PWS have the ability to refer violations for enforcement if a violation is not corrected?

Yes No

Attached Sample?

Yes No

Comments:

6. Has PWS adopted a local ordinance, by-law, regulation or policy for cross-connection control that specifically addresses Termination of Service? Yes No Attached Copy

If no, when does PWS intend to adopt such local requirements?

Date (mm/yyyy)

If PWS intends to adopt such local requirements, attach a copy, if available. Attached Copy

7. If PWS has not established procedures for Termination of Service, describe how PWS addresses continuing cross connection violations.

H. Device Testing

Under 310 CMR 22.22(3)(h), each PWS must ensure that all double check valves and reduced pressure backflow preventer devices are inspected and tested in accordance with 310 CMR 22.22(13). To demonstrate compliance with this requirement, the CCCPP must outline the following:

1. Testing Frequency:

a. Verify the frequency of inspecting and testing for the following devices:

b. Reduced pressure backflow preventer devices (RPBP)? Twice per year

c. Double check valves assemblies (DCVA)? Once per year

d. Seasonal reduced pressure backflow preventer devices (RPBP)? * Once per year

e. Are seasonal devices physically removed at the end of the season? Yes No



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H. Device Testing (cont.)

- f. Are seasonal devices tested prior to being put back into service? Yes No

* Seasonal reduced pressure backflow preventer devices (RPBP) are devices that are in service less than six months per year

2. Testing PVB

- a. Does PWS maintain records for the installation of pressure vacuum breakers (PVBs)? Yes No
- b. Does PWS approve and permit PVBs? Yes No
- c. Does PWS have a program for inspecting and testing PVBs? Yes No
- d. If no, does PWS encourage owners to arrange testing of PVBs by a Certified Backflow Prevention Device Tester at least annually? (310 CMR 22.22(13)(d)) Yes No
- e. If yes, does PWS require the owner to submit the test results? Yes No

NOTE: As required by 310 CMR 22.22(3)(e), all device tests must be conducted by a MassDEP certified Backflow Prevention Device Tester. PWS has the option of testing the devices itself, having its contractor or consultant test the devices or requiring the owner to arrange such testing.

In lieu of submitting to MassDEP the names, and certification numbers of individuals who perform backflow prevention device testing with its CCCPP, PWS may provide this information with its Annual Statistical Report. PWS shall maintain on-site (in electronic or hard copy format) a list of PWS's current and former certified testers. The list shall include the name, certificate number, and timeframe during which the individual performed such testing for PWS.

3. Does PWS allow owners to test their own backflow prevention devices in accordance with 310 CMR 22.22(3)(h)? Yes No

If yes, does PWS audit such tests as required by 310 CMR 22.22(3)(i)? Yes No

If yes, describe how PWS conducts such audits: _____

4. Explain how PWS manages the scheduling and testing of backflow prevention devices.*

*No two routine tests required by 310 CMR 22.22 for reduced pressure backflow preventers shall be conducted within five months of each other without the written approval of the Department in accordance with 310 CMR 22.22(13)(f).

If PWS uses a contractor or consultant for the testing of backflow prevention devices, state how PWS will track the testing schedule.

-
5. Explain how PWS would handle a denial of access to test devices at a facility.

-
- a. Is the Board of Health notified? Yes No



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H. Device Testing (cont.)

- b. Is the Fire Department notified? Yes No
6. What steps will be taken in the event of a failed test? Identify any notices issued and the timetable for inspection and follow-up.

-
- a. Is a written notice of device failure provided to property owner? Yes No
- b. If yes, does the notice include a timetable for corrective action? Yes No
- c. Attached Sample? Yes No

Comments:

7. Explain how PWS documents testing:

-
8. If PWS uses a contractor or consultant for testing, does PWS retain all documentation on-site in electronic or hard copy format? Yes No
- NOTE:** As required by 310 CMR 22.22(3)(d) every PWS shall maintain on PWS premises in a readily accessible form records of all device locations and list of devices and inspections of approved backflow prevention devices.

If no, explain why not: _____

9. Does PWS use MassDEP's Inspection and Maintenance Report Form (<http://www.mass.gov/dep/water/approvals/dwsforms.htm#crosscon>)? Yes No

If no, Attach Sample

Comments:

10. Does the PWS use MassDEP's "Device Repair and Re-test Report Form" (<http://www.mass.gov/dep/water/approvals/dwsforms.htm#crosscon>)? Yes No

If no, Attach Sample

I. Notifications

Under 310 CMR 22.22(3)(n), each PWS must notify all device owners of their responsibilities relative to cross connection control.

1. Does PWS have an educational program for non-residential consumers, including industrial, commercial and, institutional premises? Yes No

If no, when does PWS plan to implement such a program?

Date (mm/yyyy)

Comments:



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I. Notifications (cont.)

2. The types of users targeted through your PWS education program are (check all that apply):

- Industrial Commercial Institutional

3. How does the PWS communicate information to the public about its CCCPP?

- a. Included with individual water service applications for new or proposed changes in use? Yes No
- b. Annual mailings of newsletters? Yes No
- c. Information posted on the town website? Yes No
- d. Water bill stuffers? Yes No
- e. Semi-annual/annual testing reports? Yes No

Other (specify): _____

4. How does PWS notify device owners of their responsibilities relative to cross connection control?

- a. During semi-annual/annual testing? Yes No
- b. During annual informational meetings? Yes No
- c. Attached Sample? Yes No

Other (specify): _____

5. Does PWS require a containment device* at the service connection on all facilities even if there are no cross connections within that facility? Yes No

If yes, does PWS have an ordinance, by-law or regulation requiring such containment? (provide a copy with the submittal of CCCPP) Yes No

*Containment policy means ALL services connections have a device installed at the meter regardless of the existence of a cross connection.

6. Identify the person responsible for providing the notification:

- a. PWS cross connection control coordinator Contractor

Other (specify): _____

b. What is the means of delivery? Hand delivery US Mail E-mail

Other (specify): _____

c. When will the notification be provided each year?

_____ Date (mm/yyyy)



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J. Public Outreach Activities

Under 310 CMR 22.22 (3)(o), a PWS is responsible to annually notify consumers of water and local public officials of the requirements of the distribution system cross connection control program, including Mayors, Town Managers, city and town councilors or selectmen, water commissioners, fire chiefs, local boards of health, plumbing inspectors, building inspectors, local state representatives.

1. Does PWS annually notify local public officials of the requirements of their CCCPP requirements?

If **yes**, check all boxes that apply:

- | | | |
|---|---|--|
| <input type="checkbox"/> Mayor/Town Manager | <input type="checkbox"/> Water Commissioners | <input type="checkbox"/> Local State Representatives |
| <input type="checkbox"/> Plumbing Inspector | <input type="checkbox"/> Board of Health | <input type="checkbox"/> Selectmen/Councilmen |
| <input type="checkbox"/> Fire Department | <input type="checkbox"/> Building Inspector | <input type="checkbox"/> Plumbers |
| <input type="checkbox"/> Sprinkler fitters | <input type="checkbox"/> Irrigation system installers | |
| <input type="checkbox"/> Other (specify): _____ | | |

If **no**, when does PWS plan to implement this requirement? _____ Date (mm/yyyy)

2. Does PWS have a working relationship with the local plumbing inspector and board of health to provide effective surveillance of the distribution system? Yes No
3. Does PWS periodically meet with local officials and industry professionals to review cross connection control program requirements? Yes No

K. Residential Program

Under 310 CMR 22.22(3)(f), each PWS is responsible for establishing and maintaining a cross connection control program for residential consumers that includes an education component.

1. Has PWS established a cross connection control program for residential users that includes an educational component describing what a cross-connection is and the customer's responsibility for preventing them? Yes No

If no, by what date does your system PWS plan to implement such an education program?

Date (mm/yyyy)

2. How does PWS intend to comply with the education component for residential consumers?

- a. Does the educational material PWS provides contain the following information?

Attached Sample

- b. An explanation of what a cross-connection is? Yes No



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K. Residential Program (cont.)

c. Examples of where cross connections are typically found, such as:

- lawn irrigation systems submerged hoses chemical spray applicators
 auxiliary wells boilers solar heat systems fire sprinkler systems
 other (specify): _____

The consumer's role in preventing cross-connections? Yes No

d. An explanation of the types of backflow protection? Yes No

- air gap pressure vacuum breaker assembly (PVB)
 reduced principle assembly (RP) double check valve assembly (DCVA)

e. Where the homeowner can get more information? Yes No

Provide any additional information about the residential cross connection program PWS would like MassDEP to consider.

L. Program Administration

1. Records: Under 310 CMR 22.22(3)(d), each PWS is responsible for maintaining on-site in a readily accessible format (i.e. electronic or hard copy format) the following documentation*:

A schedule of all facilities inspected and surveyed; records of all device locations; related correspondence, including notices of violations; and, a list of devices and inspections of approved backflow prevention devices.

*This list should not be considered all inclusive.

Is PWS able to provide MassDEP with a complete list (in electronic or hard copy format) of RPBP and DCVA installed in its system within 2 hours of a request? Yes No

2. File Management: PWS maintains a file (in electronic or hard copy format) which will permit ready review of the following:

- a. Master List of all facilities with backflow prevention devices including location of device, type of device used, make, model, size, serial number, etc.? Yes No
b. Correspondence between PWS and its customers? Yes No
c. Copy of Approved Plan? Yes No
d. Test reports for each device? Yes No
e. Copies of MassDEP Certificates for each tester and surveyor? Yes No



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L. Program Administration (cont.)

- f. Cross Connection Survey Reports? Yes No
- g. Residential surveys? Yes No
- h. Backflow incident reports? Yes No
- i. Records on initial surveys, recommendations, follow-up, corrective action, re-surveys?
 Yes No
- j. Public education pamphlets and information? Yes No
- k. Copies of test kit calibrations? Yes No
- l. Copy of Approved Regulation/Ordinance/Bylaw? Yes No
- m. Does PWS have a system designed to notify cross-connection control personnel when testing and re-inspections of premises are needed? Yes No

3. Annual Reporting: Under 310 CMR 22.22 (3)(j), the PWS must submit annually report to MassDEP using a form provided by MassDEP for such purposes.

PWS's CCCPP should explain who will be responsible for preparing and submitting these reports, the sources of information used to complete these reports and the locations where copies of the reports will be kept:

4. Fees Requirements: PWS's CCCPP must identify the fees associated with the implementation of its cross connection program.

Fees:

Survey	\$ _____	Testing	\$ _____	Mutiple Tests	\$ _____
Plan approval	\$ _____	Other	\$ _____	_____ (specify)	

M. Emergencies

Under 310 CMR 22.04(13)(a), each PWS must prepare and keep in an easily accessible location an Emergency Response Plan prepared in accordance with 310 CMR 22.04(13) and Massachusetts Drinking Water Guidelines and Policies for Public Water Supplies, Chapter 12 - Emergency Response Planning Requirements Guidance including Appendix O - Handbook for Water Supply Emergencies. The Emergency Response Plan shall include detailed steps that the PWS shall implement to ensure the continuation of service in the event of a potential or actual emergency, including but not limited to "contamination of water in the distribution system from backflow".

Describe how the PWS's Emergency Response Plan addresses contamination of water in the distribution system from a backflow incident:



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N. Additional Comments:

O. Program Staffing

1. PWS staff responsible for oversight of cross-connection inspections?
(check box if same person for all categories)

_____	_____	_____
First Name		Last Name
_____	_____	_____
Title	Phone Number	Email

2. PWS staff responsible for oversight of plan reviews?

_____	_____	_____
First Name		Last Name
_____	_____	_____
Title	Phone Number	Email

3. PWS staff responsible for oversight of plan approvals?

_____	_____	_____
First Name		Last Name
_____	_____	_____
Title	Phone Number	Email

4. PWS staff responsible for oversight of violations and other correspondence?

_____	_____	_____
First Name		Last Name
_____	_____	_____
Title	Phone Number	Email

5. PWS staff responsible for oversight of testing?

_____	_____	_____
First Name		Last Name
_____	_____	_____
Title	Phone Number	Email

6. PWS staff responsible for oversight of Notifications?

_____	_____	_____
First Name		Last Name
_____	_____	_____
Title	Phone Number	Email

