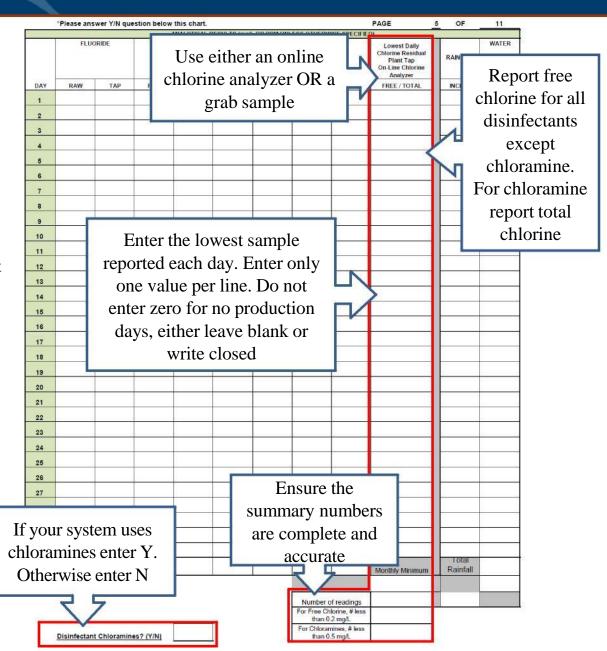
MOR compliance: Improving common problems

MONTH	Enter the report date as the relevant monitoring period for the data as MM/YYYY, not the current month (if submitting in March, the monitoring period would be February) SYSTEMS Indicate one with "X" SURFACE WATER GROUNDWATER			
Always enter the	PURCHASE/DISTRIBUTE ONLY			
PWSID as KY	PURCHASE/DISTRIBUTE ONLY			
followed by the 7	PLANT ID: PLANT NAME:			
digit ID number PWS NAME: _	LANT CLASS: DIST. CLASS:			
KY1234567 CY INTEREST (AI): _				
SOURCE NAME:	Water producers enter plant			
_	ID as A, B, C, etc.			
	DPERATOR(S) RESPONDED If only one plant enter A RESTIFICATION NUMBER			
WTP SHIFT 1:				
WTP SHIFT 2:				
WTP SHIFT 3:				
DISTRIBUTION:				
	RT MUST BE RECEIVED BY THE DIVISION OF WATER AND APPLICABLE FIELD OFFICE			
NO LATER THAN 10 DAYS AFTER THE END OF THE MONTH.				
TREATMENT PLANTS CO	DMPLETE:			
1. DESIGN CAPACITY (gpm):				
2. TYPE OF FILTRATION USED:				

MOR page 5 Water Quality

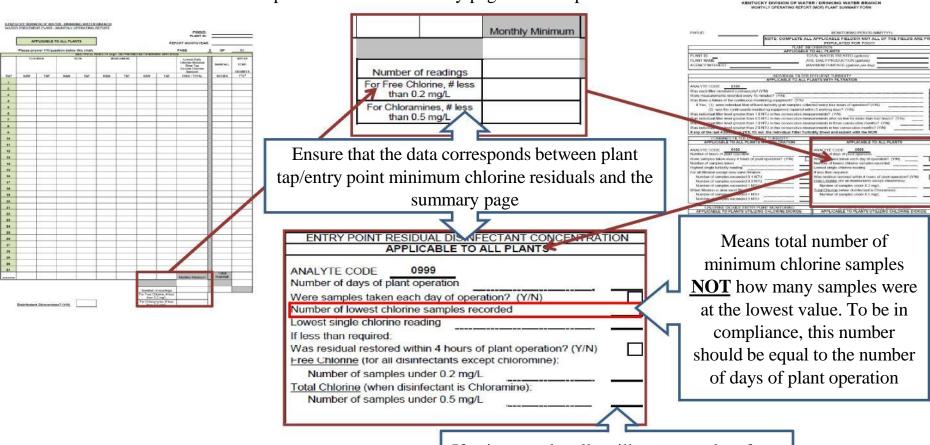
Plant Tap/Entry Point Chlorine Residuals

All water producers must report the lowest amount of chlorine leaving the plant and entering the distribution system everyday of plant operation



Transfer MOR page 5 data to plant summary

Compliance is primarily determined based on the summary pages. It is imperative that the summary pages are complete and accurate



If using excel, cells will auto-populate from preceding data pages, **except** Y/N questions

MOR page 7 Distribution

Distribution System Chlorine Residuals

<u>Community Systems:</u> Must report at least one chlorine residual **everyday**

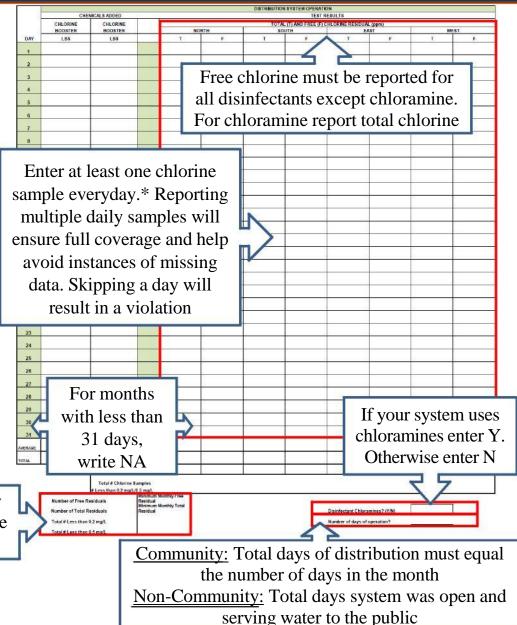
*Non-Community Systems: Must report at least one chlorine residual everyday the system is open and serving water to the public

A system with multiple plants will have the same distribution chlorine residuals for both plants' MORs

If a system purchases both chlorine and chloramine within the same month,

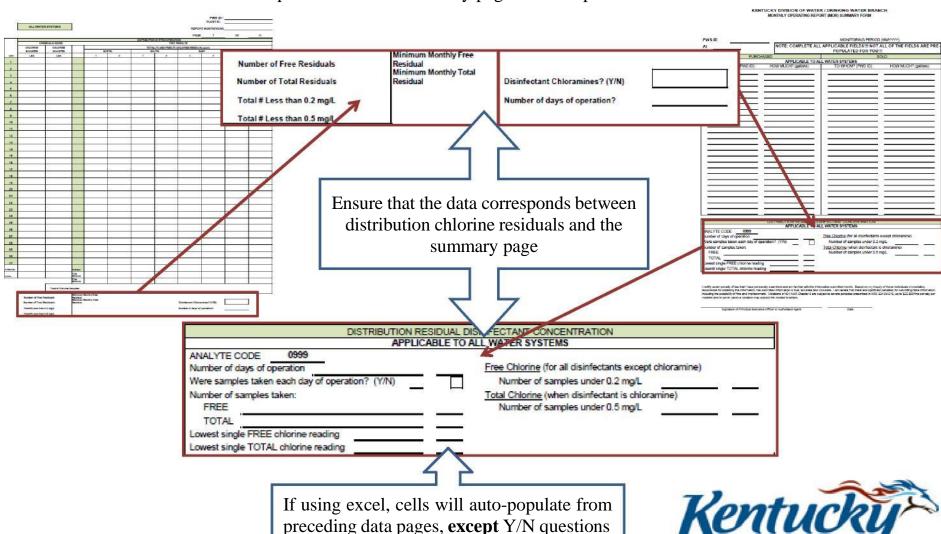
report total chlorine for all samples

Ensure the summary numbers are complete and accurate



Transfer MOR page 7 data to distribution summary

Compliance is primarily determined based on the summary pages. It is imperative that the summary pages are complete and accurate



PWS ID	MONITORING PERIOD (MMYYYY)
NOTE: COMPLETE ALL	APPLICABLE FIELDS!!! NOT ALL OF THE FIELDS ARE PRE-
Plant ID must	POPULATED FOR YOU!!! ORMATION O ALL PLANTS ITAL WATER TREATED (gallons)
AGENCY INTEREST If only one	E. DAILY PRODUCTION (gallons) IXIMUM PUMPAGE (gallons per day)
	FFLUENT TURBIDITY ANTS WITH FILTRATION
ANALYTE CODE 0100 Was each filter monitored continuously? (Y/N) We W: SW and GUI systems 1) Then?? (Y/N) ab samples collect	cted every four hours of operation? (Y/N)
w. must complete the consecutive meas consecutive meas consecutive meas consecutive meas consecutive meas	in 5 working days? (Y/N) surements? (Y/N) surements after on line for more than four hours? (Y/N) surements in three consecutive months? (Y/N) surements in two consecutive months? (Y/N)
If any of the last 4 boxes are YES, fill out the Individual Filter Turbi	
COMBINED FILTER EFFLUENT TURBIDITY APPLICABLE TO ALL PLANTS WITH FILTRATION	ENTRY POINT RESIDUAL DISINFECTANT CONCENTRATION APPLICABLE TO ALL PLANTS
ANALYTE CODE 0100 Number of hours of plant operation Were samples taken every 4 hours of plant operation? (Y/N) Number of samples taken Highest single turbidity reading For all filtration except slow sand filtration: Number of samples exceeded 0.1 NTU Number of samples exceeded 1 NTU When filtration is slow sand filtration. Number of samples exceeded 1 NTU When filtration is slow sand filtration. Number of samples exceeded 1 NTU Number of samples exceeded 5 NTU	ANALYTE CODE 0999 Number of days of plant operation Were samples taken each day of operation? (Y/N)
CHLORINE DIOXIDE ENTRY POINT MONITORING APPLICABLE TO PLANTS UTILIZING CHLORINE DIOXIDE ANALYTE CODE 1008 Number of days of plant operation Were samples taken each day of operation? (Y/N) Number of samples taken Highest single chlorine dioxide reading Number of chlorine dioxide samples exceeded 0.8 mg/L	CHLORITE ENTRY POINT MONITORING APPLICABLE TO PLANTS UTILIZING CHLORINE DIOXIDE ANALYTE CODE 1009 Number of days of plant operation Were samples taken each day of operation? (Y/N) Number of samples taken Highest single chlorite reading Number of chlorite samples exceeded 1 mg/L

I certify under penalty of law that I have personally examined and am familiar with the information submitted herein. Based on my inquiry of those individuals immediately responsible for obtaining the information, the submitted information is true, accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment. Violations of 401 KAR Chapter 8 are subject to severe penalties prescribed in KRS 224.99-010, up to \$25,000 fine per day per violation and in some cases a violation may subject the violator to prison.

Plant Summary

All water producers must complete the plant summary

If using excel, cells will auto-populate from preceding data pages, except Y/N questions

Once all data is complete and accurate, sign and date



Distribution Summary

All systems must complete the distribution summary
Once all data is complete and accurate, sign and date

Ensure the summary data is complete and accurate, as previously described

PWS ID		MONITORING PERIOD (MMYYYY)		
AI	NOTE: COMPLETE ALL	APPLICABLE FIELDS!!! NOT ALL OF THE FIELDS ARE PRE		
Di	IDOUACED	POPULATED FOR YOU!!! SOLD		
PL	IRCHASED APPLICABLE TO AL	L WATER SYSTEMS		
FROM WHOM? (PWS ID		TO WHOM? (PWS ID) HOW MUCH? (gallons)		
En ⁻	ter water transaction	ns using		
the	appropriate PWSI	D (KY,		
TN, WV, or OH followed by the				
7 digit ID number KY1234567)				
	NOT the system na	ame		
-				
P	-			
0	-11			
	11	·		
4. M	1	Enter the total gallons		
8: 15				
		as 1,234,567		
		NOT 1.23 M.G.		
3.				
	11			
	- 11			
pet .				
	DISTRIBUTION RESIDUAL DIS	INFECTANT CONCENTRATION		
	APPLICABLE TO AL	L WATER SYSTEMS		
NALYTE CODE 0999 lumber of days of operation	_	Free Chlorine (for all disinfectants except chloramine)		
vere samples taken each day	of operation? (Y/N)	Number of samples under 0.2 mg/L		
umber of samples taken:		Total Chlorine (when disinfectant is chloramine)		
FREE		Number of samples under 0.5 mg/L		
TOTAL				
owest single FREE chlorine r				
owest single TOTAL chlorine	reduing			

I certify under penalty of law that I have personally examined and am familiar with the information submitted herein. Based on my inquiry of those individuals immediately responsible for obtaining the information, the submitted information is true, accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisorment. Violations of 401 KAR Chapter 8 are subject to severe penalties prescribed in KRS 224.99-010, up to \$25,000 fine per day per violation and in some cases a violation may subject the violator to prison.

MOR compliance: Improving common problems

- Do Not Handwrite
 - · Illegible
 - · Error prone
- Use Microsoft Excel
 - · Calculations are completed automatically
 - · Errors easily identified and corrected
- · Computer access is available to everyone
 - · Administrative offices
 - · Public Libraries
- · Create redundancy in training
 - · Valuable experience and knowledge is lost if a system fails to train replacements <u>before</u> staff leave
 - Ensure multiple individuals are trained to complete compliance obligations
 - · If responsible party is absent, retires, or unexpectedly leaves, there should always be another individual trained and readily available to complete required duties

MOR Compliance: Final reminders

- · Review all data before signing and dating the MOR
- · Your signature acknowledges that all data within the MOR is true, accurate, and complete
- The MOR must arrive to the DOW within 10 days after the monitoring period
- Mail certified to guarantee delivery. A failure to submit violation will not be rescinded unless the water system has proof of delivery (certified mail receipt)
- · Mail to:

Division of Water Drinking Water Branch 3rd Floor 300 Sower Blvd Frankfort, KY 40601 Attn: DWB MOR

· If any errors are found after submitting to the state, notify the compliance officer immediately and send a correction