

ODW Use Only

All fields are mandatory with the exception of Std_Meth and CL2.
 There must be at least one value in either: Total, Fecal_Ecoli or Reject.
 If Reject is valued, Total and Fecal_Ecoli should not be valued.

Data Entry Instructions

Sample Types

D_Routine
 P_Plant Tap Sample
 Q_Raw Water
 R_Repeat Sample
 S_Special Sample
 X_Resample

Lab ID: Your Lab Certification ID

Sample ID: Alphanumeric text that identifies the sample. This value must be unique throughout the calendar year. Duplicate sample ID's will be rejected from our system.

PWSID: The valid Public Water System ID Number.

Sample Location: The description of the location where the sample was collected.

Collect Date: The date the sample was collected in mm/dd/yyyy format.

Field Chlorine Residual (CL2)

Collect Time: The time the sample was collected in 24-hour format.

Permitted Values

Actual Numeric Value
 Not Analyzed -----> Leave Blank
 Not Detected -----> Enter 0.0
 If reported as ">x.xx" -----> Enter 5.99

Receive Date: The date the sample was received in your lab mm/dd/yyyy format.

Sample Type: See description of valid entries in P2 of this worksheet.

Std_Meth: The official Standard Method code used to analyze the sample.

TC or MPN: The actual result for Total Coliform. For Presence/Absence methods, this value shall be "A" for Absent and "P" for Present. All other method type results shall be a numeric value with or without operand (<).

Rejection Codes

BP_Invalid Sample Point
 BR_Breakage
 CG_Confluent Growth
 CL_Chlorine present
 EH_Exceeded 30 Hour Holding Time
 FZ_Sample Frozen
 HS_Excess headspace
 IN_Insufficient Sample Information
 IP_Invalid Sampling Protocol
 LA_Lab Accident
 LT_Leaked in transit
 TB_Turbid Sample
 TN_Too Numerous To Count
 VO_Insufficient Volume

Fecal_EColi: The actual result for Fecal or E. Coli. For Presence/Absence methods, this value shall be "A" for Absent and "P" for Present. All other method type results shall be a numeric value with or without operand (<).

Reject: See description of valid entries in P22 of this worksheet. If a sample is rejected, the "TC or MPN" and Fecal_Ecoli fields should not be populated with result data.

Field Chlorine Residual (CL2): The field chlorine residual value of the analysis in mg/l. If the waterworks analyzes the chlorine residual, then the lab should enter the data from the history sheet. This chlorine residual should be the result from the field, not from the lab.

Sampler Name: The name of the person who collected the sample.

ODW Use Only: This field is to be populated by the Office of Drinking Water.