

**MISSISSIPPI STATE DEPARTMENT OF HEALTH
BUREAU OF PUBLIC WATER SUPPLY**

**START-UP CERTIFICATION FOR
SEASONAL NONCOMMUNITY PUBLIC WATER SUPPLY**

This completed form must be submitted to the Bureau of Public Water Supply **PRIOR TO PROVIDING WATER FOR PUBLIC USE**. All of the steps **must** be completed and deficiencies corrected prior to opening (keep a copy of the completed form for your records).

SUPPLY NAME:			
PUBLIC WATER SYSTEM ID (PWSID):			
ANTICIPATED OPENING DATE TO THE PUBLIC:			
<i>Details of the approved pre-opening start-up procedures can be found in the MSDH SEASONAL START-UP PROCEDURES.</i>			
Pre-Opening Tasks Completed	Yes	Not Applicable	Comments/Findings (Check the box if you provided additional comments on a separate sheet of paper)
1. System Inspection			
a. Evaluated Water System Surroundings			
b. Evaluated the Wellhead			
c. Evaluated Treatment Equipment, Distribution, and Plumbing			
d. Evaluated Storage and/or Pressure Tanks			
e. Evaluated System for Possible Cross-Connections			
2. Integrity Check			
3. System Flushing			
4. Disinfected the Depressurized Portion of the System			
5. Collected Two (2) Pre-Opening Bacteriological Samples 24 Hours Apart According to Sample Site Plan			
Dates Bacteriological Sampling Completed: (If using a private laboratory, it is your responsibility to submit the sample results to Bureau of Public Water Supply)			

6. I certify that I have completed the above-listed tasks in accordance with the *START-UP PROCEDURES FOR SEASONAL NON-COMMUNITY PUBLIC WATER SUPPLIES* for system-specific MSDH-approved procedure(s). The information on this certification is complete, accurate, and true to the best of my knowledge. Any deficiencies observed were corrected and details have been provided above.

Submission of this certification is required each year to the MSDH before opening to the public.

Name/Title (Please Print):		
Signature:		Date:
Telephone:	Fax:	E-mail:

Mississippi State Department of Health Use Only	
Certification Reviewed By: _____	Date Reviewed: _____
Comments: _____	Approved: Yes <input type="checkbox"/> No <input type="checkbox"/>

Submit to MSDH:

MISSISSIPPI STATE DEPARTMENT OF HEALTH
BUREAU OF PUBLIC WATER SUPPLY

**START-UP PROCEDURES FOR
SEASONAL NONCOMMUNITY PUBLIC WATER SUPPLIES**

*These procedures must be completed **PRIOR TO PROVIDING WATER FOR PUBLIC USE.***

Seasonally-operated non-community public water supplies must ensure the water is safe to drink before opening for the season. Follow the steps in the Mississippi State Department of Health's (MSDH) Start-Up Procedures before serving water to the public. The Bureau of Public Water Supply may require additional steps specific to a water supply system. Start-up procedures may be completed by the water supply owner or someone qualified to work on water supply systems, such as a registered water well contractor, licensed professional engineer, or a water supply certified operator. Detailed information on each step is provided in the [MSDH Start-Up Procedures for Non-Community Seasonal Public Water Supplies](#).

1. System Inspection

a. Evaluate the System Surroundings

b. Evaluate the Wellhead

Inspect the well for signs of damage – exposed wire, broken/loose cap, missing vent screen, or damage to the casing. Clear overgrown vegetation from around the well casing. Remove chemicals, fuel, or other potential sources of contamination from the well area.

c. Evaluate Treatment Equipment, Distribution, and Plumbing systems

Check the pressure tank and supply lines for leaks/damage. Check electrical lines for damage. Clear the area around the raw water sample tap. Remove unnecessary items from well house/well equipment room. Verify that filters and treatment devices are clean and operating properly. Eliminate dead-end piping.

d. Evaluate Storage/Pressure Tanks

Drain stagnant water from the pressure tank. Check for signs of cracks, excessive corrosion, or other defects. Drain tanks to remove any stagnant water, followed by proper disinfection. Once in service, verify that tank is not waterlogged. Note presence of pump "short cycling," unusual noises, vibrations, or excessive heat generation

e. Evaluate the System for Cross Connections

Verify that backflow preventers are on hose bibs, dump station towers, mop sinks, toilets, and ice machines. Inspect all air gaps and backflow preventers. Assemblies must be tested at the appropriate frequency

2. Perform Integrity Check

After the distribution system is filled and pressurized, turn off all taps and the power supply to the well pump. Read the system's pressure gauge and write down the initial system pressure. After one hour, read the pressure gauge again and document the system pressure. Pressure loss over this one hour time span indicates leaks.

3. Flush the Supply

Flush the well and distribution system until the water runs clear. The longer the flushing time, the better. Avoid the septic system area.

4. Disinfect the Depressurized Portion of the System

Disinfect the portion of the distribution system that was depressurized. A water supply owner may disinfect the distribution system using an approved positive displacement chlorinator or by pouring chlorine into a plumbing port in the well house or room. System owner may need specialized assistance to properly disinfect the well. Flush the system following disinfection until free of chlorine.

5. Collect Two (2) Pre-Opening Bacteriological Samples 24 Hours Apart

Collect pre-opening sample(s) from the distribution system, as identified in the sample site plan, and collect another sample at least 24 hours later. These samples do not count toward routine monitoring requirements. If

both sample results are non-detect for total coliform/e.coli, continue to the next step. **If sample are positive for coliform or *E. coli* bacteria, system may need to disinfect and attempt to obtain additional samples. System owner may contact MSDH for further instructions. Do not open your water system to the public.**

6. Certify and Submit Start-Up Certification Form to MSDH

Complete and sign the *Start-Up Certification for Seasonal Non-Community Public Water Supply* form and submit it to MSDH. If sample are taking by private laboratory, system will need to provide the two (2) consecutive non-detect bacteriological sample results with form submission before opening to the public.

Additional Information:

The *Start-Up Certification for Seasonal Non-Community Public Water Supply* form is available from the MSDH and electronically from MSDH's Website.

Hand Pump Wells

Hand pumps are not pressurized and are typically available for use year-round. If the hand pump is used seasonally, complete the start-up procedures and submit the start-up certification form to the MSDH. Disinfection of seasonal hand pump wells is not required as part of a start-up procedure unless work was performed on the well.

Repairs/Service Work

It is noted that registered or licensed individuals may be required by law to perform work on water wells and distribution system. Be sure to forward the details of specific work completed on the well or system to MSDH.

Pre-Opening (Special Purpose) Samples

Obtain non-detect results from two (2) consecutive pre-opening special purpose bacteriological samples according to the sample site plan. This ensures the start-up procedures have eliminated potential contamination before serving water to the public. If coliform is detected, the water supply can correct the problem before opening and avoid triggering increased monitoring.

Sample Bottles, Forms, and Reporting

Water supplies that use the MSDH's Public Health Laboratory (Lab) may obtain bottles from the local county health department. Bar code label necessary for sample submission can be obtained from the Bureau of Public Water System at 601-576-7518. The Lab automatically notifies the Bureau with the results if the report is completed accurately.

Write the Public Water Supply ID Number(s) on each water sample form. Deliver/send the bottle(s) to the Lab/county health department to ensure the sample can be processed within 30 hours of collection; otherwise, the result will be invalidated and the samples must be recollected and analyzed.

Private laboratories may be used, provided they are certified by MSDH Public Health Laboratory for drinking water analysis. Laboratory certification lists for total coliform, inorganic and organic contaminants, and lead/copper are available from the MSDH website at www.healthmys.com/watersupply. Be aware that most private laboratories do not report the results electronically to MSDH; therefore, it is the owner's responsibility to submit all analytical results to MSDH.

Questions regarding Seasonal Start-Up Procedures should be directed to Bureau.