## Annex 1 Record of Compliance Template

### Water Quality Assurance Plan (WQAP) Record of Compliance Template (illustrative)

**General Information on Water Access Point**

Using the Compliance Template

* Complete and retain this document as a record of water quality testing and monitoring
* Ensure template remains current with ongoing results.

Type: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(describe system)

Location: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(village/community; include GPS coordinates)

In-Service Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(date construction/installation/rehabilitation completed)

**Initial Water Quality Testing:**

Arsenic

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Sample Date | Reading | Test Method | Initials | Notes / Action Taken |
|  |  |  |  |  |

Fecal Coliform

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Sample Date | Reading | Test Method | Initials | Notes / Action Taken |
|  |  |  |  |  |

Other Water Quality Parameters

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Sample Date | Reading | Test Method | Initials | Notes / Action Taken |
| Fluoride |  |  |  |  |  |
| Nitrate (as NO3) |  |  |  |  |  |
| Electrical Conductivity (EC) |  |  |  |  |  |
| Total Dissolved Solids (TDS) |  |  |  |  |  |
| pH |  |  |  |  |  |
| Turbidity |  |  |  |  |  |

Additional Water Quality Parameters (industrial, agricultural etc..)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Sample Date | Reading | Test Method | Initials | Notes / Action Taken |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

**Water Quality Monitoring**

Arsenic

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Scheduled Tests | Sample Date | Reading | Test Method | Initials | Notes / Action Taken |
| 3-month/1st Quarterly |  |  |  |  |  |
| 6-month/2nd Quarterly |  |  |  |  |  |
| 9-month/3rd Quarterly |  |  |  |  |  |
| 12-month/4th Quarterly |  |  |  |  |  |

Fecal Coliform

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Scheduled Tests | Sample Date | Reading | Test Method | Initials | Notes / Action Taken |
| 3-month/1st Quarterly |  |  |  |  |  |
| 6-month/2nd Quarterly |  |  |  |  |  |
| 9-month/3rd Quarterly |  |  |  |  |  |
| 12-month/4th Quarterly |  |  |  |  |  |

Other Water Quality Parameters

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Sample Date | Reading | Test Method | Initials | Notes / Action Taken |
| Fluoride |  |  |  |  |  |
| Nitrate (as NO3) |  |  |  |  |  |
| Electrical Conductivity (EC) |  |  |  |  |  |
| Total dissolved solids (TDS) |  |  |  |  |  |
| pH |  |  |  |  |  |
| Turbidity |  |  |  |  |  |
|  |  |  |  |  |  |

Additional Water Quality Parameters (industrial, agricultural etc..)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Sample Date | Reading | Test Method | Initials | Notes / Action Taken |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

(attach additional monitoring record sheets as needed)

**Record of Response Actions**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Action date | Response Trigger | Responsible Party Notified | Initials | Pending Action |
|  |  |  |  |  |
|  |  |  |  |  |

(attach additional records if needed)