

INSTRUCTIONS FOR FILLING OUT WATER QUALITY REPORT

- Open Microsoft Word[®] 2003. Insert diskette, access your floppy disk drive, and open the diskette (click on “File” menu and select “Open...” then “Look in:” 3 ½ Floppy (A:)). WHEN OPENING THE DISKETTE, IN THE “Files of type” BOX, BE SURE THAT YOU HAVE SELECTED “All Word Documents”; you will find two documents:
 - WATER QUALITY REPORT template;
 - INSTRUCTIONS FOR FILLING OUT WATER QUALITY REPORT.
- Open WATER QUALITY REPORT template.
- Pull down on “File,” click on “Save As...,” enter the title: “2007 Water Quality Report” and click on “Save.” Be sure to check that you are saving the file as a Document Template (.dot) in the “Save As Type” box. If you do not save it as a document template, the AutoText codes will not work.
- Most of the “boilerplate” information you will need to enter on this form has been automated for you using the “AutoText” function in Word[®] for Windows[®]. By entering in the appropriate codes provided below and immediately pressing the “F3” key on your standard keyboard, you activate “AutoText” entries we have pre-loaded into the template for you.
- Click on gray box [1] and enter the report year. Example: 2007. Note: Only click once on the gray box.
- Click on gray box [2] and enter the name of your utility.
- Click on gray box [3] and enter appropriate code for ‘GENERAL SOURCE’ immediately below, then press the “F3” key on your keyboard.

CODES FOR “GENERAL SOURCE”

gs1	groundwater
gs2	surface water
gs3	both groundwater and surface water

- If you have no groundwater source, delete the entire sentence containing gray box [4]; if you have a groundwater source, click on gray box [4] and enter the appropriate code from the list below, then press the “F3” key on your keyboard; if you have more than one groundwater source, enter “and” and a space, enter the next appropriate code from the list below, and press the “F3” key on your keyboard; continue this function until you have listed all your groundwater sources. If you purchase water from another water system, enter the phrase “purchased from [name of seller]” after each such source.

CODES FOR “GROUNDWATER SOURCES”

gw1	alluvial
gw2	Pleistocene
gw3	Cretaceous (Dakota Sandstone)
gw4	Pennsylvanian
gw5	Mississippian
gw6	Devonian (includes Cedar Valley Limestone)
gw7	Silurian
gw8	Middle Ordovician (Galena, Decorah, St. Peter)
gw9	Prairie du Chien
gw10	Cambrian Jordan Sandstone
gw11	St. Lawrence, Dresbach, Mount Simon
gw12	Precambrian

- If you have no surface water source, delete the entire sentence containing gray box [5]; if you have a surface water source, click on gray box [5] and enter the appropriate code from the list below, then press the “F3” key on your keyboard; if you have more than one surface water source, enter “and” and a space, enter the next appropriate code from the list below, and press the “F3” key on your keyboard; continue this function until you have listed all your surface water sources. If you purchase water from another water system, enter the phrase “purchased from [name of seller]” after each such source.

CODES FOR “SURFACE WATER SOURCES”

sw1	West Reservoir
sw2	East Reservoir
sw3	Lake Fisher
sw4	City Reservoir
sw5	Mississippi
sw6	Des Moines River
sw7	Cedar River
sw8	Impoundment
sw9	West Lake Okoboji
sw10	Lake Ellis



sw11	Lake Morris
sw12	Red Haw Lake
sw13	Nodaway River
sw14	Lake Binder
sw15	Missouri River
sw16	Three Mile Lake
sw17	Reservoir
sw18	Raccoon River
sw19	Walton Lake
sw20	Lenox East and West Lakes
sw21	Lake Greenfield
sw22	Iowa River
sw23	Lake LaShane
sw24	Home Pond
sw25	Little River Reservoir
sw26	Diamond Lake
sw27	Skunk River
sw28	West Lake
sw29	Chariton River
sw30	Big Spirit Lake
sw31	Cedar Lake
sw32	Loch Ayr
sw33	Black Lake
sw34	Lagoon
sw35	Maffitt Reservoir
sw36	Twelve Mile Lake

10. If a contaminant has been detected in your system, click on gray box [6], and enter the appropriate code from the list below, then press the “F3” key on your keyboard; if you have more than one contaminant, place your cursor immediately below the table cell containing your first contaminant, enter the next appropriate code from the list below, and press the “F3” key on your keyboard; continue this function until you have listed all your contaminants. Note: A list of contaminants that have been detected in your system can be found in the DNR data letter that was mailed to your system in March of this year.

CODES FOR CONTAMINANTS

M I C R O	B I O L O G I C A L	C O N T A M I N A N T S	c1	Total Coliform Bacteria	0	Presence of coliform bacteria in >5% of monthly samples	Naturally present in the environment
			c2	Fecal coliform and E. coli	0	A routine sample and a repeat sample are total coliform positive, and one is also fecal coliform or E. coli positive	Human and animal fecal waste
			c3	Turbidity (NTU)*	N/A	TT	Soil runoff
R A D I O L O G I C A L	C O N T A M I N A N T S		c4	Beta/photon emitters (mrem/yr)	0	4	Decay of natural and man-made deposits
			c5	Alpha emitters (pCi/L)	0	15	Erosion of natural deposits
			c6	Combined radium (pCi/L)	0	5	Erosion of natural deposits
			c77	Uranium (ppb)	0	30	Erosion of natural deposits

*If you list turbidity in the chart, add the following to the “DEFINITIONS” section of the report:
NTU – Nephelometric Turbidity Units



If you list turbidity, you must list the highest single measurement and the lowest monthly percentage of samples meeting turbidity limits in the “Detected Level” column. In the “Other Information” section you must explain the reason for measuring turbidity. A sentence such as “Turbidity is an indicator of treatment filter performance and is regulated as a treatment technique.” is a sufficient explanation.

I N O R G A N I C C O N T A M I N A N T S	c7	Antimony (ppb)	6	6	Discharge from petroleum refineries; fire retardants; ceramics; electronic; solder
	c8	Arsenic (ppb)	N/A	10	Erosion of natural deposits; Runoff from orchards; Runoff from glass and electronic production wastes
	c9	Asbestos (MFL)	7	7	Decay of asbestos cement water mains; Erosion of natural deposits
	c10	Barium (ppm)	2	2	Discharge of drilling wastes; Discharge from metal refineries; Erosion of natural deposits
	c11	Beryllium (ppb)	4	4	Discharge from metal refineries and coal-burning factories; Discharge from electrical, aerospace, and defense industries
	c12	Cadmium (ppb)	5	5	Corrosion of galvanized pipes; Erosion of natural deposits; Discharge from metal refineries; runoff from waste batteries and paints
	c13	Chromium (ppb)	100	100	Discharge from steel and pulp mills; Erosion of natural deposits
	c14	Copper (ppm)	1.3	AL=1.3	Corrosion of household plumbing systems; Erosion of natural deposits
	c15	Cyanide (ppb)	200	200	Discharge from steel/metal factories; Discharge from plastic and fertilizer factories
	c16	Fluoride (ppm)	4	4	Water additive which promotes strong teeth; Erosion of natural deposits; Discharge from fertilizer and aluminum factories
	c17	Lead (ppb)	0	AL=15	Corrosion of household plumbing systems; erosion of natural deposits
	c18	Mercury [inorganic] (ppb)	2	2	Erosion of natural deposits; Discharge from refineries and factories; Runoff from landfills; Runoff from cropland
	c19	Nitrate [as N] (ppm)	10	10	Runoff from fertilizer use; Leaching from septic tanks, sewage; Erosion of natural deposits
	c20	Nitrite [as N] (ppm)	1	1	Runoff from fertilizer use; Leaching from septic tanks, sewage; Erosion of natural deposits
	c21	Selenium (ppb)	50	50	Discharge from petroleum and metal refineries; Erosion of natural deposits; Discharge from mines
	c22	Thallium (ppb)	0.5	2	Leaching from ore-processing sites; Discharge from electronics, glass, and drug factories



S Y N T H E T I C	O R G A N I C	C O N T A M I N A N T S	c23	2,4-D (ppb)	70	70	Runoff from herbicide used on row crops
			c24	2,4,5-TP (Silvex) (ppb)	50	50	Residue of banned herbicide
			c25	Acrylamide	0	TT	Added to water during sewage/wastewater treatment
			c26	Alachlor (ppb)	0	2	Runoff from herbicide used on row crops
			c27	Atrazine (ppb)	3	3	Runoff from herbicide used on row crops
			c28	Benzo(a)pyrene [PAHs] (ppt)	0	200	Leaching from linings of water storage tanks and distribution lines
			c29	Carbofuran (ppb)	40	40	Leaching of soil fumigant used on rice and alfalfa
			c30	Chlordane (ppb)	0	2	Residue of banned termiticide
			c31	Dalapon (ppb)	200	200	Runoff from herbicide used on rights of way
			c32	Di (2-ethylhexyl)adipate (ppb)	400	400	Discharge from chemical factories
			c33	Di (2-ethylhexyl)phthalate (ppb)	0	6	Discharge from rubber and chemical factories
			c34	Dibromochloropropane (ppt)	0	200	Runoff/leaching from soil fumigant used on soybeans, cotton, pineapples, and orchards
			c35	Dinoseb (ppb)	7	7	Runoff from herbicide used on soybeans and vegetables
			c36	Diquat (ppb)	20	20	Runoff from herbicide use
			c37	Dioxin [2,3,7,8-TCDD] (ppq)	0	30	Emissions from waste incineration and other combustion; Discharge from chemical factories
			c38	Endothall (ppb)	100	100	Runoff from herbicide use
			c39	Endrin (ppb)	2	2	Residue of banned insecticide
			c40	Epichlorohydrin	0	TT	Discharge from industrial chemical factories; An impurity of some water treatment chemicals.
			c41	Ethylene dibromide (ppt)	0	50	Discharge from petroleum refineries.
			c42	Glyphosate (ppb)	700	700	Runoff from herbicide use
			c43	Heptachlor (ppt)	0	400	Residue of banned termiticide
			c44	Heptachlor epoxide (ppt)	0	200	Breakdown of heptachlor
			c45	Hexachlorobenzene (ppb)	0	1	Discharge from metal refineries and agricultural chemical factories
			c46	Hexachlorocyclopentadiene (ppb)	50	50	Discharge from chemical factories
			c47	Lindane (ppt)	200	200	Runoff/leaching from insecticide used on cattle, lumber, gardens
			c48	Methoxychlor (ppb)	40	40	Runoff/leaching from insecticide used on fruits, vegetables, alfalfa, livestock
			c49	Oxamyl [Vydate] (ppb)	200	200	Runoff/leaching from insecticide used on apples, potatoes and tomatoes
			c50	PCBs (ppt) [Polychlorinated biphenyls]	0	500	Runoff from landfills; Discharge of waste chemicals
			c51	Pentachlorophenol (ppb)	0	1	Discharge from wood preserving factories
			c52	Picloram (ppb)	500	500	Herbicide runoff
			c53	Simazine (ppb)	4	4	Herbicide runoff
			c54	Toxaphene (ppb)	0	3	Runoff/leaching from insecticide used on cotton and cattle

V O L A T I L E	O R G A N I C	c55	Benzene (ppb)	0	5	Discharge from factories; Leaching from gas storage tanks and landfills
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These workshops are funded through a grant from the Iowa Department of Natural Resources and the US Environmental Protection Agency



	c56	Carbon tetrachloride (ppb)	0	5	Discharge from chemical plants and other industrial activities
	c57	Chlorobenzene (ppb)	100	100	Discharge from chemical and agricultural chemical factories
	c58	o-Dichlorobenzene (ppb)	600	600	Discharge from industrial chemical factories
	c59	p-Dichlorobenzene (ppb)	75	75	Discharge from industrial chemical factories
	c60	1,2-Dichloroethane (ppb)	0	5	Discharge from industrial chemical factories
	c61	1,1-Dichloroethylene (ppb)	7	7	Discharge from industrial chemical factories
	c62	cis-1,2-Dichloroethylene (ppb)	70	70	Discharge from industrial chemical factories
	c63	trans-1,2-Dichloroethylene (ppb)	100	100	Discharge from industrial chemical factories
	c64	Dichloromethane (ppb)	0	5	Discharge from pharmaceutical and chemical factories
	c65	1,2-Dichloropropane (ppb)	0	5	Discharge from industrial chemical factories
	c66	Ethylbenzene (ppb)	700	700	Discharge from petroleum refineries
	c67	Styrene (ppb)	100	100	Discharge from rubber and plastic factories; Leaching from landfills
	c68	Tetrachloroethylene (ppb)	0	5	Discharge from factories and dry cleaners
	c69	1,2,4-Trichlorobenzene (ppb)	70	70	Discharge from textile-finishing factories
	c70	1,1,1-Trichloroethane (ppb)	200	200	Discharge from metal degreasing sites and other factories
	c71	1,1,2-Trichloroethane (ppb)	3	5	Discharge from industrial chemical factories
	c72	Trichloroethylene (ppb)	0	5	Discharge from metal degreasing sites and other factories
	c73	TTHM (ppb) [Total trihalomethanes]	N/A	80	By-products of drinking water disinfection
	c74	Toluene (ppm)	1	1	Discharge from petroleum factories
	c75	Vinyl Chloride (ppb)	0	2	Leaching from PVC piping; Discharge from plastics factories
	c76	Xylenes (ppm)	10	10	Discharges from petroleum factories; Discharge from chemical factories
OTHER	o1	Sodium (ppm)	N/A	N/A	Erosion of natural deposits; Added to water during treatment process
	o2	Sulfate (ppm)	N/A	N/A	Erosion of natural deposits
	c78	Haloacetic Acids (HAA5) (ppb)	N/A	60	By-products of drinking water disinfection
	c79	Bromate (ppb)	0	10	By-product of drinking water disinfection
	c80	Chloramines (ppm)	MRDLG=4.0	MRDL=4.0	Water additive used to control microbes
	c81	Chlorine (ppm)	MRDLG=4.0	MRDL=4.0	Water additive used to control microbes
	c82	Chlorine Dioxide (ppb)	MRDLG=800	MRDL=800	Water additive used to control microbes
	c83	Chlorite (ppm)	0.8	1.0	By-product of drinking water disinfection
	c84	Total Organic Carbon (TOC) (ppm)	N/A	IT	Naturally present in the environment



11. After you have listed all contaminants, enter data for “DETECTED LEVEL,” “DATE SAMPLED”, if applicable and “RANGE OF DETECTION”, if applicable.
12. Under “VIOLATION,” indicate whether the detected level constitutes a violation by entering the word “Yes” or “No.”
13. If you have violations, click on the gray box **7** and enter the appropriate code from the list below, then press the “F3” key on your keyboard; if you have more than one violation, press the “Enter” (Return) key on your keyboard, enter the next appropriate code from the list below, and press the “F3” key on your keyboard; continue this function until you have listed all your violations. After each contaminant violation entry, enter the length of violation and the actions taken by your system to address the violation.

CODES FOR HEALTH EFFECTS

he1	Total Coliform. Coliforms are bacteria which are naturally present in the environment and are used as an indicator that other, potentially-harmful bacteria may be present. Coliforms were found in more samples than allowed and this was a warning of potential problems.
he2	Fecal coliform/ <i>E.Coli</i> . Fecal coliform and <i>E. Coli</i> are bacteria whose presence indicates that the water may be contaminated with human or animal wastes. Microbes in these wastes can cause short-term effects, such as diarrhea, cramps, nausea, headaches, or other symptoms. They may pose a special health risk for infants, young children, and people with severely compromised immune systems.
he3	Turbidity. Turbidity has no health effects. However, turbidity can interfere with disinfection and provide a medium for microbial growth. Turbidity may indicate the presence of disease-causing organisms. These organisms include bacteria, viruses, and parasites that can cause symptoms such as nausea, cramps, diarrhea, and associated headaches.
he4	Beta/photon emitters. Certain minerals are radioactive and may emit forms of radiation known as photons and beta radiation. Some people who drink water containing beta and photon emitters in excess of the MCL over many years may have an increased risk of getting cancer.
he5	Alpha emitters. Certain minerals are radioactive and may emit a form of radiation known as alpha radiation. People who drink water containing these alpha emitters in excess of the MCL over many years may have an increased risk of getting cancer.
he6	Combined Radium 226/228. Some people who drink water containing Radium 226 or 228 in excess of the MCL over many years may have an increased risk of getting cancer.
he77	Uranium. Some people who drink water containing uranium in excess of the MCL over many years may have an increased risk of getting cancer and kidney toxicity.
he7	Antimony. Some people who drink water containing antimony well in excess of the MCL over many years could experience increases in blood cholesterol and decreases in blood sugar.
he8	Arsenic. Some people who drink water containing arsenic in excess of the MCL over many years could experience skin damage or problems with their circulatory system, and may have an increased risk of getting cancer.
he9	Asbestos. Some people who drink water containing asbestos in excess of the MCL over many years may have an increased risk of developing benign intestinal polyps.
he10	Barium. Some people who drink water containing barium in excess of the MCL over many years could experience an increase in their blood pressure.
he11	Beryllium. Some people who drink water containing beryllium well in excess of the MCL over many years could develop intestinal lesions.
he12	Cadmium. Some people who drink water containing cadmium in excess of the MCL over many years could experience kidney damage.
he13	Chromium. Some people who use water containing chromium well in excess of the MCL over many years could experience allergic dermatitis.
he14	Copper. Copper is an essential nutrient but some people who drink water containing copper in excess of the action level over a relatively short amount of time could experience gastrointestinal distress. Some people who drink water containing copper in excess of the action level over many years could suffer liver or kidney damage. People with Wilson’s Disease should consult their personal doctor.
he15	Cyanide. Some people who drink water containing cyanide well in excess of the MCL over many years could experience nerve damage, or problems with their thyroid.
he16	Fluoride. Some people who drinking water containing fluoride in excess of the MCL over many years could get bone disease, including pain and tenderness of the bones. Fluoride in drinking water at half the MCL (2.0 ppm) or more may cause mottling of children's teeth, usually in children less than nine years of age. Mottling, also known as dental fluorosis, may include brown staining or pitting of the teeth, and occurs only



	in the developing teeth before they erupt from the gums.
he17	Lead. Infants and children who drink water containing lead in excess of the action level could experience delays in their physical or mental development. Children could show slight deficits in attention span and learning abilities. Adults who drink this water over many years could develop kidney problems or high blood pressure.
he18	Mercury (inorganic). Some people who drink water containing inorganic mercury well in excess of the MCL over many years could experience kidney damage.
he19	Nitrate. Infants below the age of six months who drink water containing nitrate in excess of the MCL could become seriously ill and, if untreated, may die. Symptoms include shortness of breath and blue-baby syndrome.
he20	Nitrite. Infants below the age of six months who drink water containing nitrite in excess of the MCL could become seriously ill and, if untreated, may die. Symptoms include shortness of breath and blue-baby syndrome.
he21	Selenium. Selenium is an essential nutrient. However, some people who drink water containing selenium in excess of the MCL over many years could experience hair or fingernail losses, numbness in fingers or toes, or problems with their circulation.
he22	Thallium. Some people who drink water containing thallium in excess of the MCL over many years could experience hair loss, changes in their blood, or problems with their kidneys, intestines, or liver.
he23	2,4-D. Some people who drink water containing the weed-killer 2,4-D well in excess of the MCL over many years could experience problems with their kidneys, liver, or adrenal glands.
he24	2,4,5-TP (Silvex). Some people who drink water containing Silvex in excess of the MCL over many years could experience liver problems.
he25	Acrylamide. Some people who drink water containing high levels of acrylamide over a long period of time could have problems with their nervous system or blood, and may have an increased risk of getting cancer.
he26	Alachlor. Some people who drink water containing alachlor in excess of the MCL over many years could have problems with their eyes, liver, kidneys, or spleen, or experience anemia, and may have an increased risk of getting cancer.
he27	Atrazine. Some people who drink water containing atrazine well in excess of the MCL over many years could experience problems with their cardiovascular system or reproductive difficulties.
he28	Benzo(a)pyrene [PAHs]. Some people who drink water containing benzo(a)pyrene in excess of the MCL over many years may experience reproductive difficulties and may have an increased risk of getting cancer.
he29	Carbofuran. Some people who drink water containing carbofuran in excess of the MCL over many years could experience problems with their blood, or nervous or reproductive systems.
he30	Chlordane. Some people who drink water containing chlordane in excess of the MCL over many years could experience problems with their liver or nervous system, and may have an increased risk of getting cancer.
he31	Dalapon. Some people who drink water containing dalapon well in excess of the MCL over many years could experience minor kidney changes.
he32	Dibromochloropropane (DBCP). Some people who drink water containing DBCP in excess of the MCL over many years could experience reproductive difficulties and may have an increased risk of getting cancer.
he33	Di(2-ethylhexyl)adipate. Some people who drink water containing di (2-ethylhexyl) adipate well in excess of the MCL over many years could experience toxic effects such as weight loss, liver enlargement or possible reproductive difficulties.
he34	Di(2-ethylhexyl)phthalate. Some people who drink water containing di (2-ethylhexyl) phthalate well in excess of the MCL over many years may have problems with their liver or experience reproductive difficulties, and may have an increased risk of getting cancer.
he35	Dinoseb. Some people who drink water containing dinoseb well in excess of the MCL over many years could experience reproductive difficulties.
he36	Dioxin (2,3,7,8-TCDD). Some people who drink water containing dioxin in excess of the MCL over many years could experience reproductive difficulties and may have an increased risk of getting cancer.
he37	Diquat. Some people who drink water containing diquat in excess of the MCL over many years could get cataracts.
he38	Endothall. Some people who drink water containing endothall in excess of the MCL over many years could experience problems with their stomach or intestines.
he39	Endrin. Some people who drink water containing endrin in excess of the MCL over many years could



	experience liver problems.
he40	Epichlorohydrin. Some people who drink water containing high levels of epichlorohydrin over a long period of time could experience stomach problems and may have an increased risk of getting cancer.
he41	Ethylene dibromide. Some people who drink water containing ethylene dibromide in excess of the MCL over many years could experience problems with their liver, stomach, reproductive system, or kidneys, and may have any increased risk of getting cancer.
he42	Glyphosate. Some people who drink water containing glyphosate in excess of the MCL over many years could experience problems with their kidneys or reproductive difficulties.
he43	Heptachlor. Some people who drink water containing heptachlor in excess of the MCL over many years could experience liver damage and may have an increased risk of getting cancer.
he44	Heptachlor epoxide. Some people who drink water containing heptachlor epoxide in excess of the MCL over many years could experience liver damage, and may have an increased risk of getting cancer.
he45	Hexachlorobenzene. Some people who drink water containing hexachlorobenzene in excess of the MCL over many years could experience problems with their liver or kidneys, adverse reproductive effects, and may have an increased risk of getting cancer.
he46	Hexachlorocyclopentadiene. Some people who drink water containing hexachlorocyclopentadiene well in excess of the MCL over many years could experience problems with their stomach or kidneys.
he47	Lindane. Some people who drink water containing lindane in excess of the MCL over many years could experience problems with their kidneys or liver.
he48	Methoxychlor. Some people who drink water containing methoxychlor in excess of the MCL over many years could experience reproductive difficulties.
he49	Oxamyl [Vydate]. Some people who drink water containing oxamyl in excess of the MCL over many years could experience slight nervous system effects.
he50	PCBs [Polychlorinated biphenyls]. Some people who drink water containing PCBs in excess of the MCL over many years could experience changes in their skin, problems with their thymus gland, immune deficiencies, or reproductive or nervous system difficulties, and may have an increased risk of getting cancer.
he51	Pentachlorophenol. Some people who drink water containing pentachlorophenol in excess of the MCL over many years could experience problems with their liver or kidneys, and may have an increased risk of getting cancer.
he52	Picloram. Some people who drink water containing picloram well in excess of the MCL over many years could experience problems with their liver.
he53	Simazine. Some people who drink water containing simazine in excess of the MCL over many years could experience problems with their blood.
he54	Toxaphene. Some people who drink water containing toxaphene in excess of the MCL over many years could have problems with their kidneys, liver, or thyroid, and may have an increased risk of getting cancer.
he55	Benzene. Some people who drink water containing benzene in excess of the MCL over many years could experience anemia or a decrease in blood platelets, and may have an increased risk of getting cancer.
he56	Carbon Tetrachloride. Some people who drink water containing carbon tetrachloride in excess of the MCL over many years could experience problems with their liver and may have an increased risk of getting cancer.
he57	Chlorobenzene. Some people who drink water containing chlorobenzene well in excess of the MCL over many years could experience problems with their kidneys or liver.
he58	o-Dichlorobenzene. Some people who drink water containing o-dichlorobenzene well in excess of the MCL over many years could experience problems with their liver, kidneys, or circulatory systems.
he59	para-Dichlorobenzene. Some people who drink water containing p-dichlorobenzene in excess of the MCL over many years could experience anemia, damage to their liver, kidneys, or spleen, or changes in their blood.
he60	1,2-Dichloroethane. Some people who drink water containing 1,2-dichloroethane in excess of the MCL over many years may have an increased risk of getting cancer.
he61	1,1-Dichloroethylene. Some people who drink water containing 1,1-dichloroethylene in excess of the MCL over many years could experience problems with their liver.
he62	cis-1,2-Dichloroethylene. Some people who drink water containing cis-1,2-dichloroethylene in excess of the MCL over many years could experience problems with their liver.
he63	trans-1,2-Dichloroethylene. Some people who drink water containing trans-1,2-dichloroethylene well in excess of the MCL over many years could experience problems with their liver.
he64	Dichloromethane. Some people who drink water containing dichloromethane in excess of the MCL over



	many years could have liver problems and may have an increased risk of getting cancer.
he65	1,2-Dichloropropane. Some people who drink water containing 1,2-dichloropropane in excess of the MCL over many years may have an increased risk of getting cancer.
he66	Ethylbenzene. Some people who drink water containing ethylbenzene well in excess of the MCL over many years could experience problems with their liver or kidneys.
he67	Styrene. Some people who drink water containing styrene well in excess of the MCL over many years could have problems with their liver, kidneys, or circulatory system.
he68	Tetrachloroethylene. Some people who drink water containing tetrachloroethylene in excess of the MCL over many years could have problems with their liver, and may have an increased risk of getting cancer.
he69	1,2,4-Trichlorobenzene. Some people who drink water containing 1,2,4-trichlorobenzene well in excess of the MCL over many years could experience changes in their adrenal glands.
he70	1,1,1,-Trichloroethane. Some people who drink water containing 1,1,1-trichloroethane in excess of the MCL over many years could experience problems with their liver, nervous system or circulation system.
he71	1,1,2-Trichloroethane. Some people who drink water containing 1,1,2-trichloroethane well in excess of the MCL over many years could have problems with their liver, kidneys or immune systems.
he72	Trichloroethylene. Some people who drink water containing trichloroethylene in excess of the MCL over many years could experience problems with their liver and may have an increased risk of getting cancer.
he73	TTHMs [Total Trihalomethanes]. Some people who drink water containing trihalomethanes in excess of the MCL over many years may experience problems with their liver, kidneys, or central nervous systems, and may have an increased risk of getting cancer.
he74	Toluene. Some people who drink water containing toluene well in excess of the MCL over many years could have problems with their nervous system, kidneys, or liver.
he75	Vinyl Chloride. Some people who drink water containing vinyl chloride in excess of the MCL over many years may have an increased risk of getting cancer.
he76	Xylenes. Some people who drink water containing xylenes in excess of the MCL over many years could experience damage to their nervous system.
he78	Haloacetic Acids (HAA5). Some people who drink water containing haloacetic acids in excess of the MCL over many years may have an increased risk of getting cancer.
he79	Bromate. Some people who drink water containing bromate in excess of the MCL over many years may have an increased risk of getting cancer.
he80	Chloramines. Some people who use water containing chloramines well in excess of the MRDL could experience irritating effects to their eyes and nose. Some people who drink water containing chloramines well in excess of the MRDL could experience stomach discomfort or anemia.
he81	Chlorine. Some people who use water containing chlorine well in excess of the MRDL could experience irritating effects to their eyes and nose. Some people who drink water containing chlorine well in excess of the MRDL could experience stomach discomfort.
he82	Chlorine Dioxide. Some infants and young children who drink water containing chlorine dioxide in excess of the MRDL could experience nervous system effects. Similar effects may occur in fetuses of pregnant women who drink water containing chlorine dioxide in excess of the MRDL. Some people may experience anemia.
he83	Chlorite. Some infants and young children who drink water containing chlorite in excess of the MCL could experience nervous system effects. Similar effects may occur in fetuses of pregnant women who drink water containing chlorite in excess of the MCL. Some people may experience anemia.
he84	Total Organic Carbon (TOC). Total organic carbon (TOC) has no health effects. However, total organic carbon provides a medium for the formation of disinfection byproducts. These byproducts include trihalomethanes (THMs) and haloacetic acids (HAAs). Drinking water containing these byproducts in excess of the MCL may lead to adverse health effects, liver, or kidney problems, or nervous system effects, and may lead to an increased risk of getting cancer.

14. If the detected level of contaminants of fluoride, arsenic, nitrate, nitrite, or lead exceed the criteria listed immediately below, click on gray box [8] and enter the appropriate code from the list below, then press the “F3” key on your keyboard; if you have more than one such contaminant exceeding the criteria indicated below, press the “ENTER” key on your keyboard and enter the next appropriate code from the list below and again press the “F3” key on your keyboard; continue this function until you have listed all contaminants specified in this paragraph 14.



CODES FOR “ADDITIONAL HEALTH INFORMATION”

ahi1	For FLUORIDE LEVELS over 2.0 ppm but less than 4.0 ppm:	Fluoride in children’s drinking water at levels of approximately 1 mg/L reduces the number of dental cavities. However, some children exposed to levels of fluoride greater than about 2.0 mg/L may develop dental fluorosis. Dental fluorosis, in its moderate and severe forms, is a brown staining and/or pitting of the permanent teeth. Because dental fluorosis occurs only when developing teeth (before they erupt from the gums) are exposed to elevated fluoride levels, households without children are not expected to be affected by this level of fluoride. Families with children under the age of nine are encouraged to seek other sources of drinking water for their children to avoid the possibility of staining and pitting. Your water supplier can lower the concentration of fluoride in your water so you will still receive the benefits of cavity prevention while the possibility of stained and pitted teeth is minimized. Removal of fluoride may increase your water costs. Treatment systems are also commercially available for home use. Information on such systems is available at the address given by your public water supply. Low fluoride bottled drinking water that would meet all standards is also commercially available.
ahi2	For ARSENIC LEVELS above 5 ppb and up to and including 10 ppb:	While your drinking water meets EPA’s standard for arsenic, it does contain low levels of arsenic. EPA’s standard balances the current understanding of arsenic’s possible health effects against the costs of removing arsenic from drinking water. EPA continues to research the health effects of low levels of arsenic, which is a mineral known to cause cancer in humans at high concentrations and is linked to other health effects such as skin damage and circulatory problems.
ahi3	For NITRATE LEVELS over 5 ppm but less than 10 ppm:	Nitrate in drinking water at levels above 10 ppm is a health risk for infants of less than six months of age. High nitrate levels in drinking water can cause blue baby syndrome. Nitrate levels may rise quickly for short periods of time because of rainfall or agricultural activity. If you are caring for an infant you should ask advice from your health care provider.
ahi4	For NITRITE LEVELS over 0.5 ppm but less than 1 ppm:	Nitrite in drinking water at levels above 1 ppm is a health risk of infants of less than six months of age. High nitrite levels in drinking water can cause blue baby syndrome. If you are caring for an infant you should ask advice from your health care provider.
ahi5	For LEAD LEVELS above the action level in more than 5% (95 th percentile) and up to and including 10% (90 th percentile) of homes sampled:	Infants and young children are typically more vulnerable to lead in drinking water than the general population. It is possible that lead levels at your home may be higher than at other homes in the community as a result of materials used in your home’s plumbing. If you are concerned about elevated lead levels in your home’s water, you may wish to have your water tested and flush your tap for 30 seconds to 2 minutes before using tap water. Additional information is available from the Safe Drinking Water Hotline (800-426-4791).

15. If your system has any of the below indicated violations, click on gray box [9] and enter the appropriate code for each such violation, then press the “F3” key. You must also enter the length of each violation and an explanation of the violation.

CODES FOR “OTHER VIOLATIONS”

ov1	Failure to monitor in accordance with law. In [month] 200[yr], we failed to monitor for [contaminant name]. Adverse health effects, if any, are not known. Monitoring procedures have been corrected to avoid future violations.
ov8	Failure to report compliance date in accordance with the law. In [month] 200[yr], we failed to submit the [enter type of report] report by the required date. Adverse health effects, if any, are not known. Reporting procedures have been corrected to avoid future violations.



ov2	Violation of filtration and disinfection techniques. Inadequately treated water may contain disease-causing organisms. These organisms include bacteria, viruses, and parasites which can cause symptoms such as nausea, cramps, diarrhea, and associated headaches. Treatment techniques are being corrected.
ov3	Failure to install treatment for corrosion control of lead and copper. Copper is an essential nutrient but some people who drink water containing copper in excess of the action level over a relatively short amount of time could experience gastrointestinal distress. Some people who drink water containing copper in excess of the action level over many years could suffer liver or kidney damage. People with Wilson’s Disease should consult their personal doctor. Infants and children who drink water containing lead in excess of the action level could experience delays in their physical or mental development. Children could show slight deficits in attention span and learning abilities. Adults who drink this water over many years could develop kidney problems or high blood pressure. Treatment techniques are being corrected.
ov4	Violation of techniques for control of acrylamide and epichlorohydrin. Some people who drink water containing high levels of acrylamide over a long period of time could have problems with their nervous system or blood, and may have an increased risk of getting cancer. Some people who drink water containing high levels of epichlorohydrin over a long period of time could experience stomach problems and may have an increased risk of getting cancer. Treatment techniques are being corrected.
ov5	Failure to maintain records of compliance data. Adverse health effects, if any, are not known. Recordkeeping procedures are being corrected.
ov6	Violation of special monitoring requirements. Adverse health effects, if any, are not known. Monitoring and reporting procedures are being corrected.
ov7	Violation of terms of operation permit compliance schedule, or an administrative or judicial order. Adverse health effects, if any, are not known. Corrective actions are being taken.

16. Source Water Assessment Information. In the Source Water Protection Evaluation that you received from the DNR please refer to the “Consumer Confidence Report Language” section of the report to complete this section. Surface water systems may modify the paragraph as necessary for their system. First click on gray box [10] and enter the name of your public water supply. Next click on gray box [11], using the codes listed under item 8 for groundwater systems in this instruction sheet (see page 1), enter the appropriate code, then press the “F3” key. Click on gray box [12], using the codes listed under item 8 for groundwater systems in this instruction sheet (see page 1), enter the appropriate code then press the “F3” key.

Click on gray box [13] and enter the appropriate code from the chart below, then press the “F3” key.

whp1	highly susceptible
whp2	susceptible
whp3	slightly susceptible
whp4	not susceptible

Click on gray box [14] and enter the appropriate code, then press the “F3” key

whp5	allow contaminants to move through the aquifer fairly quickly
whp6	limit the rate at which contaminants can move through the aquifer
whp7	prevent easy access of contaminants to the aquifer

Click on gray box [15] and enter the appropriate code, then press the “F3” key

whp8	be most susceptible
whp9	somewhat susceptible

Click on gray box [16] and enter the specific land use types listed in your Source Water Protection Evaluation. If there are no specific land use types listed, you may use the generic information by clicking on gray box [16] and entering the appropriate code, then press the “F3” key.

whp10	dry cleaners, gas stations, industrial sites, and municipal wastewater dischargers
whp11	not be susceptible to most contaminant sources except through pathways to the aquifer such as abandoned or poorly maintained wells

Click on gray box [17] and enter the local water supply name or designee.

Click on gray box [18] and enter the telephone number of the utility contact person.

- 17. If your water system is required by law or rule to include any other information in this report, click gray box [19] and enter such information.
- 18. If your system monitored for radon and/or cryptosporidium, click on gray box [19] and enter the appropriate code, then press the “F3” key.



CODES FOR “OTHER INFORMATION”

am1	Radon is a radioactive gas that you can't see, taste, or smell. It is found throughout the U.S. Radon can move up through the ground and into a home through cracks and holes in the foundation. Radon can build up to high levels in all types of homes. Radon can also get into indoor air when released from tap water from showering, washing dishes, and other household activities. Compared to radon entering the home through soil, radon entering the home through tap water will, in most cases, be a small source of radon in indoor air. Radon is a known human carcinogen. Breathing air containing radon can lead to lung cancer. Drinking water containing radon may also cause increased risk of stomach cancer. If you are concerned about radon in your home, test the air in your home. Testing is inexpensive and easy. Fix your home if the level of radon in your air is 4 picocuries per liter of air (pCi/L) or higher. There are simple ways to fix a radon problem that aren't too costly. For additional information, call your state radon program (800-838-5992) or call EPA's Radon Hotline (800-767-7236).
am2	Cryptosporidium is a microbial pathogen found in surface water throughout the U.S. Although filtration removes cryptosporidium, the most commonly-used filtration methods cannot guarantee 100 percent removal. Our monitoring indicated the presence of these organisms in our source water and/or finished water. Current test methods do not allow us to determine if the organisms are dead or if they are capable of causing disease. Ingestion of cryptosporidium may cause cryptosporidiosis, an abdominal infection. Symptoms of infection include nausea, diarrhea, and abdominal cramps. Most healthy individuals can overcome the disease within a few weeks. However, immuno-compromised people are at greater risk of developing life-threatening illness. We encourage immuno-compromised individuals to consult their doctor regarding appropriate precautions to take to avoid infection. Cryptosporidium must be ingested to cause disease, and it may be spread through means other than drinking water.

19. If your system would like to include a customer request to report suspicious activity near the water system, click on gray box [19] and enter the appropriate code, then press the “F3” key. Be sure to insert you water system phone number by deleting the text in brackets [] and replacing it with your water system phone number.

am3	Our water utility is making every effort to protect the water system from potential security threats. You, as customers, can also help. If you see any suspicious activity near the water tower, treatment plant, wells or fire hydrants, please contact us at [Insert water system phone number] or the local police/sheriff department. We appreciate your assistance in protecting the water system.
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- 20. Click on the gray box [20] and enter the name of your utility contact person.
- 21. Click on the gray box [21] and enter the telephone number, fax number (if any), and e-mail address (if any) of your utility contact person.
- 22. Click on the gray box [22] and enter normal business hours during which calls can be received.
- 23. Click on the gray box [23] and enter the name of your governing entity (board or council).
- 24. Click on the gray box [24] and enter the date of your governing entity's meeting.
- 25. Click on the gray box [25] and enter the time of your governing entity's meeting.
- 26. Click on the gray box [26] and enter the location of your governing entity's meeting.
- 27. When form is complete, pull down on “File,” click “Save.”
- 28. To print the report, pull down on “File,” click on “Print” then click “OK.”

If you are eligible for the mailing waiver, you can notify customers that they will not be receiving a copy of the report by adding the following phrase to the bottom of the report before it is published in the newspaper: “Please note: This report will not be mailed to individual customers.” This will satisfy the requirement to inform your customers that the report will not be mailed.

Please Note: If you have a large portion of non-English speaking residents, as determined by DNR, the report must contain information in the appropriate language(s) regarding the importance of the report or contain a telephone number or address where such residents may contact the system to obtain a translated copy of the report or assistance in the appropriate language. An example translation into Spanish is as follows:

[OPTIONAL Spanish language section] Este informe contiene informacion muy importante sobre su aqua bebar. Traduzcalo o hable con alguien que lo entienda bien.

[Translated: This report contains very important information about your drinking water. Translate it, or speak with someone who understands it].

If you have any questions regarding this template, please contact Jill Soenen at IAMU at 515/289-1999 or send e-mail with your questions to jsoenen@iamu.org.

