



LOS ANGELES UNIFIED SCHOOL DISTRICT

REFERENCE GUIDE

TITLE: Daily Flushing Requirements for Drinking Fountains and Faucets

NUMBER: REF-3930.4

ISSUER: John Sterritt, Director
Office of Environmental Health and Safety

Enrique G. Boull't, Chief Operating Officer
Office of the Chief Operating Officer

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ROUTING

All Schools and Offices

PURPOSE: The purpose of this Reference Guide is to provide guidelines for reducing lead in drinking water by requiring daily flushing of water fixtures.

MAJOR CHANGES: This Reference Guide replaces REF-3930.3 (revised April 14, 2009) *Daily Flushing Requirements For Non-Refrigerated Drinking Fountains*. The Office of Environmental Health and Safety is studying the effectiveness of point of use filter installed by the Maintenance and Operations Branch.

INSTRUCTIONS: INTRODUCTION

Water that remains stationary within standard piping for extended periods of time can leach lead out of pipes joined with lead-containing solder as well as brass fixtures or galvanized pipes. Flushing fixtures has been found to be an effective means of reducing lead levels below the Action Level (AL) set by the Environmental Protection Agency (EPA). Based on past studies and current data, all drinking water fountains, faucets and food service faucets must be flushed for a minimum of 30 seconds prior to the first use each day. Faucets not used for human consumption and are labeled "Hand Wash Only" or "Laboratory Use Only" are not required to be flushed daily (see photo of labels below). Because hose bibbs and quick coupler valves are not intended for drinking water, they will not be labeled and are exempt from flushing.

HAND WASH ONLY
DO NOT DRINK FROM FAUCET

**LABORATORY
-USE ONLY-**
DO NOT DRINK FROM FAUCET



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The Maintenance and Operations Branch has installed point of use filters and stainless steel fixtures at all Early Education Centers (EECs) and a number of Elementary Schools in order to help reduce lead levels below recommended levels. The Office of Environmental Health and Safety (OEHS) is conducting independent water sampling to study the effectiveness of the filters with the intention of eventually removing school sites from daily flushing requirements. Once the study has been completed, OEHS will make recommendations and inform affected schools.

I. FLUSHING PROCEDURES

- A. All fixtures and fountains that may be used for consumption of water or used for food preparation shall be flushed for a minimum of 30 seconds prior to the first use of the day as outlined below. Those responsible for flushing fixtures shall note on the daily log (Attachment) if the fixture is inoperative, the water is discolored, or has an odor after completion of flushing. Any deficiencies shall be reported immediately to the Plant Manager, who will place a service call to the Maintenance and Operations Service Call Desk (213) 743-1600.

II. RESPONSIBILITIES

- A. The Educational Service Center (ESC) Administrator of Operations shall ensure that all site administrators comply with this policy, including proper training for those responsible for flushing, and establishing schedules that allow for flushing to be completed prior to the first use of the day. The ESC Administrator of Operations shall also ensure that the Regional Facilities Director establishes an inspection and compliance program through the Area Operations Supervisors.
- B. The site administrator shall ensure that flushing of fixtures occurs every day prior to first use and the flushing log is completed. The site administrator shall also certify on a monthly basis that the flushing was completed in accordance with this policy.
- C. By the 15th of each month, the site administrator must certify electronically that all applicable fixtures have been flushed and the log (Attachment) for the previous month has been completed. The site administrator shall log onto Inside LAUSD. The link for the "Drinking Water Flushing Certification" is located under the "Resources & Applications" heading on the right side of the page.



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- D. Completed Monthly Drinking Water Flushing Logs (Attachment) shall be kept on file at the school for three years for inspection or review. OEHS will review monthly flushing logs during inspections and notify each ESC of those sites that have not submitted the monthly electronic certification.

RELATED RESOURCES:

For water quality questions, call the Los Angeles Department of Water and Power at (800) 342-5397 or visit their website at: www.ladwp.com

EPA. 3Ts for Reducing Lead in Drinking Water in Schools.

http://www.epa.gov/ogwdw/schools/pdfs/lead/toolkit_leadschools_fs_3ts_main.pdf

ASSISTANCE:

For assistance or further information please contact the Office of Environmental Health and Safety (OEHS) 213-241-3199, or visit the OEHS website at:

<http://www.lausd-oehs.org>

ATTACHMENT

Monthly Drinking Water Flushing Log

Name of School: _____

Month/Year: _____

Address of School: _____

Location Code: _____

Date	Each Fixture Flushed (Y, N)	Location & Equipment ID of Problem Fixtures (inoperative, odors, discoloration or complaints)	Responsible Person's Signature
1			
2			
3			
4			
5			
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Note: All drinking fountains, faucets and cafeteria kitchen faucets used for food/beverage preparation shall be flushed for a minimum of 30 seconds prior to the first use every day. It is the responsibility of the school's Principal or the Site Administrator to ensure that this log is kept up to date and copies are kept on file at all times.