

Field Logbook

School Name WR James Elementary

Individual School Project Officer: Alexandra Hale

Date Completed: 4/17/17

SAMPLE ID/ LOCATION	Walk-Through Comments	Sampling Day Comments	Follow up Sampling Day Comments
WRJE-FP-KC-1			
WRJE-FP-KC-1-FLUSH			
WRJE-DWB-LEFT-2	Low pressure.	Low pressure.	
WRJE DWB-RIGHT-3			
WRJE-WC-4	Not Operational	Operational. Sample taken	
WRJE-CRS-5			
WRJE-DWB-6			
WRJE-CRS-7			
WRJE-DWB-8			
WRJE-WC-9	Not Operational	Operational. Sample taken	
WRJE-NS-10			
WRJE-TL-11	Turn off hot water valve.	Hot water valve off.	
WRJE-CRS-12			
WRJE-DWB-13			
WRJE-CRS-14			
WRJE-DWB-15			
WRJE-CRS-16			
WRJE-DWB-17			
WRJE-CRS-18			
WRJE-DWB-19			
WRJE-CRS-20	Low pressure	Normal Pressure	
WRJE-DWB-21			
WRJE-CRS-22			
WRJE-DWB-23			

Willingboro Board of Education Sampling Plan  
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WRJE-APO-24		
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SAMPLE ID/ LOCATION	Walk-Through Comments (All taps will require flushing. School closed.)	Sampling Day Comments	Follow up Sampling Day Comments
WRJE-CRS-25			
WRJE-DWB-26			
WRJE-CRS-27			
WRJE-DWB-28			
WRJE-CRS-29	Faucet leaking.	Faucet leaking.	
WRJE-DWB-30			
WRJE-CRS-31			
WRJE-DWB-32			
WRJE-CRS-33			
WRJE-DWB-34			
WRJE-CRS-35			
WRJE-DWB-36			
WRJE-CRS-37			
WRJE-DWB-38			
WRJE-CRS-39			
WRJE-DWB-40			
WRJE-CRS-41			
WRJE-DWB-42			
WRJE-CRS-43			
WRJE-DWB-44			
WRJE-CRS-45			
WRJE-DWB-46	Low pressure	Normal Pressure.	
WRJE-CRS-47			
WRJE-DWB-48			
WRJE-CRS-49			
WRJE-DWB-50			
WRJE-CRS-51			
WRJE-DWB-52			

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WRJE-LS-53			
WRJE-CRS-54			
WRJE-DWB-55			
WRJE-CRS-56			
<b>SAMPLE ID/ LOCATION</b>	<b>Walk-Through Comments (All taps will require flushing. School closed.)</b>	<b>Sampling Day Comments</b>	
WRJE-DWB-57			
WRJE-CRS-58			
WRJE-DWB-59			
WRJE-CRS-60			
WRJE-DWB-61			
WRJE-CRS-62			
WRJE-DWB-63			
WRJE-CRS-64			
WRJE-DWB-65			
WRJE-BLANK			

## Attachment B – Plumbing Profile

**Note:** Complete for each school. For additional information see the USEPA publication, “The 3Ts for Reducing Lead in Drinking Water in Schools”

Name of School: WR JAMES Elementary Grade Levels: Pre K- 5<sup>th</sup> Grade

Address: 41 Pine Tree Lane

Individual school project officer Signature: 

Date: 10-27-16

Questions	Answers	
<b>Background Information</b>		
1. What year was the original building constructed? Were any buildings or additions added to the original facility?	Built 1960 There were to additions the library and new wing 1963	
2. If the building was constructed or repaired after 1986, was lead-free plumbing and solder utilized? What type of solder was used? Document all locations where lead solder was used.	Lead solder was used	
3. Where are the most recent plumbing repairs and replacements?	Location: All student bathrooms	Description: New toilets, faucets, sinks
4. With what materials is the service connection (the pipe that carries water to the school from the public water system’s main in the street) made? Where is the Service Line located? (This is the POE location.)	Material: PVC  Location: Boiler room	
5. Is there point of entry (POE) or point of use (POU) treatment in use?	Y / N Type: No	Location:

<p>6. Are there tanks in your plumbing system (pressure tanks, gravity storage tanks)?</p>	<p>Y / N          Yes Bradford White Gal 80g BTU 425,000 model D8OT4253NA          Serial DB8792653          10/22/07</p>
<p>7. Does the school have a filter maintenance and operation program?          If so, who is responsible for this program?          What is the process for adding filters?</p>	<p>None</p>
<p>8. Have accessible screens or aerators on outlets that provide drinking water been cleaned?          Does the school have a screen or aerator maintenance program?</p>	<p>Y / N          NO</p>
<p>9. Have there been any complaints about bad (metallic) taste?          Note location(s).</p>	<p>Y / N          NO            Location:</p>
<p>10. Review records and consult with the public water supplier to determine whether any water samples have been taken in the building for any contaminants. If so, identify:</p> <ul style="list-style-type: none"> <li>• Name of contaminant(s)</li> <li>• Concentrations found</li> <li>• pH level</li> </ul> <p>Is testing done regularly at the building?</p>	<p>None</p>
<p>11. Other plumbing background questions include:</p> <ul style="list-style-type: none"> <li>• Are blueprints of the building available?</li> <li>• Are there known plumbing “dead-ends”, low use areas, existing leaks or other “problem areas”?</li> </ul> <p>Are renovations planned for any of the plumbing system?</p>	<p>Blue Prints are available no Known dead ends</p>

**Walk-Through**

*These questions should be addressed during the walk-through of the facility, while Attachment C- Drinking Water Outlet Inventory is being completed.*

1. Confirm the material of Service Line visually.	Cast Steel/ Copper	
2. Confirm the presence of POE or POU treatment.	None	
3. What are the potable water pipes made of in your facility? <ul style="list-style-type: none"> <li>• Lead</li> <li>• Plastic</li> <li>• Galvanized Metal</li> <li>• Cast Iron</li> <li>• Copper</li> <li>• Other</li> </ul> <p>Note the water flow through the building and the areas that receive water first, and which areas receive water last.</p>	Copper          Kitchen- Room 28	
4. Are electrical wires grounded to Water Pipes? Note location(s).	Y / N Yes Location: Boiler room water main	
5. Are brass fittings, faucets, or valves used in your drinking water system? Note that most faucets are brass on the inside. Document the locations of any brass water outlet to be sampled.	Complete in "Brass" Column in Attachment C- Water Outlet Inventory. Yes	
6. Locate all drinking water outlets (i.e. water coolers, bubblers, ice machines, kitchen/ food prep sinks, etc.) in the facility.	Complete in Attachment C-Water Outlet Inventory.	

<p>7. Have the brands and models of the water coolers in the school been compared to the list of recalled water coolers in the Toolkit?</p> <p>Recalled Drinking Water Fountains</p> <p>Make and Model</p>	<p>Y / N</p> <p>Type</p>	
<p>8. Have signs of corrosion, such as frequent leaks, rust-colored water, or stained fixtures, dishes, or laundry been detected?</p> <p>Note the locations of water outlets.</p>	<p>Complete in "Signs of Corrosion" column in Attachment C- Drinking Water Outlet Inventory. No signs of high rust or staining</p>	
<p>9. Are there any outlets that are not operational and therefore out of service? Permanently? Temporarily?</p> <p style="text-align: right;">Permanently</p> <p style="text-align: right;">Temporarily</p>	<p>Y / N</p> <p>Complete "Operational Column" in Attachment C- Drinking Water Outlet Inventory.</p> <p>Type/ Location</p>	<p>Description</p>

## Attachment C – Drinking Water Outlet Inventory

(Complete for each school)

Name of School: W.R. James Elementary Address: 41 Pinetree Lane

Grade Levels: Pre K-5<sup>th</sup> Year School Constructed: 1960 Renovated/Additions: 2 Additions: Library + New Wing

Individual school project officer Name/Signature: \_\_\_\_\_ Date Completed: \_\_\_\_\_

#1	Type	Location	Code	Operational <sup>2</sup> (Y/N)	Signs of Corrosion <sup>3</sup> (Y/N)	Filter <sup>4</sup> (Y/N)	Brass Fittings, Faucets or valves? (Y/N)	Aerator/Screen (Y/N)	Motion Activated (Y/N)	Chiller (Y/N)	Water Cooler		Comments
											Make	Model	
1	Sink	Kitchen	WRJE-FP-KC-1	Y	Y	N	Y	Y	N	N			
2	Drinking Water bubbler Left	Outside Kitchen	WRJE-DWB-Left-2	Y	Y	N	Y	N	N	N			Low Pressure
3	Drinking Water bubbler Right	Outside Kitchen	WRJE-DWB-Right-2	Y	Y	N	Y	N	N	N			
4	Water Cooler	Outside of Multi-Purpose Rm	WRJE-WC-4	Y	Y	Y	Y	N	N	Y	Hasley	HAC8FS CO_ID	
5	Class Room Sink	Room 30	WRJE-CRS-5	Y	Y	N	Y	Y	N	N			
6	Drinking Water bubbler	Room 30	WRJE-DWB-6	Y	Y	N	Y	N	N	N			
7	Class Room Sink	Room 29	WRJE-CRS-7	Y	Y	N	Y	Y	N	N			
8	Drinking Water bubbler	Room 29	WRJE-DWB-8	Y	Y	N	Y	N	N	N			
9	Water Cooler	Before Nurse Office	WRJE-WC-9	Y	Y	Y	Y	N	N	N	Hasley	HAC8FS CO_ID	
10	Nurse's Office Sink	Nurse Office	WRJE-NS-10	Y	Y	N	Y	Y	N	N			
11	Teacher's Lounge Sink	Staff Kitchen	WRJE-TL-11	Y	Y	N	Y	Y	N	N			

<sup>1</sup> Number outlets starting at the closest outlet to the Point of Entry (POE).

<sup>2</sup> Document if permanently or temporarily out of service on the Attachment B- Plumbing Profile.

<sup>3</sup> Signs of corrosion detected, such as but not limited to frequent leaks, rust-colored water, or stained fixtures, dishes, or laundry.

<sup>4</sup> Document on Attachment D- Filter Inventory.



	Type	Location	Code	Operational <sup>5</sup> (Y/N)	Signs of Corrosion <sup>6</sup> (Y/N)	Filter <sup>7</sup> (Y/N)	Brass Fittings, Faucets or valves? (Y/N)	Aerator/ Screen (Y/N)	Motion Activated (Y/N)	Chiller (Y/N)	Water Cooler		Comments
											Make	Model	
12	Class Room Sink	Room 4	WRJE-CRS-12	Y	Y	N	Y	Y	N	N			
13	Drinking Water Bubblers	Room 4	WRJE-DWB-13	Y	Y	N	Y	N	N	N			
14	Class Room Sink	Room 5	WRJE-CRS-14	Y	Y	N	Y	Y	N	N			
15	Drinking Water Bubblers	Room 5	WRJE-DWB-15	Y	Y	N	Y	N	N	N			
16	Class Room Sink	Room 6	WRJE-CRS-16	Y	Y	N	Y	Y	N	N			
17	Drinking Water Bubblers	Room 6	WRJE-DWB-17	Y	Y	N	Y	N	N	N			
18	Class Room Sink	Room 7	WRJE-CRS-18	Y	Y	N	Y	Y	N	N			
19	Drinking Water Bubblers	Room 7	WRJE-DWB-19	Y	Y	N	Y	N	N	N			
20	Class Room Sink	Room 23	WRJE-CRS-20	Y	Y	N	Y	Y	N	N			Low Pressure
21	Drinking Water Bubblers	Room 23	WRJE-DWB-21	Y	Y	N	Y	N	N	N			
22	Class Room Sink	Room 24	WRJE-CRS-22	Y	Y	N	Y	Y	N	N			
23	Drinking Water Bubblers	Room 24	WRJE-DWB-23	Y	Y	N	Y	N	N	N			
24	Sink	Assistant Principles Office	WRJE-APO-24	Y	Y	N	Y	Y	N	N			
25	Class Room Sink	Room 25	WRJE-CRS-25	Y	Y	N	Y	Y	N	N			
26	Drinking Water Bubblers	Room 25	WRJE-DWB-26	Y	Y	N	Y	N	N	N			

<sup>5</sup> Document if permanently or temporarily out of service on the Attachment B- Plumbing Profile.

<sup>6</sup> Signs of corrosion detected, such as but not limited to frequent leaks, rust-colored water, or stained fixtures, dishes, or laundry.

<sup>7</sup> Document on Attachment D- Filter Inventory.

# <sup>8</sup>	Type	Location	Code	Operational <sup>9</sup> (Y/N)	Signs of Corrosion <sup>10</sup> (Y/N)	Filter <sup>11</sup> (Y/N)	Brass Fittings, Faucets or valves? (Y/N)	Aerator/ Screen (Y/N)	Motion Activated (Y/N)	Chiller (Y/N)	Water Cooler		Comments
											Make	Model	
27	Class Room Sink	Room 26	WRJE-CRS-27	Y	Y	N	Y	Y	N	N			
28	Drinking Water Bubbler	Room 26	WRJE-DWB-28	Y	Y	N	Y	N	N	N			
29	Class Room Sink	Room 27	WRJE-CRS-29	Y	Y	N	Y	Y	N	N			Faucet Leaking
30	Drinking Water Bubbler	Room 27	WRJE-DWB-30	Y	Y	N	Y	N	N	N			
31	Class Room Sink	Room 28	WRJE-CRS-31	Y	Y	N	Y	Y	N	N			
32	Drinking Water Bubbler	Room 28	WRJE-DWB-32	Y	Y	N	Y	N	N	N			
33	Class Room Sink	Room 8	WRJE-CRS-33	Y	Y	N	Y	Y	N	N			
34	Drinking Water Bubbler	Room 8	WRJE-DWB-34	Y	Y	N	Y	N	N	N			
35	Class Room Sink	Room 9	WRJE-CRS-35	Y	Y	N	Y	Y	N	N			
36	Drinking Water Bubbler	Room 9	WRJE-DWB-36	Y	Y	N	Y	N	N	N			
37	Class Room Sink	Room 10	WRJE-CRS-37	Y	Y	N	Y	Y	N	N			
38	Drinking Water Bubbler	Room 10	WRJE-DWB-38	Y	Y	N	Y	N	N	N			
39	Class Room Sink	Room 11	WRJE-CRS-39	Y	Y	N	Y	Y	N	N			
40	Drinking Water Bubbler	Room 11	WRJE-DWB-40	Y	Y	N	Y	N	N	N			

<sup>8</sup> Number outlets starting at the closest outlet to the Point of Entry (POE).

<sup>9</sup> Document if permanently or temporarily out of service on the Attachment B- Plumbing Profile.

<sup>10</sup> Signs of corrosion detected, such as but not limited to frequent leaks, rust-colored water, or stained fixtures, dishes, or laundry.

<sup>11</sup> Document on Attachment D- Filter Inventory.

# <sup>12</sup>	Type	Location	Code	Operational <sup>13</sup> (Y/N)	Signs of Corrosion <sup>14</sup> (Y/N)	Filter <sup>15</sup> (Y/N)	Brass Fittings, Faucets or valves? (Y/N)	Aerator/ Screen (Y/N)	Motion Activated (Y/N)	Chiller (Y/N)	Water Cooler		Comments
											Make	Model	
41	Class Room Sink	Room 12	WRJE-CRS-41	Y	Y	N	Y	Y	N	N			
42	Drinking Water Bubbler	Room 12	WRJE-DWB-42	Y	Y	N	Y	N	N	N			
43	Class Room Sink	Room 13	WRJE-CRS-43	Y	Y	N	Y	Y	N	N			
44	Drinking Water Bubbler	Room 13	WRJE-DWB-44	Y	Y	N	Y	N	N	N			
45	Class Room Sink	Room 14	WRJE-CRS-45	Y	Y	N	Y	Y	N	N			
46	Drinking Water Bubbler	Room 14	WRJE-DWB-46	Y	Y	N	Y	N	N	N			Low Pressure
47	Class Room Sink	Room 15	WRJE-CRS-47	Y	Y	N	Y	Y	N	N			
48	Drinking Water Bubbler	Room 15	WRJE-DWB-48	Y	Y	N	Y	N	N	N			
49	Class Room Sink	Room 16	WRJE-CRS-49	Y	Y	N	Y	Y	N	Y			
50	Drinking Water Bubbler	Room 16	WRJE-DWB-50	Y	Y	N	Y	N	N	Y			
51	Class Room Sink	Room 17	WRJE-CRS-51	Y	Y	N	Y	Y	N	N			
52	Drinking Water Bubbler	Room 17	WRJE-DWB-52	Y	Y	N	Y	N	N	N			
53	Library Sink	Library	WRJE-LS-53	Y	Y	N	Y	Y	N	N			
54	Class Room Sink	Room 18	WRJE-CRS-54	Y	Y	N		N	N	N			Hot Water
55	Instructors Desk Sink	Room 18	WRJE-IDS-55	Y	Y	N		N	N	N			Hot Water
56	Class Room Sink	Room 19	WRJE-CRS-56	Y	Y	N	Y	Y	N	N			
57	Drinking Water Bubbler	Room 19	WRJE-DWB-57	Y	Y	N	Y	Y	N	N			

<sup>12</sup> Number outlets starting at the closest outlet to the Point of Entry (POE).

<sup>13</sup> Document if permanently or temporarily out of service on the Attachment B- Plumbing Profile.

<sup>14</sup> Signs of corrosion detected, such as but not limited to frequent leaks, rust-colored water, or stained fixtures, dishes, or laundry.

<sup>15</sup> Document on Attachment D- Filter Inventory.

#16	Type	Location	Code	Operational <sup>17</sup> (Y/N)	Signs of Corrosion <sup>18</sup> (Y/N)	Filter <sup>19</sup> (Y/N)	Brass Fittings, Faucets or valves? (Y/N)	Aerator/ Screen (Y/N)	Motion Activated (Y/N)	Chiller (Y/N)	Water Cooler		Comments
											Make	Model	
58	Class Room Sink	Room 20	WRJE-CRS-58	Y	Y	N	Y	Y	N	N			
59	Drinking Water Bubblers	Room 20	WRJE-DWB-59	Y	Y	N	Y	N	N	N			
60	Class Room Sink	Room 1	WRJE-CRS-60	Y	Y	N	Y	Y	N	N			
61	Drinking Water Bubblers	Room 1	WRJE-DWB-61	Y	Y	N	Y	N	N	N			
62	Class Room Sink	Room 2	WRJE-CRS-62	Y	Y	N	Y	Y	N	N			
63	Drinking Water Bubblers	Room 2	WRJE-DWB-63	Y	Y	N	Y	N	N	N			
64	Class Room Sink	Room 3	WRJE-CRS-64	Y	Y	N	Y	N	N	N			
65	Drinking Water Bubblers	Room 3	WRJE-DWB-65	Y	Y	N	Y	N	N	N			
66													
67													
68													
69													
70													
71													

Type	Location	Code					Brass Fittings,	Aerator/ Screen	Motion Activated	Chiller (Y/N)	Water Cooler	Comments
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<sup>16</sup> Number outlets starting at the closest outlet to the Point of Entry (POE).

<sup>17</sup> Document if permanently or temporarily out of service on the Attachment B- Plumbing Profile.

<sup>18</sup> Signs of corrosion detected, such as but not limited to frequent leaks, rust-colored water, or stained fixtures, dishes, or laundry.

<sup>19</sup> Document on Attachment D- Filter Inventory.

# <sup>20</sup>				Operational <sup>21</sup> (Y/N)	Signs of Corrosion <sup>22</sup> (Y/N)	Filter <sup>23</sup> (Y/N)	Faucets or valves? (Y/N)	(Y/N)	(Y/N)	Make	Model
72	Class Room Sink	Room 31	SE-CRS-72	Y	Y	N	Y	Y	N		
73	Drinking Water Bubblers	Room 31	SE-DWB-73	Y	Y	N	Y	N	N		
74	Class Room Sink	Room 32	SE-CRS-74	Y	Y	N	Y	Y	N		
75	Drinking Water Bubblers	Room 32	SE-DWB-75	Y	Y	N	Y	N	N		
76	Class Room Sink	Room 30	SE-CRS-76	Y	Y	N	Y	Y	N		
77	Drinking Water Bubblers	Room 30	SE-DWB-77	Y	Y	N	Y	N	N		
78	Class Room Sink	Room 33	SE-CRS-78	Y	Y	N	Y	Y	N		
79	Drinking Water Bubblers	Room 33	SE-DWB-79	Y	Y	N	Y	N	N		
80	Class Room Sink	Room 34	SE-CRS-80	Y	Y	N	Y	Y	N		
81	Drinking Water Bubblers	Room 34	SE-DWB-81	Y	Y	N	Y	N	N		
82	Class Room Sink	Room 35	SE-CRS-82	Y	Y	N	Y	Y	N		
83	Drinking Water Bubblers	Room 35	SE-DWB-83	Y	Y	N	Y	N	N		
84	Class Room Sink	Room 36	SE-CRS-84	Y	Y	N	Y	Y	N		
85	Drinking Water Bubblers	Room 36	SE-DWB-85	Y	Y	N	Y	N	N		

<sup>20</sup> Number outlets starting at the closest outlet to the Point of Entry (POE).

<sup>21</sup> Document if permanently or temporarily out of service on the Attachment B- Plumbing Profile.

<sup>22</sup> Signs of corrosion detected, such as but not limited to frequent leaks, rust-colored water, or stained fixtures, dishes, or laundry.

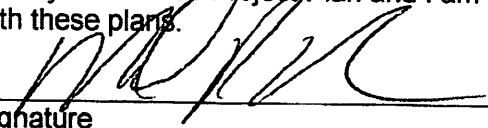
<sup>23</sup> Document on Attachment D- Filter Inventory.

H.vii: FOLLOW-UP SAMPLING INVENTORY

School Name W.R. James  
 Individual School Project Officer: Alexandra Hale  
 Date Completed:      /      / 17

SAMPLE ID/ LOCATION	REASON FOR FOLLOW UP SAMPLING	DATE RESAMPLED
WRJE-DWB-21	Initial result over 15 µg/L	
WRJE-CRS-22	Initial result over 15 µg/L	
WRJE-CRS-27	Initial result over 15 µg/L	
WRJE-CRS-29	Initial result over 15 µg/L	
WRJE-CRS-49	Initial result over 15 µg/L	
WRJE-LS-53	Initial result over 15 µg/L	
WRJE-CRS-54	Initial result over 15 µg/L	
WRJE-IDS-55	Initial result over 15 µg/L	

Attachment F - Pre - Sampling Water Use Certification  
(Complete for each school)

<b>TO BE COMPLETED BY THE WILLINGBORO PUBLIC SCHOOLS DISTRICT REPRESENTATIVE:</b>		
School Name:	W.B. James, SR Elementary	
Sample collection address:	411 Pinetree Lane	
Water was last used:	Time: 6:00 pm	Date: 4-21-17
Sample commencement:	Time: 1500	Date: 4/22/17
I have read the <b>Willingboro Public Schools</b> Lead Drinking Water Testing Sampling Plan and Quality Assurance Project Plan and I am certifying that samples were collected in accordance with these plans.		
Signature		
	Date	4-22-17



H.iv: Sampling Event Checklist  
*Complete on the day of sampling*

**Before Beginning Sampling:**

- Review and Sign QAPP.
- Review School packet prior to sampling- including floor plan with sample locations, outlet inventory including all outlets to be sampled, filter inventory including which water coolers & drinking water fountains have filters, and if applicable pre-sampling event flushing schedule [includes which outlets were flushed, the duration of flushing, and when they were flushed].
- Perform a walk-through of the facility prior to sampling. Identify all outlets to be sampled, and label each outlet with its unique sample location code as it is found in the water outlet inventory.
- Verify that the water has been stagnant for at least 8 hours, but no longer than 48 hours.

**Sampling:**

- Field Blank.
- Start sampling at the outlet closest to the point of entry.
- For each sampling location record the time that sampling begins.
- Wearing gloves, collect samples into a 250 ml pre-cleaned bottle.
- Record the time all samples are collected.
- AFTER all other samples have been collected, for follow-up flush sampling, collect fifteen minute flushed samples from water coolers.
- Indicate on the Chain of Custody (COC) if the outlet is leaking, the water is discolored, the outlet is turned on, the outlet is not working, or the outlet has a filter.
- Label all Follow-Up Flush Samples with "FLUSH" after their unique sample location code. (e.g. WHS- and WHS - ---FLUSH).

**After Sampling:**

- Record the time that sampling ends.
- Count sampling bottles to make sure all water outlets on the inventory were sampled.

Project Officer:	<u>Alexandra Hale</u> Print Name	<u>Alex Hale</u> Signature	<u>4/22/17</u> Date
Sampler:	<u>Michael Turi</u> Print Name	<u>[Signature]</u> Signature	<u>4-22-17</u> Date