

Issued by the Director of Public Health
under the *Public Health Act 1997*

Tasmanian Drinking Water Quality Guidelines

Containing legal requirements for
drinking water suppliers in Tasmania

Effective
2 November 2015

Issuing Statement and Commencement Date

I, Dr Mark Veitch, being and as the Acting Director of Public Health, acting pursuant to a direction under section 21A of the *Acts Interpretation Act 1931*, and the *Public Health Act 1997* (the Act), hereby:

1. revoke previously issued guidelines under the Act relating to drinking water; and
2. issue these Guidelines, being the *Tasmanian Drinking Water Quality Guidelines*; and
3. determine that these Guidelines come into effect on and from **2 November 2015**.

Dr Mark Veitch

A/Director of Public Health

2 November 2015

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PART I INTRODUCTION AND DEFINITIONS

I. Introduction

- (1) These Guidelines are concerned with the quality and safety of *drinking water* from a health point of view and are designed to facilitate the protection of *public health*. They support the principles, management practices, preventive measures and guideline values contained in the Australian Drinking Water Guidelines.
- (2) The Guidelines are issued by the *Director of Public Health* under the *Public Health Act 1997*. It is a legal requirement to comply with the Guidelines and a failure to do so may attract penalties under the *Act*.
- (3) Throughout the Guidelines there are notes appearing in boxes. These notes are for guidance or explanation only and are not mandatory requirements imposed by the Guidelines.
- (4) Italicised words have the meaning given to them at clause 3 of the Guidelines.

2. Application of these Guidelines

- (1) These Guidelines apply to suppliers of *drinking water* in Tasmania. Suppliers are responsible for the management of *drinking water* in accordance with Part 6 of the *Act* and these Guidelines.
- (2) In Tasmania, *drinking water* is supplied by:
 - (a) a *regulated entity* (also known as a water and sewerage corporation);
 - (b) *private drinking water suppliers* (supplying water from a *private water source*); and
 - (c) *water carriers* (supplying water by carting it in tanks).
- (3) The Guidelines do not apply to:
 - (a) private household *drinking water supply systems*; or
 - (b) suppliers of packaged water (ie bottled water and packaged ice). Packaged water is regulated by the *Australia New Zealand Food Standards Code* and the *Tasmanian Food Act 2003*.

3. Definitions

- (1) A word or phrase used in these Guidelines and defined in the Act has the meaning given to it in the Act. At the time of issuing the Guidelines, such words or phrases include:

Agency	premises
approved	private water source
authorised officer	registered
Director	regulated entity
environmental health officer	threat to public health
public health	vehicle

- (2) In these Guidelines -

accredited laboratory	means a laboratory accredited by the National Association of Testing Authorities or a laboratory approved in writing by the <i>Director</i>
Act	means the Tasmanian <i>Public Health Act 1997</i> as in force from time to time
ADWG	means the <i>Australian Drinking Water Guidelines</i> published by the National Health and Medical Research Council and the Natural Resource Management Ministerial Council as in force from time to time
audit report	means the report by a <i>water quality auditor</i> required under clause 10 of these Guidelines
audit schedule	means the schedule of planned audits required under clause 9 of these Guidelines
boil water alert	means a warning issued under the <i>Act</i> that <i>drinking water</i> cannot be safely consumed unless it is first boiled
common elements	means those aspects of the <i>Drinking Water Quality Management Plan</i> that apply to all bodies and sources of <i>drinking water</i> to which the plan relates

Compliance Plan	means a Compliance Plan required by clause 11 of these Guidelines
Compliance Report	means a Compliance Report required by clause 12 of these Guidelines
council	means a council within the meaning of the <i>Local Government Act 1993</i>
drinking water	means water intended for human consumption
Drinking Water Quality Management Plan	means the Drinking Water Quality Management Plan required by clause 7 of these Guidelines
drinking water recipient	means the person in charge of premises to which a <i>water carrier</i> supplies, or seeks to supply, <i>drinking water</i>
drinking water supply system	means a system, or part thereof, used to supply <i>drinking water</i> including, but not limited to, source waters, storage reservoirs and tanks, intakes, treatment systems, service reservoirs, bulk distribution systems and reticulation systems
enHealth rainwater tank guideline	means the <i>Guidance on Use of Rainwater Tanks</i> published by the Environmental Health Standing Committee as in force from time to time
free chlorine	means the concentration of available chlorine to inactivate disease causing organisms (ie disinfection)
individual elements	means those aspects of the <i>Drinking Water Quality Management Plan</i> that apply to one, or a subset, of the bodies and sources of <i>drinking water</i> to which the plan relates
private drinking water recipient	means the person in charge of premises to which <i>drinking water</i> obtained from a <i>private water source</i> is supplied or sought to be supplied
private drinking water supplier	means a person, <i>public authority</i> , or <i>Agency</i> who supplies <i>drinking water</i> obtained from a <i>private water source</i> to a premise that is used for – <ul style="list-style-type: none"> (a) commercial purposes (for example, a hotel, motel, bed and breakfast, or <i>private water scheme</i>); (b) health purposes (for example, a nursing home, hospital or hospice); (c) educational purposes (for example, a school, school camp or community camp); or (d) imprisonment or detention purposes

private water scheme	means the supply of <i>drinking water</i> by a <i>private drinking water supplier</i> to multiple <i>premises</i> via one <i>drinking water supply system</i> that is not under the management or control of a <i>regulated entity</i>
public authority	means any body corporate established under an enactment having jurisdiction limited to a district, locality or part of the State; or any body corporate established under an enactment or in the exercise of prerogative rights of the Crown to administer or control any department, business, undertaking or public institution on behalf of the State (for the avoidance of doubt and for the purposes of these Guidelines, <i>public authority</i> does not include a <i>council</i>)
public health alert	means a warning issued under the <i>Act</i> that <i>drinking water</i> cannot be safely consumed
Public Health Officer	means the person(s) holding the position(s) within Public Health Services, Department of Health and Human Services (Tasmania) listed in Appendix A to these Guidelines
water carrier	means a person who supplies <i>drinking water</i> in bulk, other than pre-packaged <i>drinking water</i> or pre-packaged ice, via transportation in a <i>water tank</i> , whether or not for fee or reward
water quality auditor	means a person approved as a <i>water quality auditor</i> under the <i>Act</i>
water tank	means a receptacle, designed or used for the carriage of liquids in bulk, that is attached to, situated in, or situated on a vehicle

PART 2 REGULATED ENTITY

4. Water quality monitoring

- (1) Pursuant to section 131 of the Act, the Director requires a regulated entity to take, in accordance with the ADWG, and the AS/NZS 5667 series as in force from time to time (which relates to location, techniques, handling and preservation of water quality sampling), a representative sample(s) of drinking water from each drinking water supply system under its management or control and:
 - (a) for a drinking water supply system that is used to supply more than 1,000 consumers, ensure a sample is tested at an accredited laboratory for *Escherichia coli* in accordance with the sampling frequency recommended for *Escherichia coli* in the ADWG or at such other frequency as required by the Director or Public Health Officer; and
 - (b) for a drinking water supply system that is used to supply less than 1,000 consumers, ensure a sample is tested at an accredited laboratory for *Escherichia coli* once per week or at such other frequency as required by the Director or Public Health Officer; and
 - (c) ensure a sample is tested for non-bacteriological characteristics at an accredited laboratory in accordance with the monitoring program set out in the regulated entity's Drinking Water Quality Management Plan or at such other frequency as required by the Director or Public Health Officer.

- (2) Where a regulated entity:
 - (a) is aware that the quality of drinking water that it manages or controls is, or is likely to become, a threat to public health; or
 - (b) is aware of the presence or occurrence, or suspected presence or occurrence, of any microorganism, contaminant or substance for which a health guideline value is set under the ADWG, if the amount of the microorganism, contaminant or substance exceeds the relevant health guideline value in the ADWG,

the *regulated entity* must:

- (c) ensure the *drinking water supply system* is re-sampled, in accordance with the ADWG and AS/NZS 5667, as in force from time to time, and at a frequency and location required by the *Director* or *Public Health Officer*; and
- (d) ensure the sample is tested at an *accredited laboratory*.

Note:

The frequency of resampling will be on a case-by-case basis, however generally resampling will be required until the water is no longer, or no longer likely to become, a *threat to public health*, or the relevant microorganism, contaminant or substance no longer exceeds the relevant health guideline value in the ADWG.

5. Notifying the Director

- (1) For the purposes of section 128(1E) of the Act, a *regulated entity*, on becoming aware that the quality of *drinking water* that it manages or controls is, and/or is likely to become, a *threat to public health*, must notify the *Director* in accordance with the procedures set out at clause 5(4) below.
- (2) For the purposes of section 46 of the Act, a *regulated entity* must, in respect of *drinking water* under its management or control, notify the *Director*, in accordance with the procedures set out at clause 5(4) below, of the presence or occurrence, and/or suspected presence or occurrence, of -

any microorganism, contaminant or substance for which a health guideline value is set under the ADWG, if the amount of the microorganism, contaminant or substance exceeds the relevant health guideline value in the ADWG.
- (3) For the purposes of section 131, a *regulated entity* must notify the *Director*, in accordance with the procedures set out at clause 5(4) below, of the results of resampling required under clause 4(2) of these Guidelines.
- (4) The notification procedure is as follows:
 - (a) The *regulated entity* must make immediate telephone contact with a *Public Health Officer*.
 - (b) Upon making contact as above, the *regulated entity* must inform the *Public Health Officer* of the circumstances relating to the *threat to public health* and the action being undertaken to remove, correct, prevent and monitor that threat, including the date for re-sampling of the *drinking water*.
 - (c) The *regulated entity* must provide to the *Public Health Officer* written confirmation of the matters at clause (b) above by email within twenty-four (24) hours after the initial telephone contact under clause (a).

Note:

Contact details for *Public Health Officers* are contained in Appendix A to these Guidelines.

6. Warnings and Information

Definitions:

- (1) In this clause 6 (Warnings and Information), 'public' includes water carriers approved by the regulated entity to access drinking water from the regulated entity's drinking water supply system.

Issuing alerts:

- (2) For the purposes of section 128(4) of the Act, a regulated entity, on becoming aware that the quality of drinking water it manages or controls is, or is likely to become, a threat to public health, must, in accordance with these Guidelines, issue warning(s) and information to the public about the safe use or risk of using drinking water under its management or control.

Content of alerts:

- (3) Before issuing warning(s) and information to the public about the safe use or risk of using drinking water under its management or control, a regulated entity must obtain approval from the Director or Public Health Officer of the:
 - (a) content of the warning(s) and information; and
 - (b) means of communicating the warning(s) and information and
 - (c) frequency and duration of the warning(s).
- (4) In relation to a warning that drinking water cannot be safely consumed unless it is first boiled, eg for bacteriological reasons, (a boil water alert), the warning must contain the information referred to in the generic boil water advisory template in the ADWG.
- (5) In relation to a warning that drinking water cannot be safely consumed, eg for non-bacteriological reasons, (a public health alert), the warning must contain such information as required by the Director or Public Health Officer.

Frequency of alerts:

- (6) A regulated entity must reissue a boil water alert at least every three months from the date of the initial boil water alert, or at such other frequency as required by the Director or Public Health Officer, until such time as the boil water alert is lifted in accordance with these Guidelines.
- (7) A regulated entity must reissue a public health alert at least every three months from the date of the initial public health alert, or at such other frequency as required by the Director or Public Health Officer, until such time as the public health alert is lifted in accordance with these Guidelines.

Lifting alerts:

- (8) A regulated entity may lift (ie, withdraw) a *boil water alert* or a *public health alert* only when it has received written approval to do so from the *Director* or *Public Health Officer*.

Subsequent information:

- (9) As soon as practicable after lifting a *boil water alert*, a regulated entity must give such information to the public about the safe use of water as referred to in the generic template for rescinding a boil water advisory in the ADWG.
- (10) As soon as practicable after lifting a *public health alert*, a regulated entity must give information to the public advising that the water can be safely consumed.

Note:

Approval for the lifting of a *boil water alert* will be on a case-by-case basis, however prior to approving the lifting of a short-term (temporary) *boil water alert* issued in connection with *Escherichia coli* the *Director* will generally seek to be satisfied that:

EITHER

- (a) the level of chlorine residual in the affected *drinking water supply system* is acceptable; and
- (b) one bacteriological sample taken from the affected *drinking water supply system* and tested at an *accredited laboratory* satisfies the relevant bacteriological health guideline value(s) contained in the ADWG;

OR

- (c) two consecutive bacteriological samples taken from the affected *drinking water supply system*, sampled from the same location over a period acceptable to the *Director*, and tested at an *accredited laboratory*, satisfy the relevant bacteriological health guideline value(s) contained in the ADWG.

7. Drinking Water Quality Management Plan

- (1) Pursuant to section 129B of the Act, a *regulated entity* must, in respect of *drinking water* under its management or control and prior to using the related *drinking water supply system*, undertake a risk assessment and identify management practices to implement in accordance with Elements 1-12, inclusive, of the Framework for the Management of Drinking Water Quality contained in the ADWG. This is to be known as the *Drinking Water Quality Management Plan*.
- (2) A *Drinking Water Quality Management Plan* may relate to one or more sources, or bodies, of *drinking water*.
- (3) A *regulated entity* must provide to the *Director*, prior to using the *drinking water supply system*, a copy of the *Drinking Water Quality Management Plan* and a written endorsement of the plan by the *regulated entity's* Chief Executive Officer (or equivalent).
- (4) A *regulated entity* must, at least once per annum, or at such other frequency as required by the *Director*, review the *Drinking Water Quality Management Plan* and amend the plan:
 - (a) if it can be improved; or
 - (b) if it ought to be amended to take into account an alteration to:
 - i. the characteristics of the water to which the plan relates;
 - ii. the equipment or processes used or to be used to monitor or treat the water; or
 - iii. any other matter that may affect the quality of the water.
- (5) A *regulated entity* must provide to the *Director* within four weeks of amending a *Drinking Water Quality Management Plan*, a copy of the revised plan and a written endorsement of the plan by the *regulated entity's* Chief Executive Officer (or equivalent).
- (6) A *regulated entity* must take all reasonable steps to ensure the *Drinking Water Quality Management Plan* is implemented at all times.
- (7) The *Director* may require a *regulated entity* to amend the provisions of a *Drinking Water Quality Management Plan* and the *regulated entity* must make that amendment.

8. Audit of Drinking Water Quality Management Plan

- (1) Pursuant to section 129B of the *Act*, a *regulated entity* must take all reasonable steps to ensure that by the end of the Relevant Period specified in clause 8(2) below:
 - (a) a *water quality auditor* has conducted, in accordance with the *Act* and these Guidelines, an audit of:
 - i. the *common elements* of the *regulated entity's Drinking Water Quality Management Plan*; and
 - ii. the *individual elements* of the *regulated entity's Drinking Water Quality Management Plan* in relation to a representative selection of the bodies and sources of *drinking water* to which the *Drinking Water Quality Management Plan* relates; and
 - iii. the management and control of a representative selection of the bodies and sources of *drinking water* to which the *Drinking Water Quality Management Plan* relates; and
 - (b) in relation to each such audit, a report, in accordance with these Guidelines, has been provided to the *Director*.
- (2) For the purposes of clause 8(1) above, the Relevant Period is every two years from the date on which the *Drinking Water Quality Management Plan* is first endorsed by the *regulated entity's* Chief Executive Officer (or equivalent).
- (3) For the purposes of clauses 8(1)(a)(i) and (ii) above, an audit of the *regulated entity's Drinking Water Quality Management Plan* is an examination of:
 - (a) the extent to which the plan complies with the requirements of the *Act* and these Guidelines; and
 - (b) the appropriateness of the plan, having regard to the *drinking water supply system*.
- (4) For the purposes of clause 8(1)(a)(iii) above, an audit of the management and control of the water to which the *Drinking Water Quality Management Plan* relates is an examination:
 - (a) as to whether any provisions of the *Act* or these Guidelines are being, or have been, contravened; and
 - (b) of the extent to which the plan is being implemented.

9. Audit schedule

- (1) Pursuant to section 129B of the *Act*, a *regulated entity* must, by 31 March in each year, submit to the *Director* an *audit schedule* in accordance with this clause 9.
- (2) An *audit schedule* must contain the following information:
 - (a) the location of each of the bodies and sources of water to which the *regulated entity's Drinking Water Quality Management Plan* relates; and
 - (b) each of the dates by which an audit required under these Guidelines is to be undertaken; and
 - (c) when known, the name and contact details of the *water quality auditor* who is to conduct the audit.

10. Audit report

- (1) Pursuant to section 129B of the *Act*, a *water quality auditor* must provide to the *Director* an *audit report*, in accordance with this clause 10, setting out the results of each audit carried out by the *water quality auditor*.
- (2) An *audit report* is to:
 - (a) be in a form approved by the *Director*; and
 - (b) be submitted to the *Director* within:
 - i. 14 days after the completion of the audits required under clause 8 of these Guidelines; or
 - ii. such longer period as approved by the *Director*.
- (3) An *audit report* in relation clauses 8(1)(a)(i) and (ii), being an audit of a *regulated entity's Drinking Water Quality Management Plan*, is to contain:
 - (a) details relating to each of the matters contained in clause 8(3) of these Guidelines; and
 - (b) recommendations as to any action that, in the opinion of the *water quality auditor*, is required to be taken to ensure that:
 - i. the *regulated entity's Drinking Water Quality Management Plan* complies with the requirements of the *Act* and these Guidelines; and

- ii. the *Drinking Water Quality Management Plan* is appropriate, having regard to the *regulated entity's drinking water supply system*.

- (4) An *audit report* in relation to clause 8(1)(a)(iii) above, being the management and control of the water to which the *regulated entity's Drinking Water Quality Management Plan* relates, is to contain:
 - (a) details relating to each of the matters contained in clause 8(4) of these Guidelines; and
 - (b) recommendations as to any action that, in the opinion of the *water quality auditor*, is required to be taken to ensure that:
 - i. any contraventions of the provisions of the *Act* or these Guidelines cease to occur; and
 - ii. the effects of any such contraventions are remedied; and
 - iii. the *regulated entity's Drinking Water Quality Management Plan* is fully implemented.

11. Compliance plan

- (1) Pursuant to section 129B of the *Act*, a *regulated entity* must prepare a *Compliance Plan*, in accordance with this clause 11, if:
- (a) an *audit report* relating to the *regulated entity* contains recommendations as to any action that, in the opinion of the *water quality auditor*, is required to be taken to ensure that:
 - i. the *regulated entity's Drinking Water Quality Management Plan* complies with the requirements of the *Act* and these Guidelines;
 - ii. the *Drinking Water Quality Management Plan* is appropriate, having regard to the *regulated entity's drinking water supply system*;
 - iii. any contravention of the provisions of the *Act* or these Guidelines ceases to occur;
 - iv. the effects of any such contraventions are remedied; or
 - v. the *regulated entity's Drinking Water Quality Management Plan* is fully implemented; or
 - (b) the *regulated entity* otherwise identifies that a requirement of the *Act* or these Guidelines is being contravened.
- (2) A *Compliance Plan* must contain the following information:
- (a) the nature of the non-compliance with the *Act* or these Guidelines;
 - (b) monitoring data and a risk assessment in relation to the non-compliance;
 - (c) the actual and proposed actions to correct the non-compliance, including:
 - i. an implementation timetable;
 - ii. proposed staff training relevant to the non-compliance; and
 - iii. proposed capital works associated with any corrective action; and
 - (d) other relevant information as required by the *Director* or *Public Health Officer*.

- (3) A regulated entity must provide a *Compliance Plan* to the *Director* for written approval within:
 - (a) 30 days of becoming aware of one of the matters in clause 11(1) above; or
 - (b) such other period as required or approved by the *Director* or *Public Health Officer*.
- (4) If the *Director* does not approve a *Compliance Plan*, the regulated entity must amend the *Compliance Plan*, having regard to the *Director's* reasons for refusing to approve the *Compliance Plan*.
- (5) The regulated entity must provide an amended *Compliance Plan* to the *Director* within 14 days of receiving reasons for the *Director's* refusal to approve the original *Compliance Plan*.
- (6) A regulated entity must implement an approved *Compliance Plan*.
- (7) A regulated entity that, of its own accord, amends an approved *Compliance Plan* must, within 7 days of amending the plan, provide the amended *Compliance Plan* to the *Director* for written approval.
- (8) An amended *Compliance Plan* does not replace an approved *Compliance Plan* until it is approved by the *Director*.

Note:

The circumstances in which the *Director* or *Public Health Officer* will require or approve other periods for submitting a *Compliance Plan* under clause 11(3) will be on a case to case basis, however generally a longer period will not be approved unless exceptional circumstances exist. A shorter timeframe may be required if, for example, the matters in clause 11(1) represent a significant non-compliance.

12. Compliance report

- (1) Pursuant to section 129B of the *Act*, a *regulated entity* required under these Guidelines to prepare a *Compliance Plan*, must prepare, in accordance with this clause 12, a *Compliance Report*.
- (2) A *Compliance Report* must be provided to the *Director* every 30 days from the date of the *Director* approving the *regulated entity's Compliance Plan* under clause 11 above, or such longer period as approved by the *Director*, until the *Compliance Plan* is fully implemented.
- (3) A *Compliance Report* must contain the following information:
 - (a) the extent to which corrective action identified in the *Compliance Plan* has been implemented;
 - (b) a timetable of corrective action implemented;
 - (c) available data to demonstrate compliance after implementation of the corrective action;
 - (d) staff training, relevant to the corrective action, that has occurred;
 - (e) the results of a risk assessment conducted after the corrective action has been implemented; and
 - (f) other relevant information as required by the *Director* or *Public Health Officer*.

13. Annual reporting

- (l) Pursuant to section 129B of the Act, the Director requires a regulated entity to provide to the Director, by 30 September each year or such other date as approved by the Director, a report in relation to the immediately preceding financial year containing the following information in respect of drinking water under the regulated entity's management or control:
- (a) name of the associated drinking water supply system;
 - (b) location of the bodies and sources of the drinking water;
 - (c) number of connections and population serviced by the drinking water supply system;
 - (d) schematic of the drinking water supply system from catchment to reticulation (including fluoridation where relevant);
 - (e) details of any changes to the drinking water supply system from the immediately preceding reporting period;
 - (f) summary of capital investment in relation to the drinking water supply system;
 - (g) summary of planned capital investment in relation to the drinking water supply system for the next reporting period;
 - (h) an outline of the drinking water quality sampling and testing program;
 - (i) the type, locations and dates of drinking water quality sampling and testing undertaken;
 - (j) a tabulated presentation of drinking water quality test results from an accredited laboratory (including dates), highlighting non-compliances with the ADWG or these Guidelines;
 - (k) the extent to which the sampling program for the drinking water complied with the bacteriological sampling frequency requirements of the ADWG;
 - (l) the extent to which the drinking water complied with bacteriological guideline values in the ADWG save and except in relation to *Escherichia coli*;
 - (m) in relation to *Escherichia coli*, the extent to which the drinking water complied with a 98 percent compliance rate with the ADWG guideline value measured over 12 months;

- (n) the extent to which the sampling program for the *drinking water* complied with the non-microbiological sampling frequency requirements of the relevant *Drinking Water Quality Management Plan*;
 - (o) the extent to which the *drinking water* complied with the relevant non-microbiological guideline values in the ADWG;
 - (p) a comparative analysis, for the preceding 5 years, of non-compliances with microbiological, and non-microbiological, ADWG guideline values;
 - (q) an analysis of, and commentary on, *drinking water* quality trends;
 - (r) a summary of events and issues that affected *drinking water* quality or caused a non-compliance with ADWG guideline values and details of corrective actions implemented (or to be implemented);
 - (s) a summary of all issued *boil water alerts* and *public health alerts*, including date of issue, duration and current status;
 - (t) a summary of public complaints received regarding *drinking water* quality;
 - (u) in relation to audits undertaken during the reporting period by an *approved water quality auditor*, the date of the audit, the name of the *water quality auditor*, and the bodies and sources of water to which the audit relates;
 - (v) a summary of notifications made to the *Director* or *Public Health Officer(s)* under the *Act* and these Guidelines; and
 - (w) such other information as required by the *Director*.
- (2) Accompanying the report, a *regulated entity* must provide a written endorsement of the report by the *regulated entity's* Chief Executive Officer (or equivalent).
- (3) A *regulated entity* must make copies of the report available to the public.

Note:

The *Director* may publish an annual report on *drinking water supply systems*.

PART 3 PRIVATE DRINKING WATER SUPPLIERS

Note

Under section 133 of the Act, a *private drinking water supplier* must register with the *council*. There are 2 exceptions to this:

1. Registration is not required if the supplier is a food business that is already registered with the council under the *Food Act 2003* and the supply of water from a *private water source* occurs as part of the conduct of that food business.
2. Registration is not required by a person who supplies water from a *private water source* as part of a residential tenancy agreement or a contract to lease premises (for example a short-term holiday rental agreement or a long-term lease).

Under section 136A of the Act, a *private drinking water supplier* must supply water in a manner that does not pose a *threat to public health* and must comply with *council* registration conditions and relevant guidelines issued under the Act (see below). Registration conditions may include requirements to sample and test water to determine compliance with ADWG guideline values.

14. Water quality monitoring

- (1) Pursuant to section 130(2) of the Act, the Director requires a *private drinking water supplier* to monitor, prior to using and at intervals of not more than 12 months, each *private water source* under its management or control via visual inspection(s) to determine whether:
 - (a) it is free from obvious sources of contamination; and
 - (b) it is maintained so as to prevent contamination; and
 - (c) it is compliant with conditions of registration, the Act and these Guidelines.

15. Notifying a threat to public health

- (1) For the purposes of section 128(1B) of the Act, a *private drinking water supplier*, on becoming aware that the quality of *drinking water* that it manages or controls is, or is likely to become, a *threat to public health* must notify the *council* in whose municipality the *private water source* is located in accordance with the procedures set out at clause 15(2) below.

- (2) The notification procedure is as follows:
 - (a) The *private drinking water supplier* must make immediate telephone contact with the *council*.
 - (b) Upon making contact as above, the *private drinking water supplier* must inform the *council* of the circumstances relating to the *threat to public health* and the action being undertaken to remove, correct, prevent and monitor that threat.
 - (c) The *private drinking water supplier* must provide to the *council* written confirmation of the matters at clause (b) above within twenty-four (24) hours after the initial telephone contact under clause (a).

16. Supply controls

Microbiological non-compliance or compliance unknown

- (1) A *private drinking water supplier* may only supply *drinking water* that is non-compliant with relevant microbiological ADWG guideline values or where compliance with microbiological ADWG guideline values is not known if, prior to supplying, the *private drinking water supplier* provides to the *private drinking water recipient* written advice of the matters referred to in the generic boil water advisory template in the ADWG.

Non-microbiological non-compliance or compliance unknown

- (2) A *private drinking water supplier* may only supply *drinking water* that is non-compliant with non-microbiological ADWG guideline values or where compliance with the non-microbiological ADWG guideline values is not known if, prior to supplying, the *private drinking water supplier* provides to the *private drinking water recipient* written advice that the water, even if boiled, cannot be safely consumed and is therefore not to be used for drinking or cooking purposes.

Rainwater tanks

- (3) A *private drinking water supplier* using a rainwater tank in the supply of *drinking water* may only supply *drinking water* if the *private water supplier* has complied with the *enHealth rainwater tank guideline*.

17. Warnings and information

- (1) Where, after the supply of *drinking water*, a *private drinking water supplier* becomes aware that *drinking water* the *private drinking water supplier* has supplied is non-compliant with microbiological guideline values in the ADWG, the *private drinking water supplier* must, as soon as practicable after becoming so aware, provide the *private drinking water recipient* written advice of the matters referred to in the generic boil water advisory template in the ADWG.
- (2) Where, after the supply of *drinking water*, a *private drinking water supplier* becomes aware that *drinking water* the *private drinking water supplier* has supplied is non-compliant with non-microbiological guideline values in the ADWG, the *private drinking water supplier* must, as soon as practicable after becoming so aware, provide the *private drinking water recipient* written advice that the water, even if boiled, cannot be safely consumed and is therefore not to be used for drinking or cooking purposes.

PART 4 WATER CARRIERS

Note:

Under section 136E of the Act, a *water carrier* must register with the *council* in whose municipality the *water carrier* stores the majority of its vehicles. A *water carrier* must supply water in a manner that does not pose a *threat to public health* and in accordance with *council* registration conditions and relevant guidelines issued under the Act (see below).

18. Certificate of registration

- (1) A *water carrier* must ensure a copy of the certificate of registration issued to the *water carrier* under the Act is available for immediate production upon the request of a *drinking water recipient* or an *authorised officer*.

19. Transport and equipment

- (1) A *water carrier* must not supply *drinking water* using a *water tank* or equipment that has been used for a purpose other than the supply of water.
- (2) Where a *water carrier* uses a *water tank* or equipment to supply water that is not *drinking water*, the *water carrier* must not subsequently supply *drinking water* until such time as the *water tank* and equipment are cleaned in accordance with the cleaning requirements in these Guidelines.
- (3) A *water carrier* must not supply *drinking water* using a *water tank* or equipment that does not comply with these Guidelines.
- (4) A *water carrier* must only use devices approved by a *regulated entity* to connect to the *regulated entity's* outlet.

Note:

Clauses 23, 28 and 30 of these Guidelines also contain cleaning requirements.

20. Drinking water source

- (1) A *water carrier* must not supply *drinking water* from a water source other than a water source that is under the management and control of:
 - (a) a *regulated entity*; or
 - (b) a person registered under the *Act* as a *private drinking water supplier* and who supplies *drinking water* under a *private water scheme*.
- (2) A *water carrier* must not supply *drinking water* from a water source under the management and control of a person registered under the *Act* as a *private drinking water supplier* without the prior written approval of that person.
- (3) A *water carrier* must not supply *drinking water* from a water source under the management and control of a *regulated entity* without the prior written approval of the *regulated entity*.

21. Notifying a threat to public health

- (1) For the purposes of section 128(1C) of the *Act*, a *water carrier*, on becoming aware that the quality of *drinking water* that it manages or controls is, or is likely to become, a *threat to public health*, must notify the *council*, in whose municipality the *water carrier* is required to be registered, in accordance with the procedures set out at clause 21(2) below.
- (2) The notification procedure is as follows:
 - (a) The *water carrier* must make immediate telephone contact with the *council*.
 - (b) Upon making contact as above, the *water carrier* must inform the *council* of the circumstances relating to the *threat to public health* and the action being undertaken to remove, correct, prevent and monitor that threat.
 - (c) The *water carrier* must provide to the *council* written confirmation of the matters at clause (b) above within twenty-four (24) hours after the initial telephone contact under clause (a).

22. Drinking water quality

- (l) A *water carrier* must establish, prior to the supply of *drinking water*:
 - (a) whether the *drinking water* is compliant or non-compliant with the relevant microbiological and non-microbiological guideline values in the ADWG; or
 - (b) that it is not practicable to establish the matters in (a).

23. Supply controls

Microbiological non-compliance or compliance unknown

- (l) A *water carrier* may only supply *drinking water* that is non-compliant with relevant microbiological guideline values in the ADWG or where compliance with microbiological ADWG guideline values is not known if, prior to supplying, the *water carrier*:

EITHER

- (a) provides to the *drinking water recipient*:
 - i. written contact details of *Public Health Officer(s)* to whom queries about the safe use of the water can be directed; and
 - ii. verbal and written advice of the matters referred to in the generic boil water advisory template in the ADWG.

OR

- (b) provides to the *drinking water recipient*:
 - i. verbal advice that the water cannot be safely consumed unless it is first boiled; and
 - ii. a relevant written *boil water alert* issued by the relevant *regulated entity*.

Non-microbiological non-compliance or compliance unknown

- (2) A *water carrier* must not supply *drinking water* that is non-compliant with non-microbiological guideline values in the ADWG or where compliance with non-microbiological ADWG guideline values is not known.

Cleaning before subsequent supply

- (3) Where, after the supply of *drinking water*, a *water carrier* is advised by a *regulated entity* or otherwise becomes aware that *drinking water* the *water carrier* has supplied is non-compliant with ADWG guideline values, the *water carrier* must not subsequently supply *drinking water* until such time as the *water tank* and equipment used by the *water carrier* to supply *drinking water* are cleaned in accordance with the cleaning requirements outlined in these Guidelines.

Note:

Clauses 19, 28 and 30 of these Guidelines also contain cleaning requirements.

24. Warnings and Information

- (1) Where, after the supply of *drinking water*, a *water carrier* is advised by a *regulated entity* or otherwise becomes aware that *drinking water* the *water carrier* has supplied is non-compliant with microbiological guideline values in the ADWG, the *water carrier* must, as soon as practicable:

EITHER

- (a) provide to the *drinking water recipient*:
- i. written contact details of *Public Health Officer(s)* to whom queries about the safe use of the water can be directed; and
 - ii. verbal and written advice of the matters referred to in the generic boil water advisory template in the ADWG;

OR

- (b) provide to the *drinking water recipient*:
- i. verbal advice that the water cannot be safely consumed unless it is first boiled; and
 - ii. the relevant written *boil water alert* issued by the relevant regulated entity.

- (2) Where, after the supply of *drinking water*, a *water carrier* is advised by a *regulated entity* or otherwise becomes aware that *drinking water* the *water carrier* has supplied is non-compliant with non-microbiological guideline values in the ADWG, the *water carrier* must, as soon as practicable:

EITHER

- (a) provide to the *drinking water recipient*:
- i. written contact details of *Public Health Officer(s)* to whom queries about the safe use of the water can be directed; and
 - ii. verbal and written advice that the water, even if boiled, cannot be safely consumed and is therefore not to be used for drinking or cooking purposes;

OR

- (b) provide to the *drinking water recipient*:
- i. verbal advice that the water, even if boiled, cannot be safely consumed and is therefore not to be used for drinking or cooking purposes; and
 - ii. relevant written warnings about the safe use of the water or risk of using the water issued by the relevant *regulated entity*.

25. Records (logbook)

- (1) A *water carrier* must record the dates on which the *water carrier's water tank(s)* and equipment are cleaned in accordance with the requirements of these Guidelines.
- (2) A *water carrier* must record the following matters in respect of every supply of *drinking water*:
 - (a) location of the premises to which the *drinking water* is supplied;
 - (b) date of the supply;
 - (c) quantity of *drinking water* supplied;
 - (d) source from which the *water carrier* obtained the *drinking water*;
 - (e) whether the *drinking water* was, at the time of supply, compliant with microbiological and non-microbiological ADWG guideline values, or why it was not practicable to so establish;
 - (f) whether the *drinking water* was, subsequent to supply, identified as non-compliant with microbiological and non-microbiological ADWG guideline values; and
 - (g) the warnings and information (as required by these Guidelines) provided by the *water carrier* to the *drinking water recipient*.
- (3) A *water carrier* must ensure a copy of the records referred to in clauses (1) and (2) above are, upon the request of an *authorised officer*, provided to the *authorised officer* within a reasonable time.

26. Water tank construction

- (1) A *water carrier* must ensure *water tanks* used by the *water carrier*:
 - (a) are constructed of durable material (for example, stainless steel, fibreglass, aluminium, coated mild steel, high density polyethylene);
 - (b) are, in relation to all surfaces that will come into contact with *drinking water*, made of material which is suitable for contact with *drinking water* as detailed in AS/NZS 4020, AS 2070, and ATS 5200.026 as in force from time to time;
 - (c) are not constructed of bituminous or tar-based substances;
 - (d) are securely mounted to the vehicle;
 - (e) have sufficient opening to permit easy inspection and cleaning of the interior of the *water tank*; and
 - (f) incorporate a means of preventing backflow contamination of the source water (when collecting *drinking water*) and water in the *water tank* (when supplying *drinking water*).

27. Water tank labelling

- (1) A *water carrier* must ensure *water tanks* used by the *water carrier* are clearly labelled, on both sides of the *water tank*, with the words 'WATER ONLY' in capital letters of at least 200 millimetres in height.

28. Water tank cleaning

- (1) A *water carrier* must ensure *water tanks* used by the *water carrier* are cleaned regularly, and in any event not less than once every 3 months, in accordance with the following procedures:
 - (a) physically cleaning and flushing; and
 - (b) filling for at least 30 minutes with drinking water containing at least 5 milligrams per litre of *free chlorine*.
- (2) A *water carrier* must not use stabilised chlorine (chlorinated cyanurates) to clean *water tanks*.

Note:

- Clauses 19, 23 and 30 of these Guidelines also contain cleaning requirements.

Notes on 'free chlorine':

- A *free chlorine* level of 5 milligrams per litre can be produced in 1,000 litres of water by adding one of the following:
 - 40 millilitres of sodium hypochlorite solution with a concentration of 12.5 percent available chlorine; or
 - 7 grams of calcium hypochlorite granules with a concentration of 75 percent available chlorine that have been dissolved in *drinking water* in a clean plastic bucket before adding to the tank.
- Unscented household bleach may be used as *free chlorine*, taking into account the percentage of available chlorine in the bleach and the 5 milligrams per litre target *free chlorine* residual.

29. Equipment construction

- (1) A *water carrier* must ensure that water hoses used by the *water carrier* are of a high-grade dairy hose material or other suitable material for contact with *drinking water* as detailed in AS/NZS 4020, AS 2070, and ATS 5200.026 as in force from time to time.
- (2) A *water carrier* must ensure that all pipe work and fittings used by the *water carrier* are made of materials suitable for contact with *drinking water* as detailed in AS/NZS 4020, AS 2070, and ATS 5200.026 as in force from time to time.

30. Equipment cleaning

- (1) A *water carrier* must ensure that all pipes and fittings used by the *water carrier* are cleaned regularly, and in any event not less than once every 3 months, in a solution containing at least 5 milligrams per litre of *free chlorine* for a contact time of at least 30 minutes.

Note:

- See notes above on how to achieve a *free chlorine* level of 5 milligrams per litre.
- Clauses 19, 23 and 28 of these Guidelines also contain cleaning requirements.

PART 5 AGENCIES AND PUBLIC AUTHORITIES

Note

Under section 128(1) of the *Act*, an *Agency* or *public authority* must notify the council if in the course of carrying out its functions it becomes aware that the quality of water is, or is likely to become, a *threat to public health*. That notice is to be in the manner and form specified in relevant guidelines issued under the *Act* (see below).

31. Notifying a threat to public health

- (1) For the purposes of section 128(1) of the *Act*, if, in the course of carrying out its functions, an *Agency* or *public authority* becomes aware that the quality of *drinking water* is, or is likely to become, a *threat to public health*, then the *Agency* or *public authority* must notify the *council* in whose municipal area the water is located in accordance with the procedures set out at clause 31(2) below.
- (2) The notification procedure is as follows:
 - (a) The *Agency* or *public authority* must make immediate telephone contact with the *council*.
 - (b) Upon making contact as above, the *Agency* or *public authority* must inform the *council* of the circumstances relating to the *threat to public health* and any action being undertaken to remove, correct, prevent and monitor that threat, including the date for re-sampling of the *drinking water*.
 - (c) The *Agency* or *public authority* must provide to the *council* written confirmation of the matters at clause (b) above by email within twenty-four (24) hours after the initial telephone contact under clause (a).

PART 6 COUNCILS

Note:

Under the Act, *private drinking water suppliers* and *water carriers* must be registered with the relevant *council*. *Private drinking water suppliers, water carriers Agencies, and public authorities* must notify the *council* on becoming aware that the quality of water is, or is likely to become, a *threat to public health*. If the *council* shares this view, the *council* is to notify the Director in the manner and form specified in guidelines issued under the Act (see below). These notification procedures also apply if the *council* otherwise becomes aware, in the course of carrying out its functions, that water in its municipality is, or is likely to become, a *threat to public health*. A *council* is to restrict water supply, issue warnings, and monitor *private water sources* in accordance with guidelines (see below).

32. Notifying a threat to public health

- (1) Pursuant to section 128(1D) of the Act, where a *council* is of the opinion that *drinking water* in the council's municipality is, or is likely to become, a *threat to public health*, the *council* must notify the Director in accordance with the procedures set out at clause 32(2) below.
- (2) The notification procedure is as follows:
 - (a) The *council* must make immediate telephone contact with a *Public Health Officer*.
 - (b) Upon making contact as above, the *council* must inform the *Public Health Officer* of the circumstances relating to the *threat to public health* and any action being undertaken to remove, correct, prevent and monitor that threat, including the date for re-sampling of the *drinking water*.
 - (c) The *council* must provide to the *Public Health Officer* written confirmation of the matters at clause (b) above by email within twenty-four (24) hours after the initial telephone contact under clause (a).

Note:

See Appendix A for contact details for *Public Health Officers*.

33. Restricting supply and issuing warnings

- (1) For the purposes of section 128(3) of the Act, a *council*, on receiving a report from an *environmental health officer* that the quality of *drinking water* supplied via publicly accessible taps on premises under the management or control of the *council* is, or is likely to become, a *threat to public health* must:
 - (a) restrict or prevent the use of the those taps; or
 - (b) issue warning(s) and information to the public about the safe use or risk of using water from those taps.
- (2) For the purposes of section 128(3) of the Act, a *council*, on receiving a report from an *environmental health officer* that the quality of *drinking water* in the *council's* municipality is, or is likely to become, a *threat to public health* must issue warnings and information about the safe use or risk of using the *drinking water* to such persons as required by the *Director* or *Public Health Officer*.

34. Monitoring private water sources

Note:

Section 130(1) of the Act provides that a *council* must monitor the quality of water within its municipal area in accordance with relevant guidelines issued under the Act (see below). Note, approval for inspection intervals of more than 12 months under clause 34(1) will only be considered for sources the *Director* or *Public Health Officer* considers are low-risk.

- (1) Pursuant to section 130(1) of the Act, a *council* must, in respect of *private water sources* in its municipality, other than those referred to in clause 34(2) below, undertake a visual inspection at intervals of not more than 12 months or at such other intervals as approved by the *Director* or *Public Health Officer*, to determine whether each *private water source* is:
 - (a) free from obvious sources of contamination; and
 - (b) maintained so as to prevent contamination; and
 - (c) compliant with conditions of registration, the Act and these Guidelines.

- (2) A *council* is not required to undertake a visual inspection of a *private water source* that is used by a *private drinking water supplier* or *water carrier* to supply *drinking water* solely to:
- (a) premises occupied by the University (as defined in the *University of Tasmania Act 1992*); or
 - (b) premises occupied by the Crown in Right of the State of Tasmania acting through the Department of Education; or
 - (c) national parks, nature recreation areas, or nature reserves, as defined in the *Nature Conservation Act 2002*.

Note:

Monitoring by a *council* of these premises will occur as part of the initial registration and 12 monthly renewal processes - as councils are required under the *Act* to consider the likelihood of, and (if relevant) the extent to which, the *private water supplier* will/has complied with the *Act* and relevant guidelines issued under the *Act*. In doing so, *councils* may, for example, choose to undertake visual inspections or, where appropriate, require the provision of information to demonstrate compliance. This approach may also be applied in the initial registration and renewal process for water carriers.

35. Reporting

- (1) Subject to clause 35(2) below, a *council* must, by 30 September each year or such other date as approved by the *Director*, submit to the *Director* a report in relation to the immediately preceding year, containing the following information:
- (a) the *private drinking water suppliers* and *water carriers* registered with the *council* under the *Act*, and the currency of those registrations;
 - (b) copies of certificates of registration and registration conditions issued by the *council* under the *Act*;
 - (c) whether the *private drinking water supplier(s)* registered with the *council* under the *Act* have supplied *drinking water* from a *private water source* to a place used for:
 - i. commercial purposes (including whether the place is a childcare centre, national park, nature recreation area,

- nature reserve, *private water scheme*, or provides accommodation and/or food);
 - ii. health purposes (including whether the place is an aged care facility, hospital, or other health care centre);
 - iii. educational purposes (including whether the place is a primary or secondary school, public or private school, a collage, a university); or
 - iv. imprisonment or detention purposes.
- (d) copies of the *council's* monitoring results in respect of *private drinking water suppliers* and *water carriers*;
- (e) instances of non-compliances by *private drinking water suppliers* and *water carriers* with registration conditions, the *Act* and these Guidelines; and
- (f) notifications made by *council* to the *Director* or *Public Health Officer(s)* relating to non-compliances by *private drinking water suppliers* and *water carriers*.
- (2) Where a *council* is advised in writing by the *Director* or *Public Health Officer* that certain information referred to in clause 35(1) above is not required, clause 35(1) does not operate in respect of that information.
- (3) An advice under clause 35(2) above is valid for one reporting period only, as specified in the advice.

PART 7 WATER QUALITY AUDITORS

36. Approved competency criteria

- (1) Pursuant to section 129C(5) of the *Act*, the Director approves the following competency criteria in relation to a *water quality auditor*:
- (a) A degree in engineering, science or medicine; and
 - (b) At least 7 years experience in one or more of the following areas:
 - i. Water industry – either as an employee or as a consultant;
 - ii. Establishing, reviewing or running systems for quality management, environmental management, risk management or Hazard Analysis Critical Control Points;
 - iii. Undertaking audits of systems for quality management, environmental management, risk management or Hazard Analysis Critical Control Points; and
 - (c) Experience in the development of *drinking water quality management plans* and implementation of the ADWG; and
 - (d) Suitable references and previous *audit reports*.

37. Conflict of interest

- (1) Pursuant to section 129G of the *Act*, a *water quality auditor* has a conflict of interest if the *water quality auditor*:
- (a) has, in the two years prior to being engaged by a person to perform the functions of a *water quality auditor*, been employed, other than in the capacity of a *water quality auditor*, by the person who seeks to engage the *water quality auditor* to conduct an audit under the *Act*;
 - (b) has, in the two years prior to being engaged by a person to perform the functions of a *water quality auditor*, been involved in preparing, implementing, reviewing or revising a *drinking water quality management plan* of the person who seeks to engage the *water quality auditor* to conduct an audit under the *Act*; or
 - (c) will, in the conduct of an audit under the *Act*, be assisted by a person who has a conflict of interest under the *Act* or these Guidelines.

APPENDIX A

Public Health Officers

The person(s) occupying the following position(s) within Public Health Services Department of Health and Human Services (Tas) is a *Public Health Officer* for the purposes of these Guidelines:

- ***State Water Officer***
- ***Senior Environmental Health Officer***
- ***State Manager, Environmental Health Services***

Contact details

Public Health Services

Department of Health and Human Services

GPO Box 125, Hobart 7001

Phone: 1800 671 738

Email: public.health@dhhs.tas.gov.au