

For detailed instructions [CLICK HERE!](#) Inventory

PWS Name: Houston K-12 School
 PWS ID: OH7542312

Purpose of this worksheet: To provide a customizable format water systems can use to track materials for each service line in their distribution system.

General Instructions: Each row in this worksheet represents one service line connecting the water main to the customer's plumbing. The worksheet includes required and recommended elements; the columns with the RED shading are required by the LCRR and/or Ohio EPA. The BLUE columns are recommended. Informational notes for columns are in Row 12; Worksheet examples are included in rows 14 & 15. This template is formatted for approximately 10,000 rows. The +/- button in the lefthand margin can be used to hide and unhide the PWS Information Box.

Location Information													System-Owned Portion										Customer-Owned Portion										Other Potential Sources of Lead		Additional Information to Assign Tap Monitoring Tiering						Lead Service Line Replacement (LSLR)		Comments																				
Unique Service Line ID	Site Name	Street Number	Street Name	City	Zip Code	County	Latitude	Longitude	In Asset Management	Asset Status	Asset Start Date	Asset End Date	System-Owned Portion Service Line Material Classification	If Non-Lead in Column O...		Is the Service Line Metered	Service Line Use	Service Line Size	Service Line Length	Basis of Material Classification	Was the Service Line Material Field Verified?	If Yes in Column W...		Customer-Owned Portion Service Line Material Classification	Service Line Installation Date	Service Line Size	Service Line Length	Basis of Material Classification	Was the Service Line Material Field Verified?	If Yes in Column AE...		Connector Material Type	Is there Lead Solder in the Service Line?	Building Type Connected to Service Line	If Column AJ includes a school... Lowest Grade Served	Building Construction Date	Building Plumbing Materials	Plumbing installation/replacement date	Point-of-Entry or Point-of-Use Treatment Present?	LCR Sampling Point ID	Date of System-owned LSLR	Date of Customer-owned LSLR																					
														Was Material Ever Previously Lead?	Service Line Installation Date							Describe the Field Verification Method	Enter the Date of Field Verification							Describe the Field Verification Method	Enter the Date of Field Verification																																
Water systems must track addresses of all service lines in their internal inventory. For the publicly accessible version, location identifiers are required for lead and galvanized requiring replacement. If the system does not use addresses for their location identifier, other options could include GPS coordinates, landmark, intersection, block, or other details to specify service line locations.													If "Non-Lead Other", describe in Comments field		Important for determining if service line requires replacement		Estimated date when the service line was installed or replaced		Service Line Metered or Not Metered		Drinking, Non-Drinking, Combination		Diameter in inches		Length in Feet		Select option from drop down list. If "Other," describe in the Notes field		Was the Service Line Material Field Verified?		If Other, describe in the Notes field		Estimated date of field verification or date that the record was updated		If "Non-Lead Other", describe in Comments field		Estimated date when the service line was installed or replaced		Diameter in inches		Length in Feet		If Other, describe in the Notes field		Was the Service Line Material Field Verified?		If Yes in Column AE...		Describe the Field Verification Method		Enter the Date of Field Verification		For example, lead gooseneck or pigtail where the water main is connected to the service line		This information may be helpful for identifying lead tap monitoring locations.								Please use this section to record any comments or notes associated with a service line.
Example 1 (DO NOT DELETE)	Site Name	1234	Test St.	Test City	88888	Test County	##.####	-##.####	Yes, No, Unknown	Active, Inactive, Not Applicable	mm/dd/yyyy	mm/dd/yyyy	Non-Lead - Copper	Yes	3/19/1999	Yes	Drinking	1.50	6	Field inspection only with no records	No		Estimated date of field verification or date that the record was updated	Lead	7/4/1905	1.25	6	Previous materials evaluation	Yes	Visual inspection at the meter pit	5/1/2019	Lead	No	Single Family Structure		6/1/1968	Galvanized	6/1/1968	Yes	LCR01																							
Example 2 (DO NOT DELETE)	House 1	1502	Main St	Brookville	44444	Adams	41.2566	-80.9806	No	Active	1/1/2002	1/1/2003	Non-Lead - Plastic	No	4/2/2005	Yes	Drinking	1.25	6	Previous Materials Evaluation	Yes	Visual inspection at meter pit	5/2/2019	Non-Lead - Copper	7/12/1991	2	9	Water sampling only with no records	No		Never Lead	No	Single Family Structure with Childcare Facility		2/16/2019	Copper with Lead Solder		Yes																									
Example 3 (DO NOT DELETE)	Business 1	1268	Main St	Brookville	44444	Adams	41.2560	-80.9820	Yes	Inactive	1/15/2018		Non-Lead - Copper	No		Yes	Combination	2.50	8	Installation record (e.g., tap card)	No		10/1/2001	2	12	Installation record (e.g., tap card)	Yes	Customer self-identification	7/2/2017	Never Lead	No	Non-Residential Building		10/1/2001	Non-Lead - Plastic	7/15/2015	No																										
SL1	Service line from well to School	5300	Houston rd	Houston	45333	Shelby	40°14'42.5"N	84°19'49.5"W	Yes	Active			Non-Lead - Plastic	No	2011	Yes	Drinking			Installation date is after the lead ban	No			Non-Lead - Plastic	2011			Installation date is after the lead ban	No		Never Lead	No	Non-Residential Building with School	K	2011	Non-Lead - Plastic	2011	Yes																									
SL2	Service Line from School to Maint. Barn	5300	Houston rd	Houston	45333	Shelby	40°14'29.7"N	84°19'58.3"W	No	Active			Non-Lead - Plastic	No	2011	No	Drinking			Installation date is after the lead ban	No			Non-Lead - Plastic	2011			Installation date is after the lead ban	No		Never Lead	No	Non-Residential Building		2011	Non-Lead - Plastic	2011	No																									
SL3	Service Line from Barn to Baseball Concession	5300	Houston rd	Houston	45333	Shelby	40°14'40.3"N	84°19'59.9"W	No	Active			Non-Lead - Plastic	No	2019	No	Drinking			Installation date is after the lead ban	No			Non-Lead - Plastic	2019			Installation date is after the lead ban	No		Never Lead	No	Non-Residential Building		2019	Non-Lead - Plastic	2019	No																									
SL4	Service Line from Barn to Softball Concession	5300	Houston rd	Houston	45333	Shelby	40°14'33.9"N	84°19'51.2"W	No	Active			Non-Lead - Plastic	No	2018	No	Drinking			Installation date is after the lead ban	No			Non-Lead - Plastic	2018			Installation date is after the lead ban	No		Never Lead	No	Non-Residential Building		2018	Non-Lead - Plastic	2018	No																									