

	<b>Ballantrae/Musselman's Lake and Stouffville Water Distribution Systems</b>	QMS-APP-01-01
	<b>Operational Plan Quality Management System</b>	Page 1 of 1
	Appendix Title: QMS Activity Schedule	

Activity	January	February	March	April	May	June	July	August	September	October	November	December
Valve Inspections												
Valve Chamber Inspections												
Monthly Water Quality Flushing												
Semi-Annual Residual Flushing												
Quarterly Sampling (THM, HAA, NO <sub>3</sub> /NO <sub>4</sub> )												
Lead Sampling		Once						Once				
Annual Hydrant Inspections												
Analytical Equipment Calibration												
Pressure Zone Valve Inspections												
Pressure Zone Valve Verification												
Hydrant Winterizing												
Hydrant Winter Checks												
Sample Station Maintenance												
Annual and Summary Reports												
Backflow Preventer Certification												
Gas Detector/Locator Calibration												
Review QMS-FRM-21-01 Risk Assessment Meeting												
Review Essential Suppliers Management Review												
QMS Meeting												
Internal Audit												
External Audit												
Review Inventories												
Review Training Plans												
Review Emergency Contact List												
Review all QMS Documents												
Review Town Website Content												
Review Continual Improvement Initiatives												
Review Water/Wastewater Plans												
Review Infrastructure												
QMS Awareness Training												
Review Competencies												
Emergency Training and Testing												
Manhole Inspections												
Spot Checks on Sewer												