

 <b>Ballantrae/Musselman's Lake and Stouffville Water Distribution Systems</b> <b>Operational Plan</b> <b>Quality Management System</b> <b>Appendix Title: QMS Activity Schedule</b>		QMS-APP-01-01												
		Page 1 of 1 Revision: 8 Jan. 29,2020												
Activity		January	February	March	April	May	June	July	August	September	October	November	December	
Maintenance	Analytical Equipment Calibration													
	Annual Hydrant Inspections													
	Annual and Summary Reports													
	Backflow Preventer Certification													
	Gas Detector/Locator Calibration													
	Hydrant Winter Checks													
	Lead Sampling	Once						Once						
	Monthly Water Quality Flushing													
	Pressure Zone Valve Inspections													
	Pressure Zone Valve Verification													
	Quarterly Sampling (THM, HAA, NO <sub>3</sub> /NO <sub>4</sub> )													
	Sample Station Maintenance													
	Valve Inspections													
	Valve Chamber Inspections													
Quality Management System	Emergency Training and Testing													
	External Audit													
	Infrastructure Review													
	Internal Audit													
	Management Review													
	Obtain current CALA from Lab													
	QMS Awareness Training													
	QMS Meeting													
	Review Emergency Contact List													
	Review Essential Suppliers List													
	Review Inventories													
	Review QMS Documents & Website Content													
	Review QMS-FRM-21-01													
	Review Training Plans													
	Risk Assessment Meeting													
Update Essential Suppliers Contact Info.														