

QMS-APP-01-01

QMS Activity Schedule

| Activity | | January | February | March | April | May | June | July | August | September | October | November | December |
|-------------|--|---------|----------|--------|-------|-----|------|------|--------|-----------|---------|----------|----------|
| | Analytical Equipment Calibration | | | | | | | | | | | | |
| | Annual Hydrant Inspections | | | ~~~~~~ | ***** | | | | | | | | |
| | Annual Report | | | | | | | | | | | | |
| | Summary Report | | | | | | | | | | | | |
| | Backflow Preventer Certification | | | | | | | | | | | | |
| ø | Gas Detector/Locator Calibration | | | | | | | | | | | | |
| anc | Hydrant Winter Checks | | | | | | | | | | | | |
| Maintenance | Lead Sampling | Once | | | | | Once | | | | | | |
| lain | Monthly Water Quality Flushing | | | | | | | | | | | | |
| Σ | Pressure Zone Valve Inspections | | | | | | | | | | | | |
| | Pressure Zone Valve Verification | | | | | | | | | | | | |
| | Quarterly Sampling (THM, HAA, NO ₃ /NO ₄) | | | | | | | | | | | | |
| | Sample Station Maintenance | | | | | | | | | | | | |
| | Valve Inspections | | | | | | | | | | | | |
| | Valve Chamber Inspections | | | | | | | | | | | | |



| | Emergency Training and Testing | | | | | | |
|---------------------------|--|--|------|------|--|--|------|
| | External Audit | | | | | | |
| | Infrastructure Review | | | | | | |
| | Internal Audit | | | | | | |
| | Management Review | | | | | | |
| terr | Obtain current CALA from Lab | | | | | | |
| Quality Management System | QMS Awareness Training | | | | | | |
| | QMS Meeting | | | | | | |
| | Review Emergency Contact List | | | | | | |
| | Review & Update Essential Suppliers List, Contact information | | | | | | |
| Ma | Review Inventories | | | | | | |
| Quality | Review QMS Documents & Website Content | | | | | | |
| | Review Training Plans | | | | | | |
| | Risk Assessment Meeting | | | | | | |
| | DWWP/MDWL Renewal | | | | | | 2025 |
| | Financial Plan Renewal | | | 2025 | | | |
| | | | | | | | |
| | | | | | | | |

| Revision Number | Date | Change | Reviewed By | Approved By | |
|--------------------|-------------------|---|--------------------|----------------|--|
| 8 | February 11, 2022 | DWWP/MDWL and Financial Plan renewal dates added | Peter W, Jeff T | Brian K | |
| 9 | August 5, 2022 | Revised quarterly sampling dates Revised emergency training and testing dates Removed Review QMS-FRM-21-01 Revised QMS Meeting dates Combined Review & Update Essential Suppliers Information | Peter W, Jeff T | Brian K | |