

QMS-APP-01-01
QMS Activity Schedule

Activity		January	February	March	April	May	June	July	August	September	October	November	December
Maintenance	Analytical Equipment Calibration												
	Residual Device Field Verification												
	Annual Hydrant Inspections												
	Annual Report												
	Summary Report												
	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 ₃ /NO ₄)												
	Sample Station Maintenance												
	Valve Inspections												
	Valve Chamber Inspections												

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
10	December 4, 2023	Revised timing Infrastructure Review from June to May	Jeff T	Jeff T, Matt S

11	September 11, 2025	Revised Annual Hydrant Inspection time frame to reflect activity Revised CALA acquisition to October to reflect expiry of certificate Revised Annual Valve Inspection time frame to reflect activity Revised Annual Valve Chamber Inspection time frame to reflect activity Added Monthly Field Verification of Residual Kits	Patrick W	Matt S, Patrick W
12	September 16, 2025	Updated Analytical Equipment calibration timeline to reflect activity	Patrick W	Matt S, Patrick W