



LOS ANGELES UNIFIED SCHOOL DISTRICT

REFERENCE GUIDE

TITLE: Daily Flushing Requirements For Drinking Fountains and Faucets

NUMBER: REF-3930.6

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ROUTING

All Schools and Offices

PURPOSE: The purpose of this Reference Guide is to provide guidelines for reducing lead in drinking water.

MAJOR CHANGES: This Reference Guide replaces REF-3930.5 (revised July 13, 2015) *Daily Flushing Requirements For Drinking Fountains and Faucets*. The Reference Guide has been updated to reflect new website links and indemnification language for employees performing flushing was added.

BACKGROUND: Lead is a naturally occurring element that can be harmful to humans when ingested or inhaled, particularly to children under the age of six. Lead has been historically used in plumbing, paint and other building materials.

While there are many potential sources of lead exposure, such as old deteriorated paint, lead in the air from industrial emissions, lead in the soil from cars using leaded gasoline and consumer products (imported candy, medicines, toys, dishes, etc.), this policy pertains to reducing lead in potable drinking water at LAUSD.

Most lead gets into drinking water from contact with plumbing components such as faucets and valves made of brass or lead-containing solder. The physical and chemical interaction that occurs between the plumbing and water, known as corrosion, directly contributes to the amount of lead that is released into the water. Although plumbing components installed prior to the 1990's contained more lead than new materials, the amount of lead in the drinking water cannot be predicted by the age of building.

The U.S. Environmental Protection Agency (EPA) has established guidelines specifically for reducing lead in drinking water in schools. The EPA recommends corrective measures whenever lead content exceeds 20 parts per billion (ppb) of lead. LAUSD has adopted a standard (15 ppb) that is lower and more conservative



LOS ANGELES UNIFIED SCHOOL DISTRICT

REFERENCE GUIDE

than that of the EPA.

LAUSD has conducted several studies over the last 30 years. In 2009, the District conducted comprehensive testing of all drinking water sources at all sites. The District has implemented several types of corrective measures to address elevated levels including turning off fixtures, replacement of plumbing components, installation of filters and daily flushing of drinking water sources.

INSTRUCTIONS: I. RESPONSIBILITIES

A. The Local District Superintendent shall ensure that all site administrators comply with this policy, including proper training for those responsible for flushing, and establishing schedules that allow for flushing to be completed prior to the first use of the day. The Local District Superintendent shall also ensure that the Regional Facilities Director establishes an inspection and compliance program through the Area Operations Supervisors.

B. The Site Administrator shall ensure that flushing of fixtures occurs every day prior to first use and the monthly flushing log is completed.

By the 15th of each month, the Site Administrator must certify electronically that all applicable fixtures have been flushed and the log (Attachment A) for the previous month has been completed.

- To certify online go to <https://principalportal.lausd.net/>.
- Click on “Administrator Certification Form”
- Click on “Drinking Water Flushing”

C. Completed Monthly Drinking Water Flushing Logs (Attachment A) shall be kept on file at the school for three years for inspection or review. OEHS will review monthly flushing logs during inspections and notify each Local District of those sites that have not submitted the monthly electronic certification.

II. FLUSHING PROCEDURE

A. All fixtures and fountains that may be used for consumption of water or used for food preparation shall be flushed for a minimum of 30 seconds prior to the first use of the day as outlined below. All schools and offices must comply with this requirement regardless of when the buildings were constructed.

B. Faucets that are not used or intended for use as drinking water or food preparation may be labeled for “Hand Wash Only” or “Laboratory Use



LOS ANGELES UNIFIED SCHOOL DISTRICT REFERENCE GUIDE

Only.” These faucets are not required to be flushed daily (see photo of labels below). Because hose bibs and quick coupler valves are not intended for drinking water, they will not be labeled and are exempt from flushing.



- C. Those responsible for flushing fixtures shall note on the daily log (Attachment A) if the fixture is inoperative, the water is discolored, or has an odor. Any deficiencies shall be reported immediately to the Plant Manager, who will place a service call to the Maintenance and Operations Service Call Desk (213) 745-1600.

To the greatest extent allowed by law, the District will defend and indemnify each District employee who, within the course and scope of employment, performs drinking fountain or sink flushing activities in accordance with District policy from any demands, claims or lawsuits against them arising out of those drinking fountain or sink flushing activities.

III. PROCEDURE FOR REMOVING SCHOOL FROM FLUSHING

- A. The Facilities Services Division (FSD) may request exemption from flushing requirements for schools and offices from OEHS where ALL ACTIVE fixtures are below the District’s threshold.
- B. OEHS will review the request and relevant data and make the determination whether a site is exempt from the flushing requirement. Only those locations notified in writing by OEHS are not required to perform daily flushing. A list of exempted schools may be found at <http://achieve.lausd.net/Page/3956>.

RELATED RESOURCES:

For water quality questions, call the Los Angeles Department of Water and Power at (800) 342-5397 or visit their website at: www.ladwp.com.

EPA. 3Ts for Reducing Lead in Drinking Water in Schools.
<https://www.epa.gov/dwreginfo/reducing-lead-drinking-water-schools-revised-technical-guidance>.



LOS ANGELES UNIFIED SCHOOL DISTRICT REFERENCE GUIDE

ASSISTANCE: For assistance or further information please contact the Office of Environmental Health and Safety (OEHS) 213-241-3199, or visit the OEHS website at:
<http://achieve.lausd.net/oehs>.

ATTACHMENT A Monthly Drinking Water Flushing Log

Name of School: _____

Month/Year: _____

Location (Building/Room): _____

Location Code: _____

Date	Each Fixture Flushed (Y, N)	Location & Equipment ID of Problem Fixtures (inoperative, odors, discoloration or complaints)	Responsible Person's Signature
1			
2			
3			
4			
5			
6			
7			
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Note: All drinking fountains, faucets and cafeteria kitchen faucets used for food/beverage preparation shall be flushed for a minimum of 30 seconds prior to the first use every day. It is the responsibility of the school's Principal or the Site Administrator to ensure that this log is kept up to date and copies are kept on file at all times.