

# FLUSH INSTRUCTIONS

How to prepare your facility for water sampling when closed longer than 3 days or follow-up sampling of taps unused after receiving your initial results

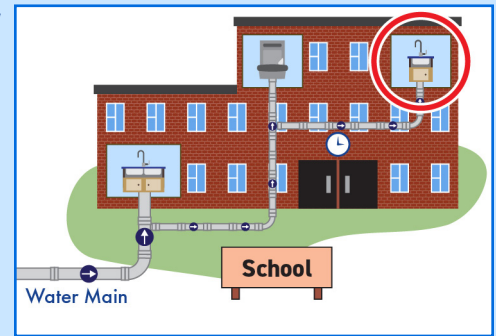
If your facility is closed for the summer, holidays, or longer than 3 days, or taps with restrict use after receiving your initial results follow these steps 2-3 days before you plan to sample. Do NOT flush taps within 2 days of sampling as you may have to repeat the sampling.

- If you are flushing before your initial sampling you will need to flush all drinking and cooking taps.
- If you are flushing before follow up sampling you will only need to flush the taps unused after receiving your initial results.
- If your building has more than one floor, start with the top floor of the building. Only flush one floor at a time.

**Flushing** is the process of clearing out sitting water from pipes by running the water from the faucet. You will need to find where the water main enters your building to conduct flushing. If you don't know where the water main enters, identify the faucet farthest from the main road.

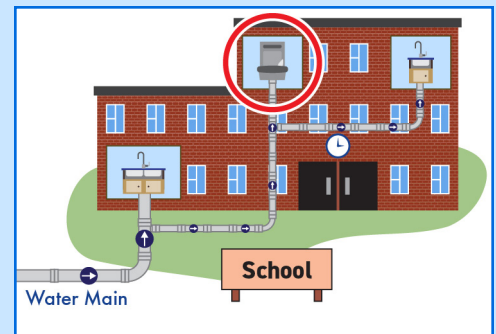
## Step 1. Flush tap farthest from where the main water supply enters the building.

- Turn on the cold water and let it run for **10 minutes**.
- While that tap is running, **if your building has multiple wings**:
  - Locate the tap farthest from where the main water supply enters the building in each wing of the same floor.
  - Turn on the cold water and let those taps also run for **10 minutes** at the same time.
- After 10 minutes for each tap, turn taps off in the order they were turned on.



## Step 2. Flush water fountains on the same floor.

- On the same floor, run all water fountains in your building for **1 minute** one at a time.
- **If your building has multiple wings**, run all water fountains in the wings for the same floor for **1 minute**.



## Step 3. Flush additional taps on the same floor.

- After flushing the farthest tap and water fountains, on the same floor, run any additional taps for **1 minute** one at a time.
- **If your building has multiple wings**, run any additional taps in the wings for the same floor for **1 minute**.

## Step 4. Repeat Steps 1-3 for remaining floors in the building.

- Work from the top floor to the bottom.
- Proceed to sample collection 2-3 days after following these instructions.

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