

2016 LABORATORY REPORTING AGREEMENT
with the Department of Natural Resources
for Private Water Well Sample Analysis and Reporting

Authority

NR 812, Wis. Adm. Code, requires that water well samples collected to meet code requirements must be analyzed by a laboratory that has an agreement with the Department of Natural Resources (DNR) for electronic submission of laboratory test reports, and that the laboratory submit test reports to DNR no later than 30 days after completion of the analysis.

Agreement

- A. Our laboratory, _____(name), agrees to:
1. Submit bacteriological, nitrate, arsenic and special well casing depth area test results and other required data for well water samples submitted to our laboratory for compliance with NR 812, Wis. Adm. Code, (NR 812) using DNR's web-based private water laboratory data entry system available at the following link:
<https://prd.wamsidp.wisconsin.gov/nidp/idff/sso?id=EntLogin&sid=4&option=credential&sid=4>
 2. Submit all data identified in #1 within 30 days after completion of each analysis.
 3. Submit only test results for water well samples analyzed by our laboratory.
 4. Submit test results for water well samples received with Form 3300-77 "First Water Quality Test", for sampling required following construction, reconstruction or replacement of a water well. This includes test results for bacteria and nitrate, and for arsenic in some special well casing depth areas.
 5. Submit test results for water well samples received with Form 3300-265 (rev. 10/14)"Pump Work— Water Test Request," for sampling required following entry into a well or installation of a pump. This includes test results for bacteria following new pump installations, test results for bacteria, nitrate and arsenic following pump work involving entry into an existing well, and follow-up samples for bacteria after an initial bacteria-positive result.
 6. Submit test results for water well samples received with either Form 3300-77 or 3300-265 for sampling required for new or reconstructed water wells in a special well casing depth area.
 7. Provide well constructors and pump installers with the correct water well sample forms as noted above, on request.
 8. Inform well constructors and pump installers of any incorrect forms that are received.
 9. Not accept or provide form 3300-217 or any other outdated or incorrect forms for the uses identified in items 4 and 5 above.
 10. Provide separate forms and not submit test results to DNR for private water well sampling where submittal to DNR is not required, including property transfer well inspections and annual well owner testing.
 11. Submit all data provided by the well constructor, pump installer, or agent, and all data required by the laboratory data entry system. Submit all test results whether or not there is a Unique Well Number.
 12. Submit test results only once for each sample submitted, even if the collector provided both a private water test request form and a public water test request form. Samples submitted to comply with NR 812 may not be used to comply with the Safe Drinking Water Act (SDWA) and vice versa.
 13. Enter bacteriological test results only once for each bacteriological sample bottle submitted, even if the collector provided both Form 3300-77 and Form 3300-265 with the sample bottle.
 14. Inform the well constructor or pump installer that test results for samples collected for bacteria analysis, submitted with a date and time of collection more than 48 hours prior to the date and time of receipt at the laboratory are considered invalid.
 15. Notify DNR if a well constructor, pump installer or agent submits a water well sample with an incorrect form; attempts to use the same sample for two different license holders; or attempts to use the same sample for both NR 812 and SDWA compliance.
 16. Inform the well constructor or pump installer that samples with a chlorine detect will not be tested.
 17. Provide a copy of this agreement and keying instructions (enclosed) to all laboratory staff who will be responsible for submitting data electronically to DNR.
 18. Cooperate with DNR in any potential enforcement action wherein water well samples or test results are an issue including, subject to Wisconsin's Open Records Law, taking steps necessary to ensure

confidentiality of records in the event that such confidentiality is necessary to guarantee uncompromised enforcement actions.

B. DNR agrees to:

1. Provide a list of licensed well drillers and pump installers and their license numbers to your laboratory.
2. Place your laboratory on a list of laboratories with which the Department has entered into an agreement.
3. Post the list of laboratories on the DNR website to identify your laboratory as one that is authorized by DNR to analyze water well samples for NR 812 sampling and reporting requirements.
4. Maintain updated sampling forms, and ensure the regulated community and laboratories have access to the proper forms for NR 812 sampling and reporting requirements.
5. Inform your laboratory when there is a new special well casing depth area that requires additional water well sampling.
6. Provide your laboratory with an annual report card indicating your laboratory's performance in submitting water well sample test results to DNR within 30 days of completion of analysis.

Terms

1. This agreement will become effective for twelve months, beginning January 1, 2016, upon signature of the Laboratory Director, and may be renewed on a yearly basis, subject to the laboratory's satisfactory performance in reporting test results and continued certification. This agreement is separate from the requirements/agreements of ch. NR 149, Wis. Adm. Code, or any other requirement, agreement or license required by law.
2. Should the laboratory be sold, transferred or otherwise come under new management or operational control, the laboratory shall notify the department so that both parties may decide whether to enter into a new agreement.
3. The Department or the laboratory may cancel this agreement for failure of the other party to comply with the terms, conditions, or specifications of the agreement, upon 30 days written notice. Both parties may agree to cancel the agreement upon mutual consent at any time. If the agreement is canceled, the laboratory's name shall be removed from the list of laboratories with which the Department has an agreement.

Our laboratory holds drinking water certification for:

Bacteriological Analysis Nitrate Analysis Arsenic Analysis

Our laboratory subcontracts the following analyses to another certified laboratory:

Bacteriological Analysis Nitrate Analysis Arsenic Analysis

_____ Laboratory Director Name (print)	_____ Signature	_____ Date
_____ Telephone #		_____ DATCP Cert #
_____ e-mail address		_____ DNR Cert #
<u>Liesa Lehmann</u> Chief, Private Water Supply Section	<u><i>Liesa Lehmann</i></u> Signature	<u>12-4-2015</u> Date

Please enclose copies of all of your drinking water test request forms as requested in the cover letter. Thank you!