## Appendix C: Checklist for establishing a recreational water quality monitoring program

Stage	Considerations	Beachwatch support
Site selection	<ul> <li>Identify sites popular for swimming</li> <li>Prioritise swimming sites to monitor using priority matrix</li> </ul>	DPIE Protocol* (Part 2)
Sanitary inspection	<ul> <li>For all monitored swimming sites:</li> <li>Investigate potential pollution sources</li> <li>Complete the sanitary inspection to identify potential sources of faecal contamination</li> </ul>	DPIE Protocol* (Part 3) Sanitary inspection report (DPIE Protocol*, Appendix A)
Microbial water quality monitoring	<ul> <li>Sampling</li> <li>Determine sampling season and frequency (recommend weekly testing during the summer season, aiming for 20 samples per site per year)</li> <li>Develop water quality monitoring procedure guide and field data sheet</li> <li>Train staff in microbial water sampling</li> <li>Get field equipment including sample jars, eskies, ice, thermometer and personal protective equipment (e.g. gloves, hats, booties)</li> <li>Implement quality control and assurance measures</li> <li>Laboratory</li> <li>Identify laboratory for samples to be tested for enterococci (nearby commercial laboratory or in- house)</li> <li>Check laboratory undertakes regular proficiency testing programs</li> <li>Consider laboratory opening days and hours when planning sampling runs. Ideally samples are analysed within 8 hours of collection (but must be analysed within 18 hours of collection)</li> <li>Identify method of enterococci analysis, detection level and turnaround time for results</li> <li>Determine the chain of custody information for submitting samples for laboratory analysis</li> </ul>	DPIE Protocol* (Part 4) Beachwatch QA program
Data management	<ul> <li>Develop a data management procedure</li> <li>Field data – collection (how) and storage (where)</li> <li>Microbial data – delivery (how) and storage (where)</li> <li>Store all water quality data in centralised database</li> </ul>	DPIE Protocol* (Part 4) <u>Beachwatch</u> <u>bacteriological</u> <u>database</u>
Reporting	<ul> <li>Determine how and who will report water quality results</li> <li>Develop some key messages for informing stakeholders about recreational water quality</li> </ul>	DPIE Protocol* (Part 6) <u>Data downloads</u> <u>Weekly star ratings</u> <u>Annual report</u>
Management response	<ul> <li>Develop a management response if poor water quality is identified</li> <li>Notify stakeholders of poor water quality (how, when)</li> <li>Identify existing notification procedures in response to pollution incidents such as sewage overflows</li> </ul>	DPIE Protocol* (Part 7)

\*DPIE Protocol for Assessment and Management of Microbial Risks in Recreational Waters