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| Reporting sample analysis results form |
| Regulation 20 of the Safe Drinking Water Regulations 2025 |
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## Background information

Information requested in this form is collected under the authority of regulation 20 of the Safe Drinking Water Regulations 2025 (the Regulations). Submission of this form satisfies the requirements for a water supplier to provide a report to the Department within 10 days after a water supplier receives analysis results that indicate:

* A contravention of a drinking water quality standard
* In the reasonable opinion of the water supplier, the level of a characteristic measured in the water may pose a risk to public health or result in widespread public complaint.

Please refer to, ‘*Guidance – notification and reporting requirements’* for information relating to situations where sections 18 and 22 of the Act would apply.

## Regulation 20 report

### Water Supplier details

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| Water agency name: |
| Contact name and position: |
| Contact email: |
| Contact phone number: |

### Regulation 20 report details

(a) Written summary of analysis results:

Complete [Table 1: Analytical results for regulation 20](#_Table_1:_Analytical) of this form.

(b) The actions that the water supplier has taken, or proposes to take, in response to the contravention(s) or risk(s).

*Please describe as applicable: 1. immediate actions taken, 2. planned follow-up actions, and 3. any anticipated timelines*.

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## Table 1: Analytical results for regulation 20

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| Trigger for report (a, b, or both).\* | Sample area | Characteristic | Date/Time Sample Taken | Current measurement(s)\*\* | | Date water supplier notified of results | Previous measurement(s) | Related sample results |
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\*a: The result contravenes a drinking water quality standard.

b: In the reasonable opinion of the supplier, the result may pose a risk to public health or lead to widespread public complaint.  
 both: If both the above apply, indicate ‘both’.  
\*\* If you are reporting in relation to a contravention of the turbidity standard, please include the calculated rolling annual data.

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