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SCOTTISH STATUTORY INSTRUMENTS

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**2014 No. 364**

**The Public Water Supplies (Scotland) Regulations 2014**

**PART 11**

**RECORDS AND INFORMATION**

**Maintenance of records**

**37.**—(1) Scottish Water must prepare and maintain, for each water supply zone, a record containing—

- (a) the name of the zone;
- (b) the name of every water treatment works, service reservoir and other supply point from which water is supplied to premises within the zone;
- (c) an estimate of the population of the zone;
- (d) particulars of any departure authorised under Part 7 which applies to water supplied in the zone;
- (e) particulars of the action taken or required to be taken by it to comply with—
  - (i) any default order made pursuant to section 76E of the 1980 Act or Part 13;
  - (ii) any departure authorised under Part 7; and
  - (iii) any notice under regulation 22(2);
- (f) particulars of the result of any analysis of samples taken pursuant to—
  - (i) Part 4;
  - (ii) regulation 16; and
  - (iii) regulation 31;
- (g) a copy of each risk assessment, and any review, recorded under regulation 30; and
- (h) such other particulars as Scottish Water may determine.

(2) Scottish Water must make—

- (a) initial entries in the record in respect of the matters in paragraph (1)(a) to (d) and (e)(ii) within the period of two months beginning with 1st January 2015;
- (b) entries in respect of each order or notice required by paragraph (1)(e)(i) and (iii) within a period of 28 days beginning with the date of the order and notice respectively; and
- (c) entries relating to the results of the analysis of samples within a period of 28 days beginning with the day on which the result is first known to the authority.

(3) Without prejudice to paragraph (2), Scottish Water must at least once in each year review and bring up-to-date the record required to be kept by paragraph (1).

(4) Nothing in this regulation requires Scottish Water to retain a record of any information mentioned in paragraph (1) for a period of more than 15 years beginning with the date on which the information was first entered in the record.