

Checklist of Compliance for Pools and Spas

Pool Classifications

Class A Pool – Competition Pool: A pool built and maintained for competitive aquatic events (such as swimming, diving, water polo, synchronized swimming). These pools follow standards for groups like FINA, USA Swimming, NCAA, or NFHS. They can also be used for recreational swimming when not hosting competitions.

Class B Pool – Public Pool: A pool open to the general public for recreation, with or without an entry fee.

Class C Pool – Semi-Public Pool: A pool not classified as A or B. Use is limited to specific groups such as residents, members, students, or their guests. Examples include pools at hotels, motels, apartments, condos, RV parks, mobile home parks, youth camps, property owner associations, private clubs, and schools or universities (when used for classes or activities).

Class E Pool – Therapy Pool: A pool used for play, instruction, or therapy, typically kept warmer than 86°F.

Class F Pool – Wading Pool: A shallow pool designed for young children (often called a kiddie pool or baby pool).

Public Interactive Water Feature (PIWF): An indoor or outdoor play area with water sprays, jets, buckets, cannons, slides, or similar features designed for people to get wet. These can be stand-alone attractions (like splash pads, spray pads, or wet decks) or connected to a pool's water system.

Entries and Exits

- ☐ **POOLS:** Must have at least **two entries/exits** — one in the shallow end and one in the deep end.
- ☐ If the deep end is **more than 30 feet wide**, there must be an entry/exit on **both sides** of the deep end.
- ☐ Pool areas that are **24 inches deep or less** count as a natural entry/exit.
- ☐ **Shallow end entries/exits** can be: stairs, a ramp, or a beach entry.
- ☐ **Deep end entries/exits** can be: steps/stairs, ladders, grab rails with recessed treads, ramps, beach entries, swimouts, or other approved designs.
- ☐ **Underwater seats and benches do NOT count** as required entries/exits.
- ☐ All steps, stairs, ladders, ramps, beach entries, and recessed treads must have a **slip-resistant surface**.
- ☐ The **front edge (leading edge)** of steps, stairs, recessed treads, and swimouts must be **visibly marked**.
- ☐ **SPAS:** Must have at least **one entry/exit**.
- ☐ **WADING POOLS:** Areas **9 inches deep or less** count as entry areas.

Suction Outlet Covers and Grates

Non-compliant suction outlets or missing covers pose a serious entrapment hazard and may result in IMMEDIATE CLOSURE.

- ☐ All suction outlets must have a cover that is **ANSI/APSP-16 compliant**.
- ☐ Main drains must be covered with an **ANSI- or VGB-compliant drain cover**. A **spare cover** and **installation date documentation** must be kept on-site. **(Immediate closure if cover is broken or missing)**
- ☐ Vacuum outlets must have a **self-closing, self-latching cover** that can only be opened with a tool (unless located inside a covered skimmer basket).
- ☐ All vacuum outlets (if present) must be properly **sealed or covered**.
- ☐ Equalizer lines must be sealed or covered with a **VGB- or ANSI-compliant cover**. A **spare cover** and **installation date documentation** must be kept on-site. **(Immediate closure if cover is broken or missing)**
- ☐ All Suction Outlet Fitting Assemblies (SOFAs) must be **stamped** with: ANSI-16 or VGB compliance, maximum flow rating, approved installation position, approved use (single or multiple outlet), and the cover's service life.
- ☐ The **system flow rate** must never exceed the **maximum flow rating** on the drain cover.
- ☐ Drain covers must be installed according to the **manufacturer's instructions**, using the **corrosion-resistant fittings provided**.
- ☐ Drain covers must be **replaced before the end of their listed service life**.
- ☐ **Unblockable drain covers** must be **stamped "UNBLOCKABLE."**
- ☐ Drains must be installed at least **3 feet apart** or on **different planes**.
- ☐ Pools/spas with a **single drain** pose an entrapment risk. To correct this, one of the following must be done:
 1. Permanently **abandon the drain** if skimmers handle 100% of circulation.
 2. **Retrofit the drain** with an **unblockable drain cover** (per manufacturer instructions).
 3. **Install a Safety Vacuum Release System (SVRS)**. **(Immediate closure if the SVRS is required but is not functional or provided)**
- ☐ Wading pools may **NOT have drains**. They must use **skimmers or overflow gutters** that handle 100% of the circulation flow rate.

Surface Skimming and Gutter Systems

Proper surface skimming ensures clean water and prevents debris buildup.

- ☐ The **water level** must be kept within the designed operating range for the rim, gutter, or skimmer system. **(Immediate closure if the water level is below this range)**
- ☐ A **surface skimming system** is required for all pools and spas.
- ☐ The circulation system must be designed to process 100% of the turnover rate through the skimmers.
- ☐ POOLS: There must be **one skimmer for every 500 sq. ft. of water** (or portion of 500 sq. ft.).
- ☐ SPAS: There must be **one skimmer for every 150 sq. ft. of water** (or portion of 150 sq. ft.).
- ☐ **Perimeter-type skimming systems** (like gutters) must extend around at least **50% of the pool or spa perimeter**.

- ☐ **Skimmer equalizers are prohibited.** Existing equalizers must be **sealed or covered with a VGB-approved equalizer line cover.** **(Immediate closure if equalizers are unprotected)**

Return Inlets

Return inlets must be sufficient to circulate water effectively and safe for swimmers.

- ☐ There must be **at least one return inlet for every 300 sq. ft. of pool or spa surface area** (or portion of 300 sq. ft.).
- ☐ **Return fittings must not create a hazard** for pool or spa users.

Depth Markers and NO DIVING Markers

Proper depth and no diving markers help prevent accidents, injuries, and unsafe diving.

Depth Markers:

- ☐ Must be on **both the pool deck** (visible while standing on deck facing the pool/spa) **and the pool wall** (visible while in the water).
- ☐ Wall markers must be in the **top 4.5 inches of the pool/spa wall**, just under the coping.
- ☐ Deck markers must be **within 18 inches of the water edge**.
- ☐ **At least two, permanent depth markers** are required for every pool or spa, regardless of size or shape.
- ☐ Numbers and letters must be **at least 4 inches high**.
- ☐ Markers must **contrast with the background color** of the deck and pool wall.
- ☐ Markers must be **spaced uniformly, no more than 25 ft apart**.
- ☐ Markers must be at **maximum and minimum depths**, and at all **slope changes**.
- ☐ Markers must be installed at **depth increments no greater than 2 ft**.
- ☐ Deck markers must be **slip resistant**.
- ☐ Units of measurement must **spell out “feet” or “inches”** or use **FT, IN, or fractions of a foot**.
- ☐ Markers must indicate the **actual pool depth within ±3 inches**.

“NO DIVING” Markers:

- ☐ **“NO DIVING”** markers and symbols are required on the **deck**, visible while standing and facing the pool.
- ☐ Deck letters and symbols must be **at least 4 inches high**.
- ☐ The symbol must show a **diver’s profile in a circle with a 45° slash** through it.
- ☐ Letters and symbols must be **permanent and contrast with the background and slip resistant**.
- ☐ Markers must be **within 18 inches of the water edge**.

☐ Markers and symbols must be on **any permanent structure within 5 ft of the water surface**, except for:

- Diving boards or platforms
- ADA-compliant chair lifts
- Slide flumes
- Lifeguard stands
- Bridges over the water

☐ Markers must be placed **adjacent to depth markers** and **no more than 25 ft apart**.

☐ “No Diving” markers are **not required** on:

- Spa decks or walls
- Interior tile line of the pool
- Areas where the pool depth is **5 ft or more**

Safety Rope and Float Lines and Floor Markings

Class A Pools (not used for competitive events or lap swimming):

☐ Must have a **rope and float line**:

1. Positioned **1–2 ft from the 5 ft depth mark**, toward the shallow end.
2. **Floats spaced no more than 7 ft apart** and secured so they **do not slide or bunch**.
3. Rope must provide a **good handhold** and be **strong enough** to support normal user loads.
4. Rope must be **securely fastened** to a **corrosion-resistant wall or deck anchor** that is recessed or removable and **does not create a hazard** when removed.

Class B Pools (over 5 ft deep):

☐ Must have:

1. **Permanent floor markings** to show the transition from shallow to deep, using a **contrasting color**, e.g., **row of floor tile at least 4 inches wide**.
2. A **rope and float line** 1–2 ft from the 5 ft depth mark toward the shallow end.
3. **Floats spaced no more than 7 ft apart**, secured to prevent sliding or bunching.
4. Rope must provide a **good handhold** and be **strong enough** for normal user loads.
5. Rope may be **removed for lap swimming or competitive events**.
6. Rope must be **securely fastened** to a **corrosion-resistant anchor** that is recessed or removable and **does not create a hazard**.

Class C Pools (over 5 ft deep):

☐ Must have **permanent floor markings** showing the shallow-to-deep transition (contrasting color, at least 4-inch row of tile).

☐ **Rope and float line is optional**, but if used:

1. Positioned **1–2 ft from the 5 ft depth mark**, toward the shallow end.
2. **Floats spaced no more than 7 ft apart**, secured to prevent sliding or bunching.
3. Rope must provide a **good handhold** and be **strong enough** for normal user loads.
4. Rope must be **securely fastened** to a **corrosion-resistant anchor** that is recessed or removable and **does not create a hazard**.

- ☐ **Wave pools, surf pools, and waterslide landing pools** are **not required** to provide a safety rope on the shallow side of the floor slope change.

Enclosures for Class A and B Pools, and Pools at Residential Youth Camps

Proper enclosures prevent unauthorized access and help keep swimmers safe.

- ☐ All pool and spa yards must be **completely enclosed** by a **durable fence, wall, or equivalent barrier** that is **not easily climbed**. Enclosures can surround multiple pools/spas.
- ☐ **Planters, light poles, and other structures** must be **at least 36 inches outside** the enclosure.
- ☐ Any structures **inside the enclosure** must **not make the fence easier to climb from outside**.
- ☐ **Tree limbs** must be trimmed to prevent climbing over the enclosure.
- ☐ **Solid barriers** must be smooth and free of **indentations or protrusions** that could be used as a hand or foot hold.
- ☐ **Spacing under the fence:**
 - **Non-solid surfaces** (grass, gravel): ≤ 2 inches
 - **Solid surfaces** (concrete): ≤ 4 inches
- ☐ **Fence openings:**
 - **Diagonal bars:** max 1-3/4 inches, max angle 45°
 - **Chain link mesh:** max 1-3/4 inches
- ☐ Buildings forming part of the enclosure may have doors/gates **only if** they provide access to:
 - Storage room
 - Restroom
 - Shower/dressing room
 - Mechanical room next to the pool/spa.
 - The room must **not have doors/gates to the outside** of the pool/spa yard enclosure.
- ☐ The **enclosure, including gates/doors**, must be **at least 6 ft tall** from ground to top.
- ☐ No openings in or under the enclosure may allow a **4-inch sphere** to pass through.
- ☐ No **horizontal mid-rails** allowed.
- ☐ The enclosure must be constructed so it **cannot be readily climbed**.
- ☐ **Utility/service doors or gates** must remain **locked when not in use**.
- ☐ All doors/gates must be **continuously supervised by staff** during pool hours or **locked** to prevent unauthorized access.
- ☐ No **windows under 6 ft from the ground** may be opened.
- ☐ Gates/doors must **open outward**, away from the pool/spa.
- ☐ Gates/doors must be **lockable** and **locked whenever the pool/spa is not open for use or closed for:**
 - Repairs

- Hazards
- Weather-related hazards
- Manual addition of chemicals
- Any other condition that warrants closure

Enclosures for Class C and D Pools

Proper enclosures prevent unauthorized access and help keep swimmers safe.

- ☐ All pool and spa yards must be **completely enclosed** by a **durable fence, wall, or equivalent barrier** that is **not easily climbed**. Enclosures can surround multiple pools/spas.
- ☐ **Planters, light poles, and other structures** must be **at least 36 inches outside** the enclosure.
- ☐ Any structures **inside the enclosure** must **not make the fence easier to climb from outside**.
- ☐ **Tree limbs** must be trimmed to prevent climbing over the enclosure.
- ☐ **Solid barriers** must be smooth and free of **indentations or protrusions** that could be used as a hand or foot hold.
- ☐ **Spacing under the fence:**
 - **Non-solid surfaces** (grass, gravel): ≤ 2 inches
 - **Solid surfaces** (concrete): ≤ 4 inches
- ☐ **Fence openings:**
 - **Diagonal bars:** max 1-3/4 inches, max angle 45°
 - **Chain link mesh:** prohibited for enclosures built or replaced after **October 1, 1999**.
- ☐ Buildings forming part of the enclosure may have doors/gates **only if** they provide access to:
 - Storage room
 - Restroom
 - Shower/dressing room
 - Mechanical room next to the pool/spa.
 - The room must **not have doors/gates to the outside** of the pool/spa yard enclosure.
- ☐ The **enclosure, including gates/doors**, must be **at least 48 in tall** from ground to top.
- ☐ No openings in or under the enclosure may allow a **4-inch sphere** to pass through.
- ☐ No **horizontal mid-rails** allowed for enclosures built or replaced after **January 1, 2021**; horizontal bars on fences must be spaced at least **45 inches** apart.
- ☐ The enclosure must be constructed so it **cannot be readily climbed**.
- ☐ **Utility/service doors or gates** must remain **locked when not in use**.
- ☐ **Windows** that can **open into the pool yard** must either be **higher than 48 inches** from the outside ground, only open up to **4 inches**, or have a **permanent** screen.
- ☐ All gates and doors must **close and latch** by themselves.
- ☐ All gates and doors must swing **outward**, away from the pool or spa.

- ☐ All gates and doors must be **able to lock** and must be **locked** whenever the pool or spa is **closed**.
- ☐ Gates and doors must stay locked when the pool/spa is closed for repairs, unsafe conditions, bad weather, chemical treatment, or any other reason it is not open.
- ☐ For pools/spas built **after January 1, 2021**, gates and doors must have opening hardware (like a latch or handle) at least **42 inches** above the ground, or the opening hardware must be on the inside of the gate at least **3 inches** below the top.
- ☐ For pools/spas built **after January 1, 2021** that have the latch located **3 inches** below the top of the gate on the inside, the gate or fence must have no openings larger than $\frac{1}{2}$ inch within **18 inches** of the latch (**including the space between the gate and post**). In this case, the latch must also be at least **42 inches** above the ground unless it can only be opened with a **key, card, or combination** from both sides.

Enclosures Subject to HSC 757

Proper enclosures prevent unauthorized access and help keep swimmers safe.

- ☐ Applies to **pools owned, controlled, or maintained by**:
 - The owner of a **multi-unit rental complex** (apartment, hotel, RV park, etc.), or
 - A **property owners association** where doors and windows of dwellings open into the pool yard.
- ☐ Enclosure must be at least **48 inches tall** (from ground to top).
- ☐ **Openings under the fence/enclosure** must not allow a **4-inch sphere** to pass under.
- ☐ **Vertical bars spacing**:
 - If **horizontal bars are at least 45 inches apart**, vertical spacing must not allow a **4-inch sphere** through.
 - If **horizontal bars are less than 45 inches apart**, vertical spacing must not allow a **1¾-inch sphere** through.
- ☐ **Prohibited materials/designs (after Jan 1, 1994)**:
 - **Chain link fencing**
 - **Diagonal bars** in fences less than **49 inches tall**
- ☐ **Decorative cutouts/designs** cannot have openings larger than **1¾ inches** in any direction.
- ☐ **Solid walls/fences** may not have indentations or protrusions that make them climbable.
- ☐ **No permanent equipment or structures** can be placed near the enclosure if they make climbing over possible.
- ☐ **Building walls** may be part of the enclosure only if **doors and windows** in the wall meet compliance rules.
- ☐ **Gates**:
 - Must be **self-closing** and **self-latching**.
 - Must be **lockable** (by padlock, key, card, or combination).
 - Must **swing outward, away from the pool**.
- ☐ **Gate latch placement**:
 - Standard: **60 inches or higher above ground**.

- May be **lower than 60 inches** if:
 - Latch is on the **pool side** of the gate,
 - Latch is **within 3 inches of the top of the gate**, and
 - There are **no openings larger than ½ inch** within **18 inches** of the latch.
- May be **42 inches or higher above ground** if the gate **can only be opened by key, card, or combination** on both sides.

☐ **Older enclosures (before Jan 1, 1994):**

- Chain link is allowed if openings do not allow a **2¼-inch sphere** to pass through.
- Horizontal bars may be **36 inches apart** if vertical spacing does not allow a **4-inch sphere** through.

☐ **No doors, sliding glass doors, or French doors** may open directly into the pool yard (**construction on or after Jan 1, 1994**).

☐ **Doors opening into pool yard must have:**

- A latch that **automatically locks when closed**
- A **spring-loaded hinge, automatic closer, or similar device** to shut the door automatically
- A **keyless deadbolt** placed between **36–48 inches above the floor**

☐ **French doors opening into pool yard:**

- One door must comply with the above requirements.
- The other must have:
 - A **keyed deadbolt or keyless device** that locks into the doorjamb above, and
 - A **keyless lock or bolt** at the floor/threshold with at least a **¾-inch throw**.

☐ **Sliding glass doors opening into pool yard:**

- Must have a **sliding handle latch or security bar** less than **45 inches above floor**, and
- A **pin lock** less than **48 inches above floor**.

☐ **Special exceptions:**

- Doors from **non-residential areas** of a building that have **no access outside the pool yard** don't need extra locks.
- **Older locks installed before Sept 1, 1993** (deadbolt, pin lock, or security bar) may be installed lower than **54 inches**.

☐ **Deadbolts installed after Sept 1, 1993** must have at least a **1-inch throw**.

☐ **Building walls used as part of enclosure:**

- **Built before Jan 1, 1994:** Every window must have a **latch** and the **screen must be secured** (with screws, latches, etc.).
- **Built on or after Jan 1, 1994:** **Ground-floor windows** must be **permanently closed** and not able to open.

Signage

☐ **General Sign Requirements**

- Signs must be **securely mounted, easy to see**, and posted **inside the pool yard**.

- Sign panels and lettering must be **durable for weather**.
- **Branding or artwork** must **not distract** from the message.
- Signs must have a **distinct border**.
- Signs can be **combined on one panel** or **posted individually**.
- If most users **do not speak English**, signs may be posted in their **predominant language** in addition to English.
- Any variation of required signs must be **approved by the department** before posting.

☐ **Required Signs at Pools (4-inch font)**

1. **"WARNING – NO LIFEGUARD ON DUTY"** – Where no lifeguard is required or provided.
2. **"NO DIVING"** and the **international no diving symbol** – Where no lifeguard is required or provided.
3. **"IN CASE OF EMERGENCY, DIAL 911"**

☐ **Required Signs at Pools (2-inch font)**

1. Directions to the **emergency phone** if it is not visible.
2. **Maximum user load limit**.
3. **"PETS IN THE POOL ARE PROHIBITED"**
4. **"DO NOT SWIM IF YOU HAVE BEEN ILL WITH DIARRHEA WITHIN THE PAST 2 WEEKS"**
5. **"CHANGING DIAPERS WITHIN 6 FEET OF THE POOL IS PROHIBITED"**
6. **"GLASS ITEMS NOT ALLOWED IN THE POOL YARD"**
7. **"PERSONS UNDER THE AGE OF 14 MUST NOT BE IN THE POOL WITHOUT ADULT SUPERVISION"** – Where no lifeguard is required or provided.
8. **"EXTENDED BREATH HOLDING ACTIVITIES ARE DANGEROUS AND PROHIBITED"**

☐ **Required Signs at Pools (1-inch font)**

1. **Precise pool location** (address, directions, GPS, building number, etc.) near or with the emergency phone.
2. **Hours of operation**.
3. **Location of drinking water** if not provided in the pool yard (for pools built/remodeled after Jan 1, 1999).

☐ **Required Signs at Spas (4-inch font)**

1. **"WARNING – NO LIFEGUARD ON DUTY"** – Where no lifeguard is provided or required.

☐ **Required Signs at Spas (2-inch font)**

1. **Location of nearest emergency phone** if not visible.
2. **"EMERGENCY SPA SHUTOFF"**
3. **"DO NOT SWIM IF YOU HAVE BEEN ILL WITH DIARRHEA WITHIN THE PAST 2 WEEKS"**
4. **"PERSONS UNDER THE AGE OF 14 MUST NOT BE IN THE SPA WITHOUT ADULT SUPERVISION"** – Where no lifeguard is required.
5. **"PETS IN THE SPA ARE PROHIBITED"**

☐ **Required Signs at Spas (1-inch font)**

1. **"DO NOT USE THE SPA IF WATER TEMPERATURE IS ABOVE 104°F"**
2. **Maximum user load**

☐ **Required Signs at Public Interactive Water Features (PIWFs) (2-inch font)**

1. **“NON-SERVICE ANIMALS PROHIBITED”**
2. **“CHANGING DIAPERS WITHIN 6 FEET OF THE WATER FEATURE IS PROHIBITED”**
3. **“USE OF THE WATER FEATURE IF ILL WITH A CONTAGIOUS DISEASE IS PROHIBITED”**
4. **“DO NOT DRINK WATER FROM THE WATER FEATURE”**
5. **“USE OF THE WATER FEATURE WHEN ILL WITH DIARRHEA IS PROHIBITED”**

☐ **Other Required Signs**

1. **Filter Sign:** “DO NOT START THE SYSTEM AFTER MAINTENANCE WITHOUT FIRST PROPERLY REASSEMBLING THE FILTER AND SEPARATION TANK AND OPENING ALL AIR RELEASE VALVES.” – Must be posted near the filter.
2. **Spa Alarm Sign:** “ALARM INDICATES SPA PUMPS OFF. DO NOT USE SPA WHEN ALARM SOUNDS AND LIGHT IS ILLUMINATED UNTIL ADVISED OTHERWISE.” – Required for spas with audible alarms and emergency shutoff lights.
3. **Pump Room Door/Gate:** Warning against **unauthorized entry**.
4. **Chemical Storage Door/Gate:**
 - **Warning against unauthorized entry**
 - **Statement of expected hazards**
 - **Location of associated safety data sheet forms**
 - **Chemical hazard NFPA chart**

Drinking Water

Access to safe drinking water helps prevent dehydration and heat-related illnesses.

- ☐ Drinking water must be **available at all times** for any pool or spa built **after October 1, 1999** while the pool is open.
- ☐ Drinking water may be provided **in the pool area** via a **water fountain or bottled water**.
- ☐ If drinking water is **not in the pool area**, a **sign with at least 1-inch font** must indicate its location.
- ☐ **A faucet, spigot, or sink** does **not** meet these requirements.
- ☐ Drinking water **does not need to be chilled** or located in the pool/spa yard.

Diving Facilities

- ☐ Diving equipment must be **slip-resistant**.
- ☐ **Steps, pool stairs, ladders, underwater benches, underwater ledges, special features**, and other accessory items must be **outside the minimum diving water envelope**.
- ☐ Diving equipment must be installed **according to manufacturer’s specifications**.
- ☐ A **permanent label** must be attached to the diving board or diving stand in a **readily visible location** and include:
 - **Minimum diving water envelope** required for the diving board and stand combination
 - **Manufacturer’s name and address**
 - **Manufacturer’s identification and date of manufacture**
 - **Maximum allowable weight** of the user

- ☐ The **manufacturer must provide use instructions** for the diving equipment.
- ☐ Diving stands higher than **21 inches** must have **stairs or a ladder**.
- ☐ Diving equipment **39 inches or higher** must have a **guardrail at least 30 inches above the diving board**.
- ☐ **Starting blocks** must be located at a water depth of at least **5 ft**.

Lighting

- ☐ Pools/spas used at **night** must have lighting that allows clear visibility of **all areas of the pool/spa**, including **all suction outlets** on the bottom, while standing on the deck at the water's edge.
- ☐ Lighting must be bright enough so that someone on the deck or in a **lifeguard stand** can:
 - See if a swimmer is lying on the bottom.
 - Confirm that the **water is transparent** and free of cloudiness.
- ☐ Pools/spas operating during times of **low light** must have **emergency lighting** that:
 - Turns on **automatically** during a power failure.
 - Provides at least **0.1 foot-candle** on the water surface.
 - Provides at least **1 foot-candle** on the deck.

Safety Equipment

- ☐ **Ring Buoys and Reaching Poles**
 - **Pools up to 2,000 sq. ft.:** 1 ring buoy and 1 reaching pole required.
 - **Pools 2,000–4,000 sq. ft.:** 2 ring buoys and 2 reaching poles required.
 - **Pools 4,000–6,000 sq. ft.:** 3 ring buoys and 3 reaching poles required.
 - **Pools 6,000–10,000 sq. ft.:** 4 ring buoys and 4 reaching poles required.
 - **Pools over 10,000 sq. ft.:** 5 ring buoys and 5 reaching poles, **plus 1 additional ring buoy and reaching pole** for every additional 4,000 sq. ft. (or fraction thereof).
 - Ring buoys and reaching poles must be **visible** and **easily accessible** from all areas of the pool yard.
- ☐ **Reaching Poles**
 - Must be **light, strong, non-telescoping**, and at least **12 ft long**.
 - Must be made of **fiberglass** or other **non-conductive material**.
 - Must have a **body hook or shepherd's crook** with blunted ends attached.
- ☐ **Ring Buoys**
 - Must be **USCG-approved** and rated for **commercial use**.
 - Diameter must be **15–24 inches**.
 - Must be attached to a **throwing rope** that is at least **2/3 the maximum width of the pool**.
 - Throwing rope must be **1/4–3/8 inch in diameter**.
- ☐ **Emergency Shutoff Switches**

- ☐ Required for **each pool and spa**. Can be **shared** for multiple bodies of water or **separate** for each.
- ☐ Must **shut off all pumps** associated with the pool or spa (including jets and PIWF pumps if connected).
- ☐ Must be located **5–10 ft from the water's edge, within sight** of the pool/spa.
- ☐ SPAS: Shutoff must have an **audible alarm** (≥80 dB) and a **light near the spa** that stays on until deactivated.

☐ SPAS: Jets may only operate via a **timer** not exceeding **10 minutes**.

☐ SPAS: A **clock** must be visible to users.

Emergency Phones

☐ **At least one emergency phone** or emergency summoning device capable of immediately contacting emergency services must be located **within 200 feet** of the water, **readily accessible**, and **functional** whenever the pool/spa is open.

☐ For **seasonal pools/spas**, the device must function **24 hours a day** during the season.

☐ **Clear operating instructions** must be posted near the phone/device.

☐ The phone/device must be **visible, easily identifiable**, and **free of obstructions**.

☐ The phone/device **may not be answered by an on-site office** unless the pool/spa is in a **remote area** with **limited or delayed emergency response**, and on-site employees are **trained and certified** to perform emergency medical intervention while the pool/spa is open.

☐ The phone/device must be capable of making calls to **911 dispatch** or an **emergency service**.

☐ When activated, the phone/device must **directly connect** to a **24-hour monitoring service, 911 dispatch**, or **emergency medical services**.

☐ If a **cell phone** is used as the emergency phone, it must be **mounted, labeled**, have a **permanent power supply**, and be able to **reach the emergency service provider or 911**.

☐ A **sign** must be posted above the phone/device with the **precise location** of the pool/spa (address, building number, GPS location, or other identifying info) in letters **at least 1 inch high**.

Lifeguards

☐ **Class A pools** must have lifeguards **during competitive events**.

☐ **Class B pools** must have lifeguards **whenever the pool is open**.

☐ Lifeguards are required at any pool where a user enters the water from a **height above the deck or wall**, including:

- Diving boards
- Diving platforms
- Drop slides or waterslides
- Starting platforms
- Zip lines
- Climbing walls

☐ Lifeguards must be provided for **youth recreational groups**, such as camps, visiting childcare groups, or school groups. A **minimum of two lifeguards** must be present, either provided by the facility or the group using the pool.

☐ **Spas** do **not** require lifeguards.

☐ A **staffing plan** must be prepared by the pool operator, lifeguard supervisor, or pool owner and must:

- Specify the **number of on-duty lifeguards**.
- Ensure **adequate supervision** and **close observation** of all users at all times.
- Be **available on-site**.
- Be **provided to the inspector** upon request.

☐ Each lifeguard must be assigned a **specific surveillance area** and must have **clear visibility of that area**.

☐ Lifeguards **cannot be assigned other duties** that distract from observing pool users.

☐ Lifeguards must be allowed **breaks** from guarding, as recommended by **ARC** or an equivalent organization.

☐ **Required training and drills:**

1. **Pre-season training**
2. **In-service training:** at least **60 minutes for every 40 hours of employment**
3. Review of **CDC contamination standards** for formed-stool, diarrheal-stool, vomit, and blood contamination
4. **Performance audits** per ARC, YMCA, or equivalent organization recommendations
5. An **Emergency Action Plan (EAP)** for submersion, suspected spinal injury, medical emergencies, thunderstorms, missing persons, bad weather, or chemical exposure

☐ **Emergency Action Plan (EAP)** must include:

- A list of **emergency phone numbers** and trained personnel contacts
- Location of **first-aid kit** and other rescue equipment (**AED, BVM, backboard(s)**)
- A plan for **inclement weather** and **evacuation areas**
- A plan following the **CDC and prevention standards** for responding to formed-stool contamination, diarrheal-stool contamination, vomit contamination, and contamination involving blood. LINK: [Responding to Pool Contamination | Healthy Swimming | CDC](#)

☐ **Records** (kept for 3 years) must include and be available upon request:

- Each lifeguard's **certification** and **expiration date**
- **In-service training records:** date, length, topic, trainer, and attendees

☐ Lifeguards must have access to **safety equipment:**

- **OSHA-compliant first aid kit** with at least **24 units**, in a **durable weather-resistant container**, stocked with disease transmission barriers and cleaning supplies
- At least one **backboard** with **head immobilizer** and enough straps to immobilize a person within **2 minutes** response time
- At least one **portable AED** and one **BVM**, easily accessible to lifeguards or trained personnel

☐ **Lifeguard stands:**

- Required where **water depth is greater than 5 feet**
- Must have a **protective umbrella or sunshade**
- Positioned to provide an **unobstructed view** of the assigned area

- Free from hazards such as overhead electrical wires

☐ Each lifeguard must have **personal equipment**:

- **Uniform** that clearly identifies them as a lifeguard
- **Rescue tube** with attached rope or strap
- **Personal protective devices**: resuscitation mask with one-way valve and **non-latex, single-use gloves**
- **Whistle** or other signaling device for communication

Dressing and Sanitary Facilities

☐ **Dressing and sanitary facilities are not required** at pools/spas located at **apartments, hotels, HOAs, RV parks, or mobile home parks.**

☐ Where facilities are **required**:

- **Pools/spas less than 7,500 sq ft** of water surface must have **dressing facilities** and at least **one cleansing shower for males and one for females.**
- **Pools/spas 7,500 sq ft or more** must have **dressing facilities** and at least **one cleansing shower for males and one for females for every 7,500 sq ft or portion of 7,500 sq ft.**

☐ At least **one rinse shower** must be provided **on the deck or at the entrance** of each pool.

☐ **Cleansing showers** must provide **heated water** at **90–120°F.**

☐ **Rinse showers** do **not** require heated water.

☐ **Soap dispensers** must be provided at each **sink and cleansing shower.**

- Must dispense **liquid or powdered soap**
- **Reusable cake soap is prohibited**
- **Soap dispensers may not be provided at rinse showers**
- Must be made of **metal or plastic**

☐ **Toilet paper holders** must be provided at each **toilet.**

☐ **Mirrors** must be **shatter-resistant.**

☐ **Sanitary napkin receptacles** must be provided:

- **In each toilet compartment for females**
- **In the cleansing area of showers for female use only**

☐ **Sanitary napkin dispensers** must be provided in **each bathroom for females.**

☐ **Baby changing tables** are required in **bathrooms with two or more toilets.**

Pool Rules

☐ **Domestic animals and pets** are **prohibited** in the pool/spa and within the pool/spa enclosure.

- ☐ **Service animals** permitted under **28 CFR §36.302(c)** and **24 CFR §100.204** must be allowed on the **deck** and within the **pool/spa yard**, but **may not enter the water**.
- ☐ **Personal flotation devices (PFDs)** that are **USCG-approved** cannot be prohibited for use in the pool/spa.
- ☐ **Food and beverages:**
 - May be consumed in the pool/spa **only if it is privately owned and operated**.
 - **Glass containers** and **glass furniture** are **prohibited** in the pool/spa, on the deck, or anywhere within the pool/spa yard.
 - Any food or beverage in the pool/spa area must be in **non-breakable containers**.

All Equipment Rooms

Equipment rooms must be safe, accessible for maintenance, and secure from unauthorized use.

- ☐ The equipment room must be **large enough** to allow routine operation, inspection, and maintenance of all equipment.
- ☐ A **sign** must be posted at the entrance warning against **unauthorized entry**.
- ☐ All circulation equipment (pumps, filters, etc.) must be **inaccessible to pool and spa users**.
- ☐ The **floor** must be made of concrete or another **smooth, slip-resistant material** with **proper drainage**.
- ☐ Floors must **slope toward a floor drain** to prevent standing water.
- ☐ At least **one hose bibb** with a **backflow preventer** must be inside the equipment room or close enough to service the entire room with a hose.
- ☐ The room must have **lighting of at least 30 foot-candles at floor level**.
- ☐ **Electrical equipment** and **combustion equipment** (like heaters) must **not** be exposed to air with corrosive chemical fumes unless the equipment is **listed and labeled** for that environment.
- ☐ There must be **no ducts, grilles, pass-throughs, or openings** between equipment rooms and chemical storage areas.

Equipment Rooms which Open into an Indoor Aquatic Facility

Prevent spills, fumes, and unauthorized access from affecting the pool or spa area.

- ☐ The **floor must slope back into the equipment room** so any spills or leaks **do not flow under the door** into the pool or spa area.
- ☐ The **door must have an automatic closer and lock** that **fully closes and latches without human help**.
- ☐ The **automatic lock** must require a **key or combination** to open from the pool/spa side, but **must be able to open from inside the room with one hand** and without a key or tool.
- ☐ All sides of the door must have a **gasket** to **prevent air, fumes, or chemical vapors** from passing through when closed.

General Circulation Requirements

Formulas:

- Turnover rate (hr) = Pool volume (gal) / Flow Rate (GPM) / 60 min.
- Minimum flow rate (GPM) = Pool volume (gal) / Turnover Rate (hr) / 60 min.

Maximum turnover rates **(cannot be exceeded)**:

- POOLS: 1.5 times the maximum depth of the pool, not to exceed 6 hours
- SPAS: 30 minutes
- WADING POOLS: 1 hour

- ☐ A **flow meter** must be installed, set up per the manufacturer's instructions, and accurate to within **±10% of actual flow rate**.
- ☐ All **gauges and meters** must be installed correctly and in good working order.
- ☐ The circulation system must be **free of leaks**.
- ☐ **Manufacturer instructions** for all equipment must be kept on-site.
- ☐ A written **operation and maintenance plan** for the circulation system must be available.
- ☐ **The use of chlorine gas is prohibited.**

Electrical Requirements

Proper electrical installation and protection is critical to prevent shock or fire hazards.

- ☐ A **licensed electrician** must install, maintain, repair, or replace all electrical systems for pool/spa and yard structures.
- ☐ **Temporary extension cords or power connectors** may **not** be used as a substitute for permanent wiring.
- ☐ Any part of an extension cord must be **more than 6 feet from the edge** of the pool/spa unless a **permanent wall** separates the cord from the water.
- ☐ The circuit supplying power to an extension cord **within 6 feet of the pool/spa** must have **GFCI protection**.
- ☐ All electrical installations must comply with **NFPA 70 (National Electrical Code)**.

Special Flood Zone Requirements

Proper flood protection is essential to prevent damage, electrical hazards, and contamination during flooding.

- ☐ Equipment must be **elevated to or above the design flood level** or securely **anchored** to prevent floating. All equipment must also be **protected to keep water out** and prevent accumulation inside components during a flood.
- ☐ Electrical equipment installed **below the design flood level** must have **branch circuits with GFCI protection** to protect personnel from electrical shock.

Piping

Proper labeling of all pipes and valves is required for operator safety, accurate chemical handling, and proper system maintenance.

☐ All circulation system piping must have **directional arrows** showing the flow of water.

☐ The following lines must be **clearly labeled**:

- Main drains and skimmer lines
- Filtered water
- Make-up water
- Chlorine or other disinfection feeds
- Acid or pH feeds
- Compressed air lines
- Gutter lines
- Chemical sample piping
- Pool heating lines

☐ **All valves** must be clearly numbered using a **permanent tag** (brass, plastic laminate, or similar). Each valve's **function must be described** and referenced in the **operating instruction manual**.

Pumps and Motors

DO NOT OPERATE THE PUMP IF ANY DRAIN COVERS OR SUCTION OUTLET COVERS ARE LOOSE, BROKEN, OR MISSING. IMPROPERLY COVERED DRAINS POSE A SERIOUS ENTRAPMENT HAZARD.

☐ A **vacuum gauge** must be installed on the **suction side** of the pump.

☐ The pump must have a **cleanable strainer** that is **easily accessible** and can be **cleaned regularly**.

Filters

Proper filter operation and maintenance are critical to water quality and safe pool operation.

☐ A sign must be posted near the filter stating:

"DO NOT START THE SYSTEM AFTER MAINTENANCE WITHOUT FIRST PROPERLY REASSEMBLING THE FILTER AND SEPARATION TANK AND OPENING ALL AIR RELEASE VALVES."

☐ The system must have **two pressure gauges** installed **or** one pressure gauge with a **dual-adjustable dial**.

☐ The **backwash routine** must follow the **manufacturer's instructions**, based on pressure differentials or flow rate changes.

Disinfectant Equipment and Chemical Feeders

Proper chemical feeding is critical to maintain safe water and prevent over- or under-dosing.

- ☐ Feeders must be able to **introduce enough sanitizer** to maintain the correct levels under all normal operating conditions.
- ☐ Install feeders **according to the manufacturer's instructions**.
- ☐ Pool/spa water must be **continuously disinfected** with **chlorine or bromine**.
- ☐ **Chlorine gas is prohibited.**
- ☐ **Automatic feeders** must meet **NSF Standard 50** for commercial pools/spas.
- ☐ Where automatic feeders are used, **controllers** that adjust chemical feed **manually or automatically** are required.
- ☐ Automatic feeder systems must be **selected and monitored** so that **continuous and effective disinfection** is achieved under all conditions.
- ☐ Automatic feeders must be able to maintain:
 - **Up to 5 ppm chlorine** (or equivalent bromine) in **outdoor pools/spas**
 - **Up to 3 ppm chlorine** (or equivalent bromine) in **indoor pools/spas**
- ☐ **Skimmers may not** be used to dispense disinfectants, pH adjusters, or algaecides.
- ☐ **Floating dispensers may not** be used to dispense disinfectants, pH adjusters, or algaecides.
- ☐ All **chemical bulk and day tanks** must be **clearly labeled** to show the tank's contents.

Heating/Heaters

- ☐ There must be a **way to monitor water temperature** at all times.
- ☐ **Public access to heater controls is prohibited** to prevent tampering or accidental injury.
- ☐ **Spa water temperature** may **not exceed 104°F**.

Backflow Prevention

Proper backflow prevention is critical to prevent contamination of the water supply.

- ☐ The **backwash line** must discharge through an **air gap** — the pipe should be positioned at least **two pipe diameters above** the overflow level of any barrier that could cause flooding or submergence of the discharge opening.
- ☐ The **water supply line** must be protected from backflow **either** by an air gap (as described above) **or** with a **backflow prevention device** such as a **Reduced Pressure Zone (RPZ)**.
- ☐ **RPZ devices** must be **inspected at least once per year** to ensure proper function.

Water Supply

Proper water supply and backflow prevention are essential to protect swimmers from contamination.

- ☐ Water must come from a **potable (safe-to-drink) source**.

- ☐ There may **not** be any **direct connections** between the pool/spa and the potable water supply.
- ☐ The water supply line must be protected from backflow using **either an air gap** or a **backflow prevention device** (such as an RPZ).
- ☐ **Double check valves are not permitted for commercial pools or spas.**
- ☐ The **air gap** must be **at least twice the diameter** of the discharge pipe.
- ☐ **RPZ devices** must be **inspected every 12 months**.
- ☐ All **hose bibbs servicing the pool area** must have a **vacuum breaker**.

Private Water Supply – does not meet the definition of a public water system

- ☐ The water system must maintain a **minimum pressure of 35 psi** at all points in the distribution network at a flow rate of at least **1.5 gpm per connection**.
- ☐ If the system provides **firefighting capability**, it must maintain a **minimum pressure of 20 psi** under combined fire and drinking water flow conditions.
- ☐ The water system must **never drop below 20 psi** at any time in the distribution network.
- ☐ **Coliform testing** of well water must be performed **monthly** while the pool/spa is open.
- ☐ **Bacteriological test results** must be kept **on-site for at least three years**.
- ☐ **Chemical analysis** must include **secondary constituent levels**.
- ☐ **Water samples** for chemical analysis must be taken from the **entry point to the distribution system** and submitted **once every three years** to a **TCEQ-certified lab**.
- ☐ **Records of all chemical testing** must be kept **on-site for at least three years**.

Chemical Storage

Proper chemical storage is critical to protect the health of staff and swimmers and to prevent accidents or chemical exposures.

- ☐ At least **one dedicated chemical storage area** is required for the **safe storage of all pool and spa chemicals**.
- ☐ An **emergency eyewash station** must be available **inside the chemical storage area**.
- ☐ **Outdoor chemical storage areas** must be:
 - Well-ventilated
 - Fully enclosed by a **fence at least 6 feet high**
 - Equipped with a **self-closing, self-latching gate** with a **permanent lock**
 - Designed to **prevent unauthorized access**
- ☐ **Signage** must be posted on all doors leading into chemical storage areas, including:
 1. Warning against unauthorized entry

2. Description of expected hazards
3. Location of **Safety Data Sheets (SDS)**
4. Product chemical hazard **NFPA chart**

☐ If a **single door** is the only exit, it must have an **emergency egress device**.

☐ **Interior windows** in walls, ceilings, or doors must:

- Use **tempered or plasticized glass**
- Be mounted in a **corrosion-resistant frame**
- Be **fixed so they cannot be opened or operated**

☐ **Exterior windows** in walls, ceilings, or doors must:

- Be mounted in a **corrosion-resistant frame**
- Be **protected by a roof, eave, or permanent awning** to reduce rain or snow entry if the glass breaks

Chemical Storage Spaces Which Open into Interior Spaces

Prevent chemical spills, fumes, and unauthorized access from affecting indoor areas or equipment rooms.

☐ **Spill containment** must be provided where the chemical storage space door opens into an interior area.

☐ Doors from chemical storage **may NOT open directly into the equipment room**.

☐ Doors must be made of **corrosion-resistant materials**.

☐ Doors must have a **corrosion-resistant automatic lock** to prevent unauthorized entry.

☐ The lock must require a **key or combination** to open from the exterior, but **must be operable from inside with one hand** without a key or tool.

☐ Doors must be supported by **corrosion-resistant hinges, tracks, or other hardware**.

☐ Doors must have **gaskets** to minimize air leakage between the door and frame.

☐ Doors must have a **floor or threshold seal** to minimize air leakage at the bottom.

☐ Doors must have an **automatic closer** that **fully closes and latches without assistance**.

☐ Doors must have a **limit switch and alarm** that sounds if the door remains open for more than **30 minutes**, with a minimum sound level of **85 dBA**.

☐ There may be **no transfer grilles, pass-throughs, louvers, ducts, or other openings** that allow air to move from chemical storage into **any other occupied interior space**.

Pool Operation and Management

☐ Pools and spas must meet the **operational standard** that fits their **intended use**.

- For example, a pool or spa operated as a **Class C** facility but occasionally open to the **public**, with or without a fee, must follow **Class B operational standards**.

- ☐ All **Class A, B, and C pools/spas** must be **maintained under the supervision of a trained and certified operator**.
- ☐ The **operator** is **not required to be on-site** at all times the pool/spa is open.
- ☐ One operator may be **responsible for multiple pools**.
- ☐ The operator's **name and contact information** must be provided to **on-site staff, property managers**, and must be **available to the inspector** upon request.
- ☐ The trained operator must ensure that **staff is properly trained** in day-to-day operations and that the **circulation system** is maintained according to the **manufacturer's instructions**.
- ☐ **Operator training and certification** can be obtained through:
 1. NRPA – **Aquatic Facility Operator**
 2. PHTA – **Certified Pool Operator**
 3. ASPSA – **Licensed Aquatic Facility Technician**
 4. An **equivalent course** approved by the **local regulatory authority**, including the City of Amarillo's **Certified Pool Technician** course.
- ☐ Anyone maintaining the pool/spa, whether the **certified operator** or an **assigned staff member**, must be **properly trained to keep chemical levels within required ranges**.
- ☐ **Chemicals** must be used **according to the manufacturer's directions**.
- ☐ No chemical may be used in a way that **violates the manufacturer's instructions** or **NSF 50 certification** for the chemical feed system.
- ☐ When a pool/spa is **not in use** (seasonal closure, construction, renovation, etc.), **entry must be prohibited** to all users and **unauthorized persons**.
 - A **sign** must be posted on the entry gates indicating the **pool/spa is closed**.
- ☐ When **closed**, the pool/spa and facility must **not produce odors, breed insects**, or create **nuisance conditions or hazards**.
- ☐ The **water level** must be maintained within the **designed operating range** of the **rim, gutter, or skimmer system**.
- ☐ If the **water level** falls below the **operating range**, the **pool/spa must be closed**.
- ☐ **Slime and biofilm** must be removed from all **accessible surfaces**, including:
 - Steps and ladders
 - Sidewall tiles and depth markers
 - Aquatic features (slides, climbing walls, diving boards)

Water Quality

- ☐ When the pool or spa is **open and available for use**, the **water must be clear enough** to see the **bottom of the pool or spa** while the water is **still**.
- ☐ Pools or spas may only be open if the **bottom** and any **submerged suction outlets** are clearly visible.

☐ **Outdoor pools/spas** not in use for extended periods (e.g., off-season) must maintain **clarity** and **prevent algae growth**.

☐ **Algae control** is required to:

- Prevent **slip hazards**
- Keep water from becoming **cloudy**
- Prevent **algae growth** that may **harbor pathogens**

☐ Water clarity must be sufficient that an **8-inch black disk (Secchi disk)** at the **deepest point** can be seen **immediately** from the **water surface** or **deck**.

☐ **Sanitizer requirements (WILL RESULT IN IMMEDIATE CLOSURE IF NOT WITHIN RANGE):**

- **Chlorine Pools/PIWFs:** 1.0 – 8.0 ppm (ideal: 2.0 – 3.0 ppm in pools; 3.0 – 5.0 ppm in PIWFs)
- **Bromine Pools:** 3.0 – 10 ppm (ideal: 4.0 – 6.0 ppm)
- **Bromine PIWFs:** 2.5 – 12 ppm (ideal: 5.5 – 7.5 ppm)
- **Chlorine Spas:** 2.0 – 8.0 ppm (ideal: 3.0 ppm)
- **Bromine Spas:** 4.0 – 10 ppm (ideal: 5.0 ppm)

☐ **Combined chlorine limits:**

- Pools and spas: **≤ 0.4 ppm** (ideal: 0 ppm)
- PIWFs: **≤ 1.5 ppm outdoors, ≤ 0.5 ppm indoors**

☐ **pH** must be maintained at **7.0 – 7.8** (ideal: 7.2 – 7.6) **(WILL RESULT IN IMMEDIATE CLOSURE IF NOT WITHIN RANGE)**

☐ **ORP** (if measured) must be **600 – 900 mV** (ideal: 650 – 750 mV)

☐ **Alkalinity:** Minimum **60 ppm** (ideal: 60 – 180 ppm)

☐ **Calcium hardness:**

- Pools: 150 – 1000 ppm (ideal: 150 – 400 ppm)
- Spas: 100 – 800 ppm (ideal: 150 – 400 ppm)

☐ **Cyanuric acid / stabilized chlorine:**

- **Indoor pools, spas, PIWFs, therapy pools: Not allowed (WILL RESULT IN IMMEDIATE CLOSURE)**
- **Outdoor pools/spas (non-therapy, stabilized chlorine):** ≤ 100 ppm (ideal: 30 – 50 ppm)
- **Outdoor PIWFs (stabilized chlorine):** ≤ 50 ppm (ideal: 20 ppm)
- If cyanuric acid exceeds **100 ppm**, raise **free chlorine** to **2.0 ppm** until cyanuric acid drops below 100 ppm

☐ **Supplemental water treatment for PIWFs to protect against Cryptosporidium:**

1. **UV light disinfection** after filtration
2. **Ozone**
3. **NSF/ANSI-50 approved product or process**
4. **Weekly hyperchlorination** following CDC recommendations
5. **Equivalent system approved by the department**

☐ **PIWFs built before May 1, 2010:**

- **Stand-alone:** supplemental system or test water **every 14 days**
- **Co-mingled:** supplemental system or test water **every 30 days**

☐ **PIWFs built after May 1, 2010:** must implement a **supplemental water treatment system**

☐ **UV disinfection systems:**

- NSF/ANSI-50 approved
- Validated dosage $\geq 40 \text{ mJ/cm}^2$
- **Automatic audible alarm** for malfunction
- **Automatic shutoff** when protective cover is removed
- **Enclosure** protects against **electrical shock** and **excessive radiation**

☐ **Ozone systems:** Must follow **EPA guidance manual** (Alternative Disinfectants and Oxidants, EPA 815-R-99-014, April 1999, as amended). LINK: [Document Display](#) | [NEPIS](#) | [US EPA](#)

Record Keeping

☐ **Certification:**

- Valid, **non-expired certification** showing the pool/spa/PIWF is maintained under an individual with one of the following:
 1. **NRPA:** Aquatic Facility Operator
 2. **PHTA:** Certified Pool Operator
 3. **ASPSA:** Licensed Aquatic Facility Technician
 4. **COA:** Certified Pool Technician

☐ **Main Drains:**

- Documentation confirming compliance with **ANSI/APSP-16** or successor standard must be **kept on-site** or made available within **5 business days**.
- May include a **spare drain cover** with **installation date** provided.

☐ **Equalizer Lines:**

- If equalizer lines are covered (not sealed/plugged), documentation confirming **ANSI/APSP-16 compliance** must be **on-site** or available within **5 business days**.
- May include a **spare equalizer line cover** with **installation date**.

☐ **SVRS:**

- Documentation of compliance with **ASME/ANSI A112.19.17**, **ASTM F2387**, or successor **USCPSC-approved standard** must be **on-site** or available within **5 business days**.

☐ **RPZ:**

- Reduced Pressure Zone devices must be inspected **every 12 months**.
- **Inspection documentation** must be **on-site** or available within **5 business days**.

☐ **Circulation System:**

- Written **operation and maintenance instructions** must be provided.
- **Manuals** must be available for each piece of equipment requiring maintenance.

☐ **Water Balance:**

- Pools and spas must test **chemical balance** at least **every 10 days**.
- Record **test dates, results, and corrective actions** in **log sheets**.

☐ **Cyanuric Acid:**

- Pools/spas using **stabilized chlorine** must **test and record** levels **weekly**.
- If **>100 ppm**, test and record **daily** until **<100 ppm**. Record **actions taken** to correct levels.

☐ **ORP (if available):**

- Record **readings** whenever **sanitizer and pH** are tested. Include **date** and **mV level**.

☐ **Disinfectant & pH Testing:**

- **Class A/B pools:** Test and record **every 2 hours**.
- **Class A/B with automatic control:** Test at least **3x/day** and record automatic device reading.
- **Class C with on-site staff:** Test **3x/day**; automatic systems require **once/day** plus device reading and recording.
- **Class C without on-site staff:** Test **once/day**; automatic systems require **once/week** plus device reading and recording.

☐ **Log Sheets:**

- Maintain records for **minimum 3 years**.
- Identify **pool/spa** if multiple on-site.
- Include **date/time, actions taken** (chemical adjustments, closures, contamination events, etc.).

☐ **PIWF Documentation:**

- **Date of construction**
- **Supplemental water treatment** performed
- **Cryptosporidium testing** if required
- **Turnover rates**
- **Manufacturer instructions** for disinfection, chemical control, and feed systems
- Confirmation that **circulation equipment meets NSF/ANSI-50**
- **Preventative and routine maintenance schedules**
- Records must be **kept 2 years on-site** or available within **5 business days**

☐ **PIWF Testing:**

- **Automatic disinfectant/pH systems:** Test **once/day**
- **Non-automatic systems:** Test **twice/day** (before opening and halfway through operational period)
- **Cyanuric acid levels:** Test **weekly** if using stabilized chlorine