



Department Drinking Water Audit for _____

Date: _____

You can use this Department Water Audit to help your department explore healthy and sustainable options for making water, preferably tap water, available to all building occupants. Your answers here can help you determine the solutions that best meet the needs of your department.

Survey of Building Occupants for Preferences Number _____

Use the *Dept Drinking Water Survey of Building Occupants* to assess preferences for tap water, cold/hot water, filtered water, bottled water and other concerns about drinking water.

	Cold	Hot	Filtered	Another source of water close by (explain in notes)	Other info
Water Cooler(s) (2.5 or 5 gal)					
1.					
2.					
3.					

Notes:

	Sink	Refrigerator	Elec outlet	Water pitchers available Filtered/ not filtered	Micro-wave
Kitchen/Kitchen Sinks					
1.					
2.					

Notes:

	Func well	Func poor	ADA compliant	Other Info	
Water Fountains (the Water Fountain Assessment is available to assist with this task)					
1.					
2.					
3.					

Notes

Water Refill Stations					

Notes:

Department Meetings and Events					
Does your department following the <i>UCB Guide to Healthy Meetings and Events</i> , which requires water to be included when beverages are provided at meetings/events?					
How does you department provide water at meetings?					
	<ul style="list-style-type: none"> Individual, single use bottles 				
	<ul style="list-style-type: none"> Water pitchers 				
	<ul style="list-style-type: none"> Bulk water dispensers 				
	<ul style="list-style-type: none"> Other, please specify 				

Notes:

Budget Analysis	
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What does your department spend per year on Arrowhead water coolers plus the 2.5 or 5-gallon water bottles? If possible, breakdown costs by location of water coolers.	<u>Arrowhead Costs per UC Contract:</u> Cooler rental - \$3.00 per month Water Bottles - \$2.29 each Water Filtration system plumbed to tap water - \$19.99 per month
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Current department costs per month/year:	Potential department costs per month/year with changes: Potential savings per month/year:
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Other Information	
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