



List of Data Needed to Complete the Water loss Audit

This basic list is not inclusive and will depend on each utility's unique set-up. However, this is a good starting point for all utilities.

For the year to be audited:

1. Water Supplied

- a. Meter data: raw water/well/intake meters, finished water production meters at treatment plant (million gallons per year)
- b. Data from meter testing and calibrations and year completed
- c. Million gallons per year of water purchased from wholesale supplier (if any)
- d. Million gallons per year of wholesale water sold (if any)
- e. Volume of stored water changes (million gallons)

2. Authorized Consumption

- a. Million gallons per year of water delivered and billed - metered
- b. Million gallons per year of water delivered and billed – unmetered
- c. Million gallons per year of water delivered but unbilled – metered
- d. Million gallons per year of water delivered but unbilled – unmetered

3. System Data

- a. Length of mains, number of hydrants with average lead length or total length of lead lines to hydrants
- b. Number of service connections – active and inactive
- c. Average length of customer service connection (curb stop to meter or point of entry into the building)
- d. Average operating pressure – measured or estimated

4. Cost Data (used to calculate Variable Production Cost and Customer Retail Unit Charge)

- a. Rate schedule
- b. Total annual operating cost, all expenses related to running only the drinking water system, including but not limited to:
 - i. Salaries and benefits
 - ii. Supplies and equipment
 - iii. Equipment rental
 - iv. Electricity/energy for production (variable)
 - v. Purchased water costs (variable)
 - vi. Chemicals (variable)
 - vii. Loan repayments and debt service
 - viii. Insurance and administrative costs
 - ix. Depreciation
- c. Total annual revenue, if possible, broken out into volume-based revenues and fixed-rate revenues.