



DEP_10-F_00054.1
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New Jersey Department of Environmental Protection
Division of Water Supply and Geoscience
MAIL CODE 401-04Q
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watersupply@dep.nj.gov

Public Notification Certification Form – Tiers 1, 2 & 3

Requirements Pursuant to 40 CFR 141, Subpart Q and NJAC 7:10

*****This form and a copy of the Public Notice must be submitted by the supplier of water (water system or Licensed Operator of Record) to the State within 10 days of issuance*****

PWSID#: _____ **Water System Name:** _____

Violation #: _____ **Violation, ALE or Situation Date:** _____

Individual Parameter or Group: _____

Compliance Period: _____

Violation or Situation Type: (Check appropriate box)

- MCL Treatment Technique Water Main Break MRDL Consecutive System
- E. Coli Positive Source Water Sample Monitoring and Reporting Lead Action Level Exceedance
- Other: _____

For RTCR Assessment Violations Only: Level 1 Treatment Technique Level 2 Treatment Technique

Public Notification Tier: (Check appropriate box) Tier 1 Tier 2 Tier 3

Notice for an ongoing/repeat violation: Yes No

Check all that apply and provide information as indicated below:

1. Consulted with DEP within 24 hours (Tier 1) or 48 hours (Tiers 2 & 3) Date & Time: _____
2. Provided PN to all owners and operators of consecutive systems which received water during the compliance period indicated above.
Date & Time: _____

List Water System Names and PWSID Numbers (attach additional pages as needed):

Not Applicable

3. For a Boil Water Advisory only. The water system notified the mayor and municipal clerk of each affected municipality within 1 hour by telephone and electronic mail. Date & Time: _____

Continued on page 2.

Water System Name: _____ PWSID: _____

4. Distributed the Public Notice by the following method(s) and on the following date(s) in accordance with 40CFR 141.201 to reach all person served:

Required methods for Tier 1 (must distribute at a minimum by one of the following methods as soon as possible but no later than 24 hours):

- Appropriate broadcast media (such as radio and television) Date: _____
- Posting of notice in conspicuous locations throughout the area served Date: _____
- Hand delivery of the notice to persons served Date: _____
- Other (prior approval from the State is required): _____ Approved: _____
Date: _____

Required methods for Tier 2 and Tier 3 (must choose a minimum of one distribution method from (a) and (b)):

- (a) Individual Mailing to Customers Date: _____
- Hand Deliver Notice to Customers Date: _____
- In the Annual Report **(for Tier 3 Public Notice only)** Date: _____

- (b) Publish Notice in Newspaper Date: _____
- Post Notice on System Website Date: _____
- Billing Date: _____
- Reverse 911 Date: _____
- Continuously post in a public location Date: _____
(required for non-community water systems)
- Other (prior approval from the State is required): _____ Approved: _____
Date: _____

Note: Non-community water systems that serve a school, preschool or any other childcare facilities must also hand deliver the notice to a parent or legal guardian of each child for Tier 1, 2 and 3 violations and situations. For more information, reference EPA's Public Notification Rule Compliance Help for Water System Owners and Operators website at: <https://www.epa.gov/dwreginfo/public-notification-rule-compliance-help-water-system-owners-and-operators>.

5. **(For Lead ALE Only) We verify that a copy of the Tier 1 public notice was sent to the Bureau of Safe Drinking Water via Watersupply@dep.nj.gov and to the EPA via LeadALE@epa.gov within 24 hours of being made aware of the exceedance.**

6. **Content – 10 Required Elements Checklist:** 40 CFR 141 Subpart Q (Ensure all items are included in the notice)

Used DEP approved template available on the website at <https://nj.gov/dep/watersupply/>.

Continued on page 3.

Water System Name: _____ PWSID: _____

If DEP approved template was not used, check all that apply:

- Description of violation or situation including contaminant and contaminant levels as appropriate.
- Date violation or situation occurred.
- Potential adverse health risks, using mandatory language provided in the rule.
- The population at risk, including sub-populations particularly vulnerable if exposed.
- Whether alternate water supply should be used.
- What action consumers should take, including when to seek medical help, if known.
- What the system is doing to correct the violation or situation.
- When the system expects to return to compliance or resolve the situation.
- Contact information: Owner name, business address, and phone number of the water system owner, operator or designee that can provide additional information concerning the notice.
- A statement encouraging recipients to distribute the notice to other persons served, using standard language from the rule.
- For monitoring and reporting violations included required language provided in the rule (**for Tier 3 Public Notice only**).

7. **Attach a copy of the completed Public Notification(s) and if applicable, a copy of the written notice or verbal transcript provided to the EPA, mayor and/or municipal clerk, to this certification form.**

I hereby certify that public notification has been provided to its consumers in accordance with all delivery, content, and format requirements specified in 40 CFR Part 141 and NJAC 7:10.

Water System Owner/Executive Director Signature: _____ Date: _____

Printed Name: _____ Title: _____

Phone Number: _____ Email: _____

I hereby certify that public notification has been provided to its consumers in accordance with all delivery, content, and format requirements specified in 40 CFR Part 141 and NJAC 7:10.

Licensed Operator of Record Signature: _____ Date: _____

Printed Name: _____ License Number: _____

Phone Number: _____ Email: _____