



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 Notification 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 #: _____ Individual Parameter or Group: _____

Compliance/Monitoring Period: _____ Violation, ALE or Situation Date: _____

Violation or Situation Type: (Check appropriate box)

- ☐ Treatment Technique ☐ Water Main Break ☐ Monitoring & Reporting ☐ E.coli Positive Source Water Sample
☐ MCL ☐ Lead Action Level Exceedance (ALE) ☐ MRDL ☐ Consecutive System ☐ 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

Notification 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. ☐ Distributed/Posted Notification: Date & Time: _____

3. ☐ Provided notification 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

4. ☐ For a Boil Water Advisory for community and nontransient noncommunity water systems only, notified the mayor and municipal clerk of each affected municipality within 1 hour of becoming aware by telephone and electronic mail: Date & Time: _____

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Water System Name: _____

PWSID: _____

5. Distributed the Public Notification 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 be distributed 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 notification in conspicuous locations throughout the area served Date: _____
- ☐ Hand delivery of the notification 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 Notification to Customers Date: _____
- ☐ In the Annual Report (**for Tier 3 Public Notification only**) Date: _____

- (b) ☐ Publish Notification in a Newspaper Date: _____
- ☐ Post Notification on the System's 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 notification 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>.

6. ☐ **(For Lead ALE Only)** We verify that a copy of the Tier 1 public notification 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.
7. **Content – 10 Required Elements Checklist:** 40 CFR 141 Subpart Q (Ensure all items are included.)
- ☐ Used DEP approved template available on the website at <https://nj.gov/dep/watersupply/>.

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Water System Name: _____ PWSID: _____

If a 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 notification.
- ☐ A statement encouraging recipients to distribute the notification 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 Notification only**).

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

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- ☐ 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: Robert Sabo 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: Robert Sabo Date: _____

Printed Name: _____ License Number: _____

Phone Number: _____ Email: _____