

# NOTICE TO THE PUBLIC – Reporting Violation

## IMPORTANT INFORMATION ABOUT YOUR DRINKING WATER

### Reporting Requirement(s) Not Met for [WATER SYSTEM NAME]

[WATER SYSTEM NAME] failed to develop and implement a compliance monitoring plan for disinfection byproducts (DBPs). The compliance monitoring plan was required to be completed no later than the date initial monitoring for DBPs was conducted. We did not complete the compliance monitoring plan within the required timeframe.

Although this situation does not create a health risk, as our customers you have a right to know what happened and what was done to correct the situation.

#### What should I do?

There is nothing you need to do at this time.

#### What is being done?

[Describe your corrective actions including when your water system expects to return to compliance or resolve the violation].

***Please share this information with all the other people who drink this water, especially those who may not have received this notice directly (for example, people in apartments, nursing homes, schools and businesses). You can do this by posting this notice in a public place or distributing copies by hand or mail.***

For more information, please contact:

Responsible Person	System Name	System Address (Street)
Phone Number	System Number	System Address (City, State, Zip)

Notice of Violation Date: \_\_\_\_\_

Date Notice Distributed: \_\_\_\_\_

Method of Distribution: \_\_\_\_\_

#### Public Notification Certification:

The public water system named above hereby affirms that public notification has been provided to its consumer in accordance with all delivery, content, format, and deadline requirements specified in 15A NCAC 18C .1523.

Owner/Operator: \_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Date)

## Instructions for Stage 2 DBPR Failure to Develop a Compliance Monitoring Plan - Tier 3 Violation

### Description of Violation or Situation

Failure of a community or non-transient non-community water system that uses a primary or residual disinfectant other than ultraviolet light or delivers water that has been treated with a primary or residual disinfectant other than ultraviolet light to develop and implement a compliance monitoring plan for disinfection byproducts is a reporting violation that requires Tier 3 public notification.

You must provide public notice to persons served as soon as possible but no longer than one year after you learn of the reporting violation [40 CFR 141.204(b)].

Repeat notice(s) are required annually if the violation or situation persists, unless otherwise directed by the State.

### Mandatory Language

You must also include standard language to encourage the distribution of the public notice to all persons served, where applicable [40 CFR 141.205(d)]. This language is presented in this notice in ***bold italics***.

## Instructions for Completing the Notice/Certification Form & for Performing Public Notice for Tier 3 Reporting Violations

1. **Complete ALL the missing information on the “Notice to the Public.”** (Note: Under the section of the notice entitled “What is being done?” describe corrective actions you took, or are taking. You may choose the appropriate language below, or develop your own:
  - We have since developed a compliance monitoring plan for DBPs and collected samples from the approved monitoring location(s). The sample results showed we are meeting drinking water standards.
  - We have since developed a compliance monitoring plan for DBPs and collected samples from the approved monitoring location(s). The sample for [contaminant] exceeded the limit. [Describe corrective action; use information from public notice prepared for violating the limit.]
  - We are working on developing a compliance monitoring plan.
2. **Provide public notification to your customers as soon as reasonably possible after you learn of the violation as follows:**

<p><b>Community systems</b> must use one of the following:</p> <ul style="list-style-type: none"><li>• Hand or direct delivery</li><li>• Mail, as a separate notice or included with the bill</li></ul> <p><b>For community systems</b>, this notice is appropriate for insertion in an annual notice or the Consumer Confidence Report (CCR), as long as public notification timing and delivery requirements are met [CFR 141.204(d)].</p>	<p><b>Non-community systems</b> must use one of the following:</p> <ul style="list-style-type: none"><li>• Posting in conspicuous locations</li><li>• Hand delivery</li><li>• Mail</li></ul> <p><b>For non-community systems</b>, if you post the notice, it must remain posted as long as the violation or situation persists; in no case should the notice be posted less than 7 days, even if the violation is resolved. [CFR 141.204(b)].</p>
<p>(Note: <b>Both</b> community and non-community systems must use <i>another</i> method reasonably calculated to reach others <b>IF</b> they would not be reached by one of the <u>required</u> methods listed above [CFR 141.204(c)]. Such methods could include newspapers, e-mail, or delivery to community organizations.</p>	

- If you mail, post, or hand deliver, print your notice on letterhead, if available.
  - Notify new billing customers or units prior to or at the time their service begins.
  - Provide multi-lingual notifications if 30% of the residents served are non-English speaking.
  - Should you decide not to use this notice and develop your own version instead, the mandatory language in ***bold italics*** may not be altered, and you **MUST** include the ten required elements listed in CFR 141.205. The certification located at the bottom of this sample notice **MUST** also be submitted.
3. **After issuing the “Notice to the Public” to your customers, sign and date the “Public Notification Certification” at the bottom of the notice. Within ten days after issuing the notice [CFR 141.31(d)], use our on-line ECERT application located on our website at: <https://pws.ncwater.org/ECERT> to submit your completed Notice/Certification to the Public Water Supply Section. If you do not have access to the internet, mail your completed Notice/Certification to: Public Water Supply Section, ATTN: Public Notification Rule Manager, 1634 Mail Service Center, Raleigh, NC 27699-1634. Keep a copy for your files.**