

NOTICE TO THE PUBLIC – Reporting Violation

IMPORTANT INFORMATION ABOUT YOUR DRINKING WATER

Reporting Requirement(s) Not Met for [Water System Name]

We are required to report the results of monitoring of your drinking water for specific contaminants on a regular basis. Results of regular monitoring are an indicator of whether or not your drinking water meets health standards. During the [frequency] compliance period beginning [Period Begin Date], we did not report the results of monitoring for Total Coliform (routine sample) within the required timeframe.

Our system failed to notify the state drinking water program as required by [required report date]. Although public health was not impacted, as our customers, you have a right to know what happened and what we did to correct the situation.

What should I do?

There is nothing you need to do at this time. You do not need to boil your water or take other actions.

What is being done?

While we did not notify the state as quickly as we should have, we have [enter your corrective action] on [enter date]. We are no longer in 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 RTCR Failure to Report Monitoring Events to the State that are Not Related to *E.coli*-positive Sample Results - Tier 3 Violation

Description of Violation or Situation

Beginning April 1, 2016, failure to notify the state of RTCR events that are not related to *E. coli*-positive sample results are reporting violations that require Tier 3 public notification. The reporting violations addressed by this Tier 3 template require similar public notification content and include:

- Failure to provide total coliform-positive or total coliform-negative sample results to the state in a timely manner.
- Failure to notify the state that an RTCR monitoring violation occurred with 10 days of when the violation occurred.
- Failure to notify the state within 24 hours of a Treatment Technique (TT) violation resulting from failure to perform assessments or corrective actions.
- Failure to submit the completed assessment form or monitoring report within 30 days of triggering the assessment.
- Failure to notify the state when each scheduled corrective action is completed based on the state-approved timeframe.

You must provide Tier 3 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)].

Community water systems (CWSs) must use all of the following methods to deliver the notice to consumers [40 CFR 141.204(c)]:

- Mail or hand delivery (public notice delivery may be provided by CCR if the one year requirement is met), and
- Another method as needed to reach consumers not likely to receive a notice from methods noted above and approved in writing by the state. Such methods could include newspapers, e-mail, or delivery to community organizations.

The notice on the reverse is appropriate for insertion in an annual notice or the Consumer Confidence Report (CCR) (CWSs only), as long as public notification content, timing, and delivery requirements are met [40 CFR 141.204(d)].

Non-community water systems (NCWSs) must use all of the following methods to deliver the notice to consumers [40 CFR 141.204(c)]:

- Posting in a conspicuous place throughout the system, or by hand delivery or mail, and
- Another method as needed to reach consumers not likely to receive a notice from methods noted above and approved in writing by the state. Such methods could include newspapers, e-mail, or delivery to community organizations.

If you:

- Post the notice, it must remain posted until the violation is resolved.
- Post the notice and the violation has already been resolved, you must still post the notice for at least seven days [40 CFR 141.204(b)].
- Mail, post, or hand deliver, EPA recommends printing your notice on your system's letterhead, if available.
- Modify the notice, you must still include all required public notice elements from 40 CFR 141.205(a) and leave the mandatory language unchanged (see below).

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

You must also perform the following:

- 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.
- Comply with any additional public notification requirements (including any repeat notices or direction on the duration of the posted notices) that are established as a result of the consultation with 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***.

Corrective Actions

In your notice, you must describe corrective actions you took, or are taking [40 CFR 141.205(a)(7)] including when your water system expects to return to compliance or resolve the violation [40 CFR 141.205(a)(8)]. You can use the following language, if appropriate, or develop your own:

- We have provided the missing reports to the state and have revised our procedures to ensure we comply with reporting requirements in the future. We are no longer in violation.

After Issuing the Notice [40 CFR 141.31(d)]

Within **10 days** after completing the initial public notification, the Public Water Supply Section MUST receive a copy of the original notice (and any repeat notices) you distributed to your customers with your signature and date on the Public Notification Certification (located at the bottom of the notice) indicating that you have fully complied with all the public notice requirements. Email your notice/certification to PWSS.PN@ncdenr.gov or mail your notice/certification to the Public Water Supply Section, Compliance Services Branch, ATTN: Public Notification Rule Manager, 1634 Mail Service Center, Raleigh, NC 27699-1634. Retain a copy of these documents for your files.