CERTIFICATION AND PUBLIC NOTIFICATION

CERTIFICATION AND WRITTEN NOTIFICATION

Seasonal water systems are required to complete a department-approved start-up procedure prior to serving water to the public and must provide that certification to the DNR within 10 days of opening to the public. Certification may be completed online or by submitting a completed copy of the seasonal start-up certification.

When corrective actions have been taken to address deficiencies identified during sanitary surveys, annual site visits, or Level II Assessment for coliform contamination events, a water system must provide written compliance verification. Email notification of completion of corrective actions or submitting a completed verification of corrective action sheet complete this requirement.

PUBLIC NOTIFICATION

The owner of a public water system must notify persons served by the system if there is a problem with the drinking water. This notification is called a Public Notice and is required if the water does not meet drinking water standards, for failure to perform required water sampling, or failure to correct deficiencies or defects identified during inspections. Public notice requirements are divided into 3 tiers, to reflect the seriousness of the violation or situation and of any potential adverse health effects that may be involved.
Tier 1 Public Notice
Tier 1 public notice must be given within 24 hours and is required for situations with water contaminants that have significant potential to have serious adverse effects on human health with short-term exposure. Examples of violations requiring Tier 1 public notification are:
1. Sample results exceeding the MCL for nitrate or nitrite (see Boil Water Advisory example)
2. Microbiological sample reported as E. coli positive
3. Nitrate or Nitrite confirmation samples are not collected within 24 hours of learning of the high nitrate or nitrite results.

Tier 2 Public Notice
Tier 2 public notice must be given within 30 days and is required for situations with potential to have serious adverse effects on human health. Examples of violations requiring Tier 2 public notification are:
1. Failure to correct significant deficiencies identified during a sanitary survey within the established compliance timeframe, which is a Treatment Technique Violation.
2. For seasonal systems, failure to complete the required start-up procedures before opening to the public.

Tier 3 Public Notice
Tier 3 public notice must be given within one year and is required for situations not included in Tier 1 and Tier 2. Examples include the following:
1. Monitoring violations such as failure to collect routine samples (see example on right)
2. For seasonal systems, failure to provide notification to the department within 10 days of the seasonal open date, certifying that seasonal start-up procedures were performed prior to serving the public
3. Reporting violations such as failure to submit certification or copy of a public notice

Boil/Bottle Water Advisory
Water System Name: water is contaminated with E. coli
E. coli bacteria were found in our water supply. These bacteria can make you sick and are a concern for people with weakened immune systems.
We routinely monitor for the presence of drinking water contaminants. The presence of coliform bacteria including E. coli bacteria in your drinking water is in violation of State and Federal Safe Drinking Water Regulations. A water sample collected on Initial Positive Collection Date indicated the presence of E. coli bacteria. Further sampling on date of Confirming Positive Sample confirmed the presence.

What precautions should be taken at this time?
Discontinue use of this water for human consumption. Human consumption means drinking, cooking, food preparation and making ice, dishwashing, and all personal hygiene needs (e.g., showering, hand washing, bathing and oral hygiene). Ice, food, and any beverages prepared with unsafe water must be discarded. You should boil or use commercially bottled water for drinking, food preparation, and making ice. If you boil water, the water should be held at a rolling boil for at least ONE minute before use.

What does this mean?
E. coli bacteria whose presence indicate that the water may be contaminated with human or animal waste. Human pathogens in these wastes can cause short-term effects, such as diarrhea, cramps, nausea, headache, or other symptoms. They may pose a greater health risk for infants, young children, the elderly, and people with severely compromised immune systems.

The symptoms above are not caused only by organisms in drinking water. If you experience any of these symptoms and they persist, you may want to seek medical advice. People at increased risk should seek advice about drinking this water from their health care providers.

What is being done to correct the problem?
Corrective action(s):

You should boil or bottled water until we inform you that our sampling shows that no bacteria are present. We are working to resolve this problem as soon as possible.

If you have questions regarding the safety of our drinking water, please contact:

Name of Responsible Person

Address

City

State

Zip

Signature

Date

Tier 1 Notice

Figure 3 - Boil/Bottle Water Advisory Post Notice

IMPORTANT INFORMATION ABOUT YOUR DRINKING WATER
Monitoring Requirements Not Met for “Water System Name”
We are required to monitor 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. Between 01/01/2018 and 09/30/2018, we did not monitor for coliform bacteria, and therefore cannot be sure of the quality of your drinking water during that time.

What precautions should be taken at this time?
There are no special precautions you need to take at this time. However, it is important to remember that there is always a risk of contamination, and thus there may be a risk to your health.

What was the cause of the missed monitoring requirements?
I waited until the last minute to sample and my sample did not reach the lab in time for the lab to analyze it.

What is being done to correct the problem?
I already submitted a replacement sample, but it was outside the required time period to collect the sample. I will make the required sample dates on my calendar and setup sample reminders in my phone for future samples.

When will the problem be resolved?
The results of the replacement sample show the water is free of coliform bacteria. I am caught up with current sampling requirements. I am posting a summary of this notice to comply with notification requirements for the missed sample.

If you have questions regarding the safety of our drinking water, please contact:

Water System Owner

Water System Phone #

Water System Address

City

State

Zip

Signature

Date

Fill out in Ink

Figure 4 - Monitoring Requirement Not Met Post Notice
How to Public Notice
A public notice template will be provided to the Transient Non-Community water system by the DNR or contract county staff when required. A copy of this notice must be signed to complete the required certification and returned to the DNR or contract county. In addition, the public notice must be posted in conspicuous locations throughout the area served by the public water system.

Potential posting options include:

1. Post at all drinking water outlets, i.e., all sinks, drinking fountains, etc. or by mail or hand delivery to all customers.
2. Other method to reach customers that normally wouldn’t be reached by the above method include publishing in a local newspaper, e-mailing employees or students, or delivering multiple copies to central locations.
3. Restaurants and taverns shall post at the entrance or in plain sight.
4. For nitrate MCL violations, all motels/hotels shall place laminated warning placards in every room at consumable locations (see example).

How long must posting continue?
Posting must continue for as long as the violation exists, but not less than seven days even if the violation or situation is resolved.

If more than 5% of the population served by the water system consists of non-English speaking consumers, the public notice must contain information in the appropriate language(s) regarding the importance of the notice and where to obtain more information in another language. For information translating public notices to other languages and additional post notice information click here.
Responsibility of New Public Water System Owner for Previous Violations
When a business that is a transient non-community water system has a change in ownership, there may be unaddressed violations that are now the responsibility of the new water system owner. Violations belong to a public water system, not a person. Therefore, even though a new owner may have been unaware of the violation, if a public notice has not been issued for a previous violation, it needs to be done by the new owner. The owner may mention that the violation happened during previous ownership in the section on what has been done to address the violation.

Returning to Compliance for Late or Missing Public Notices
A system is not back in compliance until the notice for the original violation is given. Although it may be awkward to provide a public notice late (sometimes a year or more after the violation), a Public Notice violation cannot be closed until the Public Notice requirement is completed.

For more information regarding Transient Non-community Public Drinking Water, please visit our website https://dnr.wisconsin.gov/topic/DrinkingWater/TNownerOperator.html or contact the DNR Service Center Desk for assistance at (888) 936-7463