



# NITRATE PUBLIC NOTIFICATION INSTRUCTIONS (40 CFR 141.202)

(Version 1, October 2020)

The instructions and guidance below are for water systems to use when revising and adding language to the Bureau of Safe Drinking Water's Nitrate Public Notification Templates.

## Applicable Nitrate Public Notice (PN) Templates

<https://www.state.nj.us/dep/watersupply/dws-sampreg.html>

Nitrate PN – Unconfirmed MCL Exceedance

Nitrate PN – Confirmed MCL Exceedance

Nitrate PN – Pending Nitrate MCL Exceedance Confirmation

Nitrate PN – Confirmed MCL Violation + TT Violation

Nitrate PN – NCWS Special Permission

**Nitrate public notices are required to be issued within 24 hours and cannot be lifted prior to receiving approval from the Bureau of Safe Drinking Water.  
609-292-5550**

The Bureau of Safe Drinking Water designed the above five templates to assist water systems with achieving all public notification requirements under the federal Safe Drinking Water Act. To comply, a water system must provide the required language and only change language highlighted in yellow.

Below are further instructions on how to adequately complete the nitrate public notification templates:

- A word or phrase that is in brackets and highlighted, e.g. [date], requires the water system to provide the information that the word or phrase states.
- The following bracketed words and phrases should be deleted out of the document as they are eliciting an action or choice for the water system: [OPTION], [INCLUDE IF APPLICABLE], and [REQUIRED FOR NON-COMMUNITIES].
- When an open-ended response is needed, this is shown by a long-highlighted underscore, i.e. \_\_\_\_\_. The water system must provide a response using the context in the preceding passage.
- The statement, "**\*Community Water Systems are highly recommended to include a map of the afflicted area, as in some cases only part of the system is being served with elevated levels of nitrate. The system should copy and paste a map below if it elects to include one\***", recommends the water system to include a map on the public notification if only a specific area of the service area is affected. It can be beneficial to the water system to show the public that the entire system is not affected by the high levels of nitrate. Since it is guidance, the system must remove this statement from the template whether it decides to include a map or not. The map should be located where the statement was originally and can include a short statement regarding the information provided by the map.
- To complete the sentence, "For more information, please contact [name of contact] of [system name] at [phone number] or [location/address]", the system must name a contact who will be able to provide the public with additional information regarding the drinking water at the water system.

Within 10 days of notifying your customers, the water system is required to complete and submit to the Bureau of Safe Drinking Water a Public Notice Certification Form (BSDW-55) available at <https://www.state.nj.us/dep/watersupply/pdf/bsdw53.pdf> along with the final distributed public notice.