

2023 ANSWER LINKS FOR PHYSICAL CONNECTION PERMIT QUESTIONS

(12/14/2022)

1. Website resources for general Physical Connection Permitting Questions:
https://www.state.nj.us/dep/watersupply/dwc_physcon.html
2. Physical Connection Renewal Permit Online Processing (steps for new and existing users):
https://www.state.nj.us/dep/watersupply/dwc_physcon_eperm.html
3. NJDEP Online Renewal Service:
 - a. Overview: <https://www.state.nj.us/dep/watersupply/pdf/eperm-overview.pdf>
 - b. Registration: https://nj.gov/dep/online/reg_instructions_new.pdf & <https://www.njdeponline.com/>
 - c. Forgot Password: <https://my.state.nj.us/selfservice/PasswordReset>
 - d. Cannot Recall PIN (Pg. 2 Paragraph 1.a.): <https://www.state.nj.us/dep/watersupply/pdf/eperm-overview.pdf>
 - e. Don't Remember Security-Challenge Questions/Answers: DEPPortalComments@dep.nj.gov
4. TESTERS – Physical Connection E-Permitting Tester Quarterly Service Instructions NJDEP Online Registration & Quarterly Reporting – see pages 14-15 for ACCESS TYPE, page 20 for REPLACED VALVE and pages 32-33 Double Check Valve INTERNAL INSPECTION: <https://www.state.nj.us/dep/watersupply/pdf/rs-quarterly.pdf>
5. TESTERS – Video (6 minutes) – How to complete E-Permitting Tester Quarterly Service including Replacements: <https://youtu.be/MEGeiwqSURs>
6. PERMITTEES – Physical Connection E-Permitting RESPONSIBLE OFFICIAL (RO) Renewal Service Instructions – see pages 14-19 & 29 for ACCESS TYPE, pages 32-33 for PAYMENT and page 40 Double Check Valve (Q3 or Q4) INTERNAL INSPECTION NOTE: Uploading attachments prevents permit auto renewal and requires NJDEP review so be sure all tester reports/documents were SUBMITTED PRIOR to the online renewal application see pages 28 & 41: <https://www.state.nj.us/dep/watersupply/pdf/rs-permit.pdf>
7. PERMITTEES RO – VIDEO (6 minutes) – How to complete E-Permitting RO Annual Renewal Service: <https://youtu.be/OnDMcJWWG3Y>
8. How public can find Certified Backflow Prevention Device Tester Agencies:
https://www.state.nj.us/dep/watersupply/dwc_physcon_certify.html
9. NJDEP Data Miner for public to see Physical Connection Reports (Search by Category – Water Supply and Geoscience): <https://njems.nj.gov/DataMiner>
10. FORMS – NOTE: forms not listed below are invalid and will not be accepted. Please always CLEAR the CACHE of your browser prior to using the form links below and before using NJDEP Online Reporting.
 - a. Cancellation of Physical Connection Permit or Elimination of Valves or Transfer-Ownership BWSE-PCR (09/13)
 - b. Application Form for Initial Physical Connection Permit BWSE-PCI-145 (05/14)
 - c. Certification of Inspection & Testing Results- Initial Quarterly Physical Connection Test & Maintenance Report BWSE-CITR-IQ (08/09/22)
11. Facility Site Administrator (FSA) Request Form for Water Supply
https://www.nj.gov/dep/watersupply/pdf/security_admin_form_ws.pdf

EMAIL INSTRUCTIONS – If you have no FSA, or if your RO Access request says “Pending”, or if your last Physical Connection Permit expired on 03/31/2022 (or before) without being renewed, or payment problem occurs, email us with the respective SUBJECT LINE:

- a. “NO FSA PHYSICAL CONNECTION FACILITY ID # _____”,
- b. “RO Access Pending PHYSICAL CONNECTION FACILITY ID # _____”
- c. “NO 2022 RENEWAL for PHYSICAL CONNECTION FACILITY ID # _____”, or
- d. “PAYMENT PROBLEM PHYSICAL CONNECTION FACILITY ID # _____”

to physicalconnection@dep.nj.gov or michael.bleicher@dep.nj.gov

Thank you!