

# Service Line Inventory Consumer Notifications for Lead, Galvanized, and Unknown Materials Only

## LEAD AND COPPER RULE REVISION (LCRR) REQUIREMENTS

### Instructions for Community Public Water Systems:

Community Public water systems must provide notification to consumers that are served by lead service lines, galvanized service lines requiring replacement and lead status unknown service lines. This document provides instructions, templates, and the rule reference to water systems. Systems may add additional information to the template notification. If your system has no lead service lines, no galvanized service lines requiring replacement and no unknown service lines then your system does not need to complete this notification. If a system finds these types of service lines in the future then it will be required to complete these notifications.

#### When must notification occur:

- A. Initial notifications: must occur within 30 days of completing the initial inventory.
  - a. **Mail/Delivery Due Date as indicated on your certification form.**
  - b. **Certification Due Date: Return to MDH as indicated on certification form.**
- B. New customers: shall be provided the notice at the time-of-service initiation. This should be done without delay, MDH recommends this be done as part of water start up communications or first billing. **Water systems will need to set up a process for notifying new customers of their lead service line, galvanized service lines requiring replacement, and unknown lead status service lines.** Pending LCRI: Systems may be certifying this at a later date as part of CCRs.

**Who must be notified:** all persons served by the water system at the service connection.

**Delivery:** Notification may be delivered during completion of the inventory but the system must document that notification was provided. Delivery shall occur by mail such as inserted with bill, separate mailer, etc. Methods other than mailing must be approved by MDH in advance. The system will also need to provide a copy of the completed templates.

**Record Keeping:** Systems should keep a copy of the list of notifications they have completed.

**Submit to MDH:** A certification form is attached. PWS must certify that they have completed the service line notifications annually. **Initial certification forms are due by Due November 25<sup>th</sup> or 40 days after late completion date (30 days plus 10 days to certify).**