



Commonwealth of Massachusetts  
Executive Office of Energy & Environmental Affairs

# Department of Environmental Protection

One Winter Street Boston, MA 02108 • 617-292-5500

Charles D. Baker  
Governor

Karyn E. Polito  
Lieutenant Governor

Kathleen A. Theoharides  
Secretary

Martin Suuberg  
Commissioner

April 26, 2022

## VERY IMPORTANT NOTICE

### **eDEP will be required for applicable water quality reporting by the end of 2022**

Attention Public Water Systems:

Massachusetts Department of Environmental Protection (MassDEP) Drinking Water Program (DWP) is notifying all Public Water Systems (PWS) that all PWSs must begin, or continue, to have their certified laboratories use eDEP for submittal of all applicable monitoring reports no later than the end of 2022<sup>1</sup>.

eDEP is safe, secure, convenient, and meets all recordkeeping requirements. To date 92% of all PWS have reported to MassDEP/DWP using eDEP for more than 1.6 million sample results.

### **Why is using eDEP Important?**

Using eDEP allows for:

- Timely submittal and review of all e-submitted monitoring reports.
- Timelier follow-up by DWP on water quality issues.
- Automatic sharing of all uploaded certified laboratory water quality data with PWSs.  
Note: eDEP shares water quality data using the PWS ID affiliated with one or more eDEP accounts using the "PWS Proof" information.
- Access to PDF reports of all e-submitted monitoring reports.
- Public access via the Mass.gov portal at [Energy & Environmental Affairs Data Portal](#) for all water quality reports that pass the MassDEP/DWP Quality Assurance/Quality Control (QA/QC) checks.  
*Please note Bacteria and Lead and Copper Results are not available on the portal.*

### **Which Water Quality Reports can be submitted through eDEP?**

MassDEP's eDEP Bulk Upload for certified laboratories provides a safe, secure, and efficient way for laboratories to report PWS water quality reports for the following:

**This information is available in alternate format. Contact Glynis Bugg at 617-348-4040.**

**TTY# MassRelay Service 1-800-439-2370**

**MassDEP Website: [www.mass.gov/dep](http://www.mass.gov/dep)**

**Printed on Recycled Paper**

1. Asbestos	11. PCE
2. Bacteria (including Heterotrophic plate count (HPC) and Chlorine)	12. PFAS
3. Chlorine Dioxide	13. Radionuclides
4. Chlorite	14. SOC
5. HAA5	15. Secondary Contaminants
6. Inorganics (including Perchlorate)	16. Sodium
7. LCCA (Lead in Schools)	17. THM
8. LCR	18. VOC
9. Nitrate	19. DWP Bulk Upload (for PWSs/laboratories that submit all results as one submittal)
10. Nitrite	

Note: Additional analytes may be added in the future.

## How Does This Change PWS Reporting?

The only change is laboratory reporting to eDEP replaces the process of printing and mailing the above listed water quality reports to MassDEP. PWS should contact their laboratory and discuss their need for their laboratory to report their results to MassDEP via eDEP and make updates to their laboratory contracts if necessary.

- eDEP does not replace other routine compliance submissions/worksheets (ex. C-ADD, WQA, WQP, DBPR, GWR, SWTR) that are presently submitted hardcopy. These submissions and water quality reports NOT on the above list must be reported on MassDEP/DWP's approved state forms via mail (or direct delivery) or as otherwise approved by MassDEP/DWP, until such time as eDEP or other MassDEP electronic reporting is available.
- PWSs are still responsible for all requirements in 310 CMR 22.00 including notification requirements to DEP, BOH and Public notifications triggered by water quality reporting.

Examples:

- 1) PWS must still follow the regulatory timeframes by which a PWS must report an exceedance to MassDEP/DWP including contacting MassDEP/DWP on any violation.
  - 2) Even though monitoring reports are automatically transmitted to MassDEP/DWP, the PWS must still notify MassDEP/DWP of violations in accordance with 310 CMR 22.15(1)(a) through (d) and other relevant sections of 310 CMR 22.00.
- Massachusetts certified laboratories are still responsible for all requirements of 310 CMR 42.00 including notifying its client public water system of the results of all samples that exceed a regulatory limit in accordance with 310 CMR 42.13(5)(a) and (b)<sup>2</sup>

## Is Technical Assistance Available to help PWSs and their Laboratories to use eDEP?

MassDEP/DWP will provide PWSs with training, technical assistance, reminders and follow up to support all PWSs to ensure their use of eDEP for reporting all applicable monitoring reports.

MassDEP/DWP will work with all PWSs and their laboratories to ensure that, all PWSs are capable of using eDEP for applicable reporting.

## What Action Is Required of PWSs? What must PWSs do ?

1. Begin, or continue, to use eDEP for all applicable Water Quality monitoring data reporting so that by 12/31/2022 your PWS is fully utilizing eDEP for all applicable reporting.
2. Review your laboratory contracts to determine if changes are needed to ensure that your laboratory submits your applicable water quality reports through eDEP.
3. Confirm with your laboratory that it does or intends to submit the required reports through eDEP by 12/31/2022. A list of Massachusetts' certified laboratories is available at <https://www.mass.gov/certified-laboratories>
4. If you do not know how to begin this process, or have a problem using eDEP, please see the attached instructions.
5. **If you need assistance, please contact us as soon as possible to schedule assistance at [Program.director-dwp@mass.gov](mailto:Program.director-dwp@mass.gov) Subject: eDEP reporting support.** You may also contact the MassDEP/DWP at 617-292-5770 and leave a specific message including your PWS ID number.

Please note if **after working with MassDEP/DWP** and receiving technical assistance, you and your certified laboratory are still unable to use eDEP for reporting the applicable monitoring reports, in accordance with 310 CMR 22.03(13) you may request a waiver for a limited period of time.

Thank you for ensuring the timely submittal of your water quality data to ensure safe drinking water and protection of public health. Please contact the Drinking Water Program at [program.director@mass.gov](mailto:program.director@mass.gov) if you have any questions on this information.

Sincerely,



Yvette DePeiza  
Program Director  
MassDEP Drinking Water Program

Attachment

Ecc:  
MassDEP WES  
Mass Certified Laboratories

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<sup>1</sup> 310 CMR 22.03(13) A Supplier of Water shall submit or report to the Department all data or information required to be submitted or reported pursuant to 310 CMR 22.00, including without limitation 310 CMR 22.15, in the format and manner as specified and approved by the Department. Where required, including without limitation as specified in 310 CMR 22.07G(17), written submissions shall be made using the electronic filing system designated by the Department. A Supplier of Water may request in writing a waiver from any applicable electronic filing requirement, for a limited period of time. All such requests shall be based on a showing that

internet access necessary to make the required electronic filings is not available, despite the reasonable efforts of the Supplier of Water or party acting on its behalf (e.g., a laboratory) to acquire the needed internet access. All electronic filing waiver requests shall be made on a form provided by the Department and shall be subject to the Department's written approval. Any Supplier of Water whose waiver request is approved shall make paper filings in lieu of the applicable electronic filings during the period of the waiver using printed copies of the applicable filing forms.

<sup>2</sup> 310 CMR 42.13(5)(a): Upon obtaining Valid Data, a certified laboratory shall notify its clients of the results of all samples that exceed any EPA-or Department-established maximum contaminant level (MCL), maximum residual disinfectant level or reportable concentration, or that identify the presence of regulated microbiological organisms in potable water. Notification must clearly indicate that a regulatory limit has been exceeded. The date, time, and manner of notification must be documented and kept on file.

310 CMR 42.13(5)(b): A laboratory that accepts potable water samples for analysis must notify its client public water system of the results of all samples that exceed a regulatory limit. Data indicating an exceedance of a regulatory limit must be validated and the validated data reported as soon as possible, not to exceed 24 hours after the completion of sample analysis. Such notification must be given within 24 hours of the completion of the analysis of the sample whether or not the laboratory accepting the sample subcontracted the analysis to another laboratory.

## ATTACHMENT

### INSTRUCTIONS FOR GETTING STARTED USING eDEP

#### Information for PWSs wanting to view eDEP Upload data from the certified laboratory:

For PWS to view your lab's results online you must:

- Register online as an eDEP user by picking a username/password/nickname combination.  
<https://edep.dep.mass.gov/edep/DEPLLogin.aspx>
- Have an active PWS Proof of identity associated with your account. (Same Proof used for eASR filing). Proofing instructions are included <https://www.mass.gov/doc/instructions-for-electronic-annual-statistical-reporting-easr/download>
- Any lab reported water quality data using the PWSID(s) associated with your proof will automatically appear on your eDEP account homepage as a DW BULK DATA transaction.

Click on DW BULK DATA link or Download link;

You can either download a PDF using the View link or Export to Excel using the button.

Work In Progress   Recent Submitted   Archived Submitted   Bulk Files   Favorites						
Trans#	ID	Transaction	Private Note	Status	Last Update	Download to Print
<input type="checkbox"/>	1298397	<a href="#">DW BULK DATA</a>	MA_ED1_GCI77538.txt <a href="#">Edit/Delete</a>	SUBMITTED	07/28/2021	<a href="#">Download</a>

You can either download a PDF using the View link or Export to Excel using the button.

**Drinking Water Data Upload**

Upload Home

Bulk Data Upload : Transaction Details

Transaction ID	Type of Data	View	Form MetadataID	PWS ID
1298397	Drinking Water Data	<a href="#">View</a>	200	3009004

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