



Commonwealth of Massachusetts
Executive Office of Energy & Environmental Affairs

Department of Environmental Protection

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VERY IMPORTANT REMINDER

Date: August 29, 2025

Re: Reminder for Emergency Response – Emergency Response Plan (ERP) Certification – 1-Month Notice for Community PWS Serving a Population Over 100,000

Dear Public Water Supplier,

You are receiving this letter from the Massachusetts Department of Environmental Protection (MassDEP) Drinking Water Program (DWP) because you are a Community Public Water System (PWS) serving a population over 100,000. Firstly, we want to thank you for your continued work to plan and prepare for emergencies and to provide safe drinking water and protect public health.

This letter is to remind you that you must certify to EPA that you have updated your PWS's Emergency Response Plan (ERP) **within six months of the date you submitted your Risk and Resilience Assessment (RRA) certification, but no later than September 30, 2025**, in accordance with America's Water Infrastructure Act (AWIA) Section 2013.

AWIA Section 2013, which amended Section 1433 of the Safe Drinking Water Act (SDWA), requires community drinking water systems serving more than 3,300 people to develop or update Risk and Resilience Assessments (RRAs) and Emergency Response Plans (ERPs). The law specifies the components that the RRAs and ERPs must address and establishes deadlines by which water systems must certify to EPA completion of the RRA and ERP. The law also requires that RRAs and ERPs must be updated and recertified every five years.

Round 1 of AWIA compliance took place in 2020/2021. Round 2 of AWIA compliance starts this year and will take place in 2025/2026. PWS are encouraged to review their RRAs and ERPs in light of emerging and ongoing threats to the water sector such as supply chain issues, cybersecurity concerns, and climate change impacts. A comprehensive list of requirements, resources, FAQs, fact sheets, training recordings, and guidance for updating your RRA and ERP can be found at <https://www.epa.gov/waterresilience/awia-section-2013>.

Action Required

1. **Six months after submitting their RRA certification, but no later than September 30, 2025**: Community PWS serving a population over 100,000 must submit their ERP certification to EPA.
2. **By September 30, 2025**: Community PWS serving a population over 100,000 must also submit their ERP Compliance Checklist to MassDEP/DWP in accordance with 310 CMR 22.03(13) and 310 CMR 22.15(9)(c)7.

Note: PWS are encouraged to submit their ERP certification ahead of these deadlines, if possible.

Note: Do not submit your updated ERP documents to EPA or to MassDEP, as those documents may contain sensitive information about your system.

Where to Submit Your ERP Certification

For EPA: PWS can submit their ERP certification via electronic submission, email, or regular mail. EPA strongly recommends PWS submit their certification via electronic submission, which can be completed at <https://encromerr.epa.gov/RegistrationRequest/OW--AWIA--AWIA%20Certifier?theme=awia>.

Where to Submit your ERP Compliance Checklist

For MassDEP/DWP: MassDEP/DWP requires PWS to submit an ERP Compliance Checklist whenever there are substantive changes to a PWS's ERP. PWS should submit an updated ERP Compliance Checklist to MassDEP/DWP once they have made updates to their ERP in compliance with Round 2 of AWIA. PWS can submit their updated checklists to the Program Director at program.director-dwp@mass.gov, Subject: ERP Compliance Checklist. The ERP Compliance Checklist is available to download at <https://www.mass.gov/lists/drinking-water-permits-forms-and-templates>.

Where to get EPA's Guidance for Completing and Submitting Your RRA and ERP

EPA's Guidance for submitting your RRA/ERP certification and downloading the necessary Certification Statement documents can be found at <https://www.epa.gov/waterresilience/how-certify-your-risk-and-resilience-assessment-or-emergency-response-plan>. For EPA assistance regarding RRA and/or ERP certification, please contact EPA's Drinking Water Resilience hotline at dwresilience@epa.gov.

Reminder from MassDEP/DWP on Tier 1 Public Notification Templates

MassDEP/DWP Public Notification (PN) regulations (310 CMR 22.16) include specific requirements for notifying the public of all emergencies involving violations of drinking water regulations. If a "Do Not Drink," "Boil Water," or "Do Not Use" order is issued, the Public Notification process should be initiated immediately upon determination by MassDEP/DWP and comply with the public notification and reporting requirements of 310 CMR 22.00. Tier 1 PNs, which are required for violations and situations with significant potential to have serious adverse effects on human health as a result of short-term exposure, require PWS to provide public notice to their impacted consumers within 24 hours of learning of the emergency. During this 24-hour period, PWS must also contact and consult with their MassDEP/DWP Regional Office to determine any additional PN requirements.

MassDEP DWP strongly recommends that PWS have all PN outreach materials prepared and pre-approved as part of their ERP so that in an emergency, these resources can be quickly customized and disseminated to all relevant parties.

MassDEP/DWP cannot help you update your RRA and ERP, as those documents contain sensitive information about your PWS. However, you may reach out to MassDEP/DWP if you need to be connected to resources to help you update these documents. If you need additional information, please contact us at program.director-dwp@mass.gov, Subject: RRA/ERP Assistance.

Yours truly,

A handwritten signature in black ink, appearing to read "Yvette DePeiza". The signature is fluid and cursive, with the first name "Yvette" being more prominent.

Yvette DePeiza

Program Director
MassDEP Drinking Water Program

Ecc: DWP chiefs, EPA, Katie Marrese, Denise Springborg, Andrea Travaglia, Mark Sceery

File: ERP-RRR-ERP Notification-08-29-25