



Commonwealth of Massachusetts
Executive Office of Energy & Environmental Affairs

Department of Environmental Protection

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Maura T. Healey
Governor

Kimberley Driscoll
Lieutenant Governor

Rebecca L. Tepper
Secretary

Bonnie Heiple
Commissioner

VERY IMPORTANT NOTICE

Re: Your MassDEP eDEP Account Status

January 21, 2025

Dear MassDEP eDEP Account Owner,

You are receiving this email because you are a public water supplier (PWS) representative responsible for submitting reports, data and information to Massachusetts Department of Environmental Protection (MassDEP) Drinking Water Program (DWP) in accordance with 310 CMR 22.00. According to MassDEP/DWP records, in accordance with 310 CMR 22.03(13), you were designated by your PWS to maintain a MassDEP eDEP User Account with an associated active proof of identity, for submitting files on behalf of your PWS to MassDEP/DWP as required. The proof of identity associated with your eDEP User account is either

- a) PWS Owner/Responsible Person or
- b) PWS Certified Operator.

MassDEP is updating all eDEP proofs and requires the following actions to maintain your eDEP user account:

Actions Required:

1. **If you are no longer an owner/responsible person of a PWS or are no longer a certified operator**, e.g. you have since retired or are no longer actively involved in the profession, **please contact us immediately or no later than 01/31/2025** to have your proof of identity disassociated from your eDEP account. *eDEP accounts with active proofs are used for sending targeted emails, e.g. Annual Statistical Report announcements. You will continue to receive eDEP related communications from us if your proof of identity is active.*

2. **If you are aware of your account being used by another individual such as another PWS staff member**, please inform them of the requirement that they **MUST have their own eDEP account and proof of identity to submit documentation on behalf of a PWS.**
- **We strongly recommend you change the password for your eDEP account if it is being used by others.** By using and submitting transactions from an eDEP account not owned by them, they are **misrepresenting any official submissions made using the eDEP account in question.** eDEP accounts can be created by going to [eDEP - MassDEP's OnlineFiling System](https://edep.dep.mass.gov/) [<https://edep.dep.mass.gov/>] and clicking “New User” to create a new account.
 - *eDEP account owners should note that an eDEP account belongs to an individual person and should not be shared among multiple persons. The notarized Proof of Identity(ies) associated with each eDEP account are of the owner (an individual) of the eDEP account. You must not share your account login information with others. By using and submitting transactions from an eDEP account not owned by you, you are misrepresenting any official submissions made using the eDEP account in question.*

Cyber Security Reminder: Sharing your account password can expose your eDEP account to unauthorized access and potential misuse. To protect your account from unauthorized use, please ensure that only you, the owner of the eDEP account, can access it. This ensures the security of your account and minimizes the risk of it being compromised and misused by someone who could harm your PWS by submitting false information.

If you have questions regarding why you are receiving this email, or the actions requested by MassDEP/DWP please contact the MassDEP Drinking Water Program at program.director-dwp@mass.gov. Subject: eDEP account.

Sincerely,



Yvette DePeiza
MassDEP/Drinking Water Program Director

Bcc: PWS Primary Contact

File: DWP: eDEP 1-21-2025