

TREATMENT TECHNIQUE PN TEMPLATE REQUIRED LANGUAGE GUIDE

This guide is intended for use with our Treatment Technique (TT) [Public Notice Template](#).

Complete your template by following these 8 steps:

1. Add your public water system name and ID.
2. Use Table A and B to determine the correct requirement language for the violation received. Using your violation letter identify which violation type code was received and then use the information in the second column to fill in the "requirement(s) not met" portion of the public notice template.

Table A: General TT Violation Type

Violation Type Code	Mandatory Language
2A	We failed to conduct and turn in an adequate level 1 assessment.
2B	We failed to conduct and turn in an adequate level 2 assessment.
2C	We failed to correct all identified sanitary defects that were found during the assessment that we conducted.
2D	We failed to conduct seasonal start-up procedures
41/42/43/44/T1/CT	We failed to maintain adequate surface water treatment
45	We failed to correct a groundwater significant deficiency
48	We failed to conduct one or more groundwater corrective action(s)
T5	We failed to maintain adequate disinfection treatment

3. Use the compliance period as indicated in the subject line of your violation letter, to fill in the "Period of Non-Compliance" portion.
4. Use Table B to determine the correct health effects language for the violation received. Using your violation letter identify which violation type code was received and then use the information in the second column to fill in the "health effects" portion of the public notice template.

Table B: Potential Health Effects Language

Violation Type Code	Mandatory Language
2A	Coliforms are bacteria that are naturally present in the environment and are used as an indicator that other, potentially harmful, bacteria may be present. Coliforms were found in more samples than allowed and this was a warning of potential problems.

Violation Type Code	Mandatory Language
2B and 2C	<p>Coliforms are bacteria that are naturally present in the environment and are used as an indicator that other, potentially harmful, bacteria may be present. Coliforms were found in more samples than allowed and this was a warning of potential problems.</p> <p><i>E. coli</i> are bacteria whose presence indicates that the water may be contaminated with human or animal waste. Human pathogens in these wastes can cause short-term effects, such as diarrhea, cramps, nausea, headaches, or other symptoms. They may pose a greater health risk for infants, young children, the elderly, and people with severely compromised immune systems. We violated the standard for <i>E. coli</i>, indicating the need to look for potential problems in water treatment or distribution. When this occurs, we are required to conduct a detailed assessment to identify problems and to correct any problems that are found.</p>
2D	<p>Coliforms are bacteria that are naturally present in the environment and are used as an indicator that other, potentially harmful, bacteria may be present. Coliforms were found in more samples than allowed and this was a warning of potential problems.</p>
41/42/43/44/T1/CT	<p>Turbidity has no health effects. However, turbidity can interfere with disinfection and provide a medium for microbial growth. Turbidity may indicate the presence of disease-causing organisms.</p> <p>Inadequately treated water may contain disease-causing organisms.</p> <p>These organisms include bacteria, viruses, and parasites that can cause symptoms such as nausea, cramps, diarrhea and associated headaches.</p>
45 and 48	<p>Inadequately treated or inadequately protected water may contain disease-causing organisms. These organisms can cause symptoms such as diarrhea, nausea, cramps, and associated headaches.</p>
T5	<p>Inadequately treated water may contain disease-causing organisms. These organisms include bacteria, viruses, and parasites which can cause symptoms such as nausea, cramps, diarrhea, and associated headaches. During <u>[Two Consecutive Months, Year]</u>, sufficient levels of chlorine residual were not met in more than five percent (5%) of monthly samples.</p>

5. Let your customers know what corrective action(s) you are taking or have taken to resolve the violation. Examples may include when you plan to take samples.
6. Provide the expected completion date for the corrective action(s).
7. Provide contact information for your public water system.
8. Include the date this notice will be distributed.

9. Distribute to customer and consumers!

After you have distributed your public notice, complete the certificate of delivery and submit to TCEQ with a copy of the notice to PWSNOTICE@tceq.texas.gov.

Links to Documents [Public Notice Certificate of Delivery](#)