

CCR CHECKLIST

PWS NAME: _____ PWS ID # _____ DISTRICT: _____

This checklist contains all required sections of the CCR and the most common sections that may be required if a system has special circumstance(s) to include. See Template and Template Instructions for Section references.

- Sections in white are required to be in every CCR.
- Sections in grey are only required if applicable to your PWS.

*SELECT ONE		CERTIFICATION FORM DISTRIBUTION AND CERTIFICATION
Y	N	1. Direct Deliver (July 1, Annually) [3745-96-04 (A & C)] Mail / Hand / Electronic Date: _____
Y	N.A. N	2. Internet Posting: Link provided led directly to the CCR: _____ <ul style="list-style-type: none"> • Link is direct and working? Y N • Proof of E-delivery Included in submission to Ohio EPA? (e.g., Water bill, email message, newsletter, etc.) Y N
Y	N	3. Completeness of the Certification Form: Signature/Date Dates of Delivery URL if E-Delivery Contact Info & Email

CONTENT REQUIREMENTS		
Y	<input type="checkbox"/>	N
SEC 3: Source Water Information [3745-96-02(B)(1 & 2)] A. Identifies the Source(s) of Water Delivered (SW/SWP or GW/GWP) B. Source Water Susceptibility Analysis Paragraph included with availability? (high, medium, or low) C. PWS Contact for customers to call to request additional SWAP Info and full report		
Y	<input type="checkbox"/>	N
SEC 4: Sources of Contamination Y / N In Order to ensure Y / N Drinking water, including Y / N mandatory language		
Y	<input type="checkbox"/>	N
SEC 5: Who needs to take Special Precautions 3745-96-03(A) mandatory language		
Y	<input type="checkbox"/>	N
SEC 13: Lead Education Information 3745-96-03 (D) mandatory language		
Y	<input type="checkbox"/>	N
SEC 14: Per- and Polyfluoroalkyl Substances (PFAS)		
Y	<input type="checkbox"/>	N
SEC 18: License to Operate (LTO) Status [3745-96-02 (G)(5)]		
Y	<input type="checkbox"/>	N
SEC 20: PWS Contact Info Y / N Public Participation Info Y / N Limited English Proficiency Translation (if applicable)		
Y	<input type="checkbox"/>	N
SEC 21: Definitions [3745-96-02(C)]		
Y	<input type="checkbox"/>	N
SEC 8: Table of Detected Contaminants [3745-96-02 (D)]: A. Are all most recent Detected Contaminant(s) Included? Including Samples Taken less than annually? B. Non-detected contaminants removed from table? C. Individual Lead/Copper samples over AL, and statement with # of Lead/Copper Samples over the AL D. Contains Columns for: Name, Units, MCL, MCLG, Level Found and Range, Violation, Sample Year, Typical Source		
Y	<input type="checkbox"/>	N.A.
SEC 7: Violation Information [3745-96-02 (F)]: Monitoring or Reporting and Enforcement Actions Includes: Monitoring Period/Year? Contaminant? Violation Description? Steps to Prevent Future Actions?		
Y	<input type="checkbox"/>	N.A.
SEC 9: Turbidity Monitoring Information? (For SW/SWP systems ONLY) [3745-96-02 (D)(4)(e)]		
Y	<input type="checkbox"/>	N.A.
SEC 10: MCL, TT, AL or CT Violations Includes: Monitoring Period/Year? Contaminant? Violation Description? Steps to Prevent Future Actions? Health effects language?		
Y	<input type="checkbox"/>	N.A.
SEC 11, 12: (If result > 5) Include Special language for Nitrate Y / N Arsenic Y / N		
Y	<input type="checkbox"/>	N.A.
SEC 13: Lead 90th Percentile > AL paragraph (if applicable) "Infants and young children...."		
Y	<input type="checkbox"/>	N.A.
SEC 15: Unregulated Contaminant Rule (UCMR) – if sampled in Report year, description & results in separate table Y / N		
Y	<input type="checkbox"/>	N.A.
SEC 16: Cryptosporidium Information Included? (only if detected in past 5 years)		
Y	<input type="checkbox"/>	N.A.
SEC 17: Radon Information Included? (only if detected in past 5 years)		
Y	<input type="checkbox"/>	N.A.
SEC 18: Ground Water Rule Special Notice and Significant Deficiencies [3745-96-02(F)(8)(a-d)]		
Y	<input type="checkbox"/>	N.A.
SEC 19: RTRC Violations E. Coli MCL Y / N Level 1 Assessment Y / N Level 2 Assessment Y / N		
Y	<input type="checkbox"/>	N.A.
SEC 21: Public Notice (PN) included? Does it have all required Language from the PN Template? (Contaminant, time period, what happened, what should I do, what is being done, please share with others) Section 5 of certification Form – please copy person that signed original NOV		

*Y = Included N.A.= Not Required, Not Applicable