Minnesota Department of Health

# **Lead Public Education Program Delivery Certification**

packet a

PWS Name: [name]

PWSID: [number]

**Compliance Period**: [*please write down the compliance period listed on the original memo you received*]

**You must do all of the following items. Check between the brackets for the items you completed.**

[ ] Delivered the brochure to all bill-paying customers.

[ ] Contacted the local public health agency in person and/or by phone.

[ ] Delivered informational notice and brochure to facilities/organizations (**system serving less than 3,300:** can limit to places most likely to be visited regularly by pregnant women and children)

[ ] Made good faith effort to contact additional organizations listed in item #4 on the Instruction Sheet.

[ ] Submitted a press release to major daily and weekly newspaper(s), television, and radio stations (**system serving less than 3,300:** can instead distribute the brochure to all households).

[ ] Posted on utility's website (**system serving 100,000 or less:** this requirement can be waived)

[ ] Three additional activities performed (see Item #7 on the Instruction Sheet for options). List the three activities **(system serving less than 3,300**: list one additional activity):

Date all requirements completed: [mm/dd/yyyy]

The public water system indicated above hereby affirms that the lead public education program has been completed in accordance with the requirements described in the Lead Public Education Program memo.

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Print Name:   
Title:   
Phone: [xxx-xxx-xxxx]   
Date: [mm/dd/yyyy]   
Email:

**Within 10 days after distribution of the public education materials, email this form and a list of names of all organizations, facilities, healthcare providers, newspapers, television stations, radio stations, and posting locations of the notification to** [**stephanie.voeller@state.mn.us**](mailto:stephanie.voeller@state.mn.us)**.** We do not need original copies.

If you have any questions, please call 651-201-3974, or email [**stephanie.voeller@state.mn.us**](mailto:stephanie.voeller@state.mn.us)

*To obtain this information in a different format, call 651-201-4700.*