**Tier I Public Notification Rule Compliant Press Release Template**

# PURPOSE

*Use when a corresponding Tier 1 Public Notice boil water advisory is required and issued.*

# DIRECTIONS:

*Replace information in brackets with specific water system and advisory information. Adapt it as needed.*

***Denotes required element of a public notice per EPA’s Public Notification Rule***

***Denotes mandatory health effects language per EPA’s Public Notification Rule***

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[Date]

## FOR IMMEDIATE RELEASE

**Contact:** [Name, Title, Phone, E-mail]

**[Water System] issues a boil water advisory for all customers in [location]**

[Water System] advises all customers to boil their drinking water. The boil water advisory is in effect until further notice.

Customers should:

* Bring water to a rolling boil for 1 minute.
* Allow the water to cool before using.
* Store the cooled water in a clean container with a cover.

Customers should use boiled water that has cooled or bottled water for:

* Drinking
* Brushing teeth
* Washing fruits and vegetables
* Preparing food and baby formula
* Making ice
* Giving to pets

The advisory is in effect until [Water System] and [other agencies] are confident there is no longer a public health concern. We will provide the next update at [date or timeframe]. Customers will be notified immediately when the advisory is lifted.

Tier I Public Notification Rule Compliant Press Release Template, continued

Tests results from [date] showed [contaminant] at [levels/amount]. The [Primacy Agency/Health Department] is working closely with [Water System] to find the contamination source and fix the problem.

[*Optional— include a quote from system spokesperson*]

To correct the problem, we are [what is being done (e.g., chlorine was applied to the entire system)]. [Give dates or time estimate for duration of the advisory, if possible]. [Number or No] illnesses related to the community’s drinking water are reported.

If you are concerned about your health or your family, call your health care provider or the [local health department].

[Required EPA Health Effects Language for specific contaminant or violation. (Fecal coliforms and *E. coli* are bacteria whose presence indicates that the water may be contaminated with human or animal wastes. Microbes in these wastes can cause short-term effects, such as diarrhea, cramps, nausea, headaches, or other symptoms. They may pose a special health risk to infants, young children, some of the elderly, and people with severely compromised immune systems.)]

These symptoms are caused by many illnesses other than drinking water. [People at increased risk should seek advice about drinking water from their health care provider.]

[If applicable: (Water System or City) customers may pick up (alternative water supply, bottled water) at (location and time).]

Please share this information with all the other people who drink this water, especially those who may not have received this notice directly (for example, people in apartments, nursing homes, schools, and businesses).

For more information, go to [website] or call [phone]. Mail inquiries should be sent to [name], [Water System], [address]. [If applicable, include health department contact.]

[*Optional— General guidelines on ways to lessen the risk of infection by microbes are available from the EPA Safe Drinking Water Hotline at 1-800-426-4791.*]