



# ILLINOIS ENVIRONMENTAL PROTECTION AGENCY

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## 2024 Consumer Confidence Report (CCR) Notification

March 2024

Attn. Water Supply Official:

This letter serves as a reminder that your water system must prepare and deliver the Consumer Confidence Report (CCR) to all your customers **no later than July 1, 2024**. This CCR must be based on 2023 data, unless the monitoring frequency is less than annual, but within five years. A copy of the CCR, CCR Certification form, and any additional documentation (e.g., water bill, newspaper) is due to the Illinois EPA **no later than July 10, 2024**.

**The Responsible Operator in Charge and Administrative Contact are the only persons receiving this mailing and we are no longer providing a customized CCR Certification Form.** You must determine the method of delivery for which your water system qualifies. The method of delivery is based on the direct population of your water supply and whether any violations were recorded during 2023.

The 2024 draft CCRs (calendar year 2023 data) are now available on Drinking Water Watch. After you include any required additional information (e.g., violation explanations, source water systems' data table, UCMR5 detections), you will be able to photocopy and distribute this report. To get your report, go to the following web address:

<http://water.epa.state.il.us/dww/index.jsp>

*(Instructions: Click the "Review Consumer Confidence Data" tab located on the bottom left).*

If you choose to use the report we generate, **you must review the data carefully**. If any errors or discrepancies are found, all applicable edits/additions/corrections must be made to the report prior to distribution. You can also use the CCR Template associated with the Sample Collectors Handbook. This document will open in your word processing application and can be easily edited.

You may also choose to use the U.S. EPA's CCR writer. The CCRiWriter is a web-based program that allows water system operators or designated personnel to enter information and data through a series of questions. After you finish answering the questions you may print or download the generated CCR. It is available at:

<https://www.epa.gov/ccr>.

Detailed CCR instructions, the self-assessment check list, regulation requirements, and delivery methods are listed in Chapter 2 of the Sample Collectors Handbook (SCH). It is recommended that you review this chapter prior to issuing your CCR. The self-assessment is simply a "checklist" of the CCR requirements and will help ensure that your CCR includes all the required elements. The Sample Collectors Handbook can be viewed and/or downloaded at the following web address:

<https://epa.illinois.gov/topics/compliance-enforcement/drinking-water/sample-collectors-handbook.html>

CCRs can be submitted by mail to the address below or scanned and e-mailed to the following e-mail address:

[EPA.PWSCompliance@Illinois.gov](mailto:EPA.PWSCompliance@Illinois.gov)

CCR Coordinator  
Illinois EPA /BOW/CAS #19  
P.O. Box 19276  
Springfield, IL 62794-9276

If you have questions, please contact the drinking water compliance unit at 217/785-0561, or via email at [EPA.PWSCompliance@Illinois.gov](mailto:EPA.PWSCompliance@Illinois.gov).