

**Application for Public Drinking Water Investigation
Section 168(4), Safe Drinking Water Act, 2002.**

GENERAL APPLICATION INFORMATION:

All information requested on this form is required by the Safe Drinking Water Act, 2002, (SDWA), for the Director to determine whether to conduct an Investigation into an alleged contravention of the Safe Drinking Water Act, 2002, regulations thereof or a related instrument(s).

The SDWA does not allow the Director or the Ministry investigators to disclose personal information about applicants. The SDWA protects the personal information provided by applicants. Applicants' personal information may be disclosed if the investigation results in further government action such as:

- a prosecution, or
- other administrative action

For more information on the requirements of this application and how to use the SDWA please contact:

Director
Investigations & Enforcement Branch
Ministry of the Environment
5775 Yonge St., 8th Floor
Toronto, ON M2M 4J1

Phone: (416) 326-6700
Fax: (416) 326-5256

INSTRUCTIONS:

- 1. Type or print clearly in ink.**
- 2. Ensure that the proof of Ontario residency is provided with your application.**
- 3. Ensure that your application is signed and dated.**
- 4. Complete all sections and refer to the application checklist (provided).**
- 5. Specify the section that your additional documentation applies to.**
- 6. Keep a copy of this application for your files.**
- 7. Submit the original application and supporting documentation to:**

**The Director, Ministry of the Environment,
Investigations & Enforcement Branch.
5775 Yonge St., 8th Floor
Toronto, ON M2M 4J1**

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1. APPLICANT

Last Name	First Name	Initial
Address		Apartment
City	Province	Postal Code
()	()	
Residence Telephone	Business Telephone	
()	@	
Fax Number	E-Mail address	

DECLARATION OF ONTARIO RESIDENCY:

I _____ am an Ontario resident and have been since _____.
(Print Name) (Month, Year)

2. CORPORATE APPLICANT (if applicable).

Name of Corporation	Name & Position of Corporate Officer	
Address	City	Province
	()	
Postal Code	Business Telephone	
()	@	
Fax Number	E-Mail address	

(a) DECLARATION OF INCORPORATION IN ONTARIO:

The _____ is an Ontario or Canadian federal corporation, carrying on
(Name of Corporation)

business with its head office in Ontario*, established by articles of incorporation in _____
(year)

(Date) (Name of Officer and Position)

(Company Number) (Signature)

*For Federal Corporation -Head Offices, outside Ontario, contact the Director at 416.326.5601

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3. ALLEGED CONTRAVENOR(S).

Provide the name and address of the person(s) you believe has contravened the Regulation or Instrument prescribed for investigation under the Safe Drinking Water Act, 2002.

Company/Individual Name _____

Address _____

Unit/Apartment _____

Ontario

City _____

Province _____

Postal Code _____

() _____

Residence Telephone

() _____

Business Telephone

Are you an employee of the suspected contravener? Please circle yes or no.

4. ALLEGED CONTRAVENTION.

(A) State the Regulation or Instrument you believe has been contravened. You must provide the section number of the Act, Regulation and/or Instrument number that the allegation applies to. Please note that the alleged offence must be prescribed under the Safe Drinking Water Act, 2002.

Name of Act Safe Drinking Water Act Section Number _____

Regulation _____ Section Number _____

Instrument Number _____

**(B) Provide a short description of the alleged contravention(s).
i.e. ▪ “Failure to sample drinking water in a distribution system”
▪ “Contravening an existing Certificate of Approval”
▪ “Operating equipment without proper approvals”**

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6(C) Describe any other material you believe should be considered in the investigation and attach relevant document(s).

7. PREVIOUS CONTACT WITH THE MINISTRY OF THE ENVIRONMENT.

For any previous contact with the Ministry of the Environment, provide the following:

- **Name, address, telephone number of the person or office contacted and date contacted.**
- **Reason for contact.**
- **Outcome of contact with the Ministry of the Environment.**

I hereby confirm that, to the best of my knowledge that, the information contained in this application is true.

Signature: _____ **Date:** _____

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APPLICATION CHECKLIST...

COMPLETE THE FOLLOWING BEFORE SENDING YOUR APPLICATION TO THE DIRECTOR OF INVESTIGATIONS AND ENFORCEMENT BRANCH, MINISTRY OF THE ENVIRONMENT.

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- The application is completed in pen or typeset.
- The application is signed and dated.
- The provisions of the SDWA, Regulation or Instrument that you believe are being violated are supported with details and your explanation of why an investigation is warranted.
- The application includes relevant supporting information, copies of evidence and contact information for witnesses.
- There are separated pages for EACH alleged contravener.
- You have made copies of this “Application for Public Drinking Water Investigation”, for your personal records.
- Address your original application to:

Director, Investigations & Enforcement Branch
Ministry of the Environment
5775 Yonge St., 8th Floor
Toronto, ON M2M 4J1

MINISTRY USE ONLY

Date Received:

Date of Acknowledgement:

Letter Sent to applicant:

Reference Number: