

Tips for Completing the 2025 Annual Statistical Report

Remote Class Using Zoom

MWWA Course: MWWA 23-001

The MassDEP requires that all Public Water Systems submit an Annual Statistical Report at the beginning of every year.

This training will cover many of the important aspects of successfully completing the 2025 ASR and valuable tips on compiling the necessary data prior to submittal. This will be a beneficial refresher for those that have previously submitted an ASR and extremely helpful for anyone working on the ASR for the first time.

Learning Objectives:

- Understand the purpose of the ASR and the importance of reporting accurate data
- Discuss data preparation tips and common mistakes to avoid
- Review how to navigate the online format and important program updates
- Learn about the MassDEP resources available and who to contact with questions

This course is approved for **1.5 TCHs** (Training Contact Hours) for Massachusetts Water Operators. It will be taught using the Zoom platform. Participants will need to have a reliable highspeed internet connection and computer device with both video and audio capability. Please review our Student Expectations for Attending Virtual Training at www.masswaterworks.org/education.

LOCATION: Remote Training via Zoom
DATE: Tuesday, March 3, 2026
TIME: 10:00 – 11:45 AM.
COST: \$40 Members; \$70 Nonmembers
INSTRUCTORS: Sage Grace, Andrew Durham & Tio Yano, MassDEP

AGENDA	10:00 – 10:15 AM	Course overview & introductions
	10:15 – 11:30 AM	Overview of why the ASR is required and what information must be reported. eDEP and what's new this year. Navigating the Form and Performing General Tasks MassDEP staff and resources
	11:30 – 11:45 AM	Q & A, Conclusions & Course Evaluations

Registrations must be made on-line (www.masswaterworks.org). If you need registration assistance, please email adminmwwa@masswaterworks.org or call 978-263-1388.

ATTENDANCE & TCH POLICY: Participation of the attendees will be confirmed throughout the Zoom session. Participation and completion of an online evaluation form are necessary to be eligible for TCHs. TCHs will be issued only when full payment is received.