



**ASSISTANT SECRETARY OF DEFENSE**

3500 DEFENSE PENTAGON  
WASHINGTON, DC 20301-3500

September 18, 2020

SUSTAINMENT

MEMORANDUM FOR ASSISTANT SECRETARY OF THE ARMY (INSTALLATIONS,  
ENERGY AND ENVIRONMENT)  
ASSISTANT SECRETARY OF THE NAVY (ENERGY,  
INSTALLATIONS AND ENVIRONMENT)  
ASSISTANT SECRETARY OF THE AIR FORCE  
(INSTALLATIONS, ENVIRONMENT AND ENERGY)  
DIRECTOR, DEFENSE LOGISTICS AGENCY (INSTALLATION  
MANAGEMENT)

SUBJECT: Guidance for Agreements to Share Monitoring Data Related to Per- and Polyfluoroalkyl Substances and Other Emerging Contaminants of Concern

Section 331 of the National Defense Authorization Act (NDAA) for Fiscal Year 2020 requires the Department of Defense (DoD) to seek to enter into agreements with municipalities or municipal drinking water utilities adjacent to military installations<sup>1</sup> to jointly share drinking water monitoring data for per- and polyfluoroalkyl substances (PFAS) and other emerging contaminants of concern.

When military installations confirm a release of PFAS or other emerging contaminant of concern and obtain validated analytical monitoring data, or wish to obtain monitoring data from the local community, the installation will contact the municipality or municipal drinking water utility to request jointly sharing that data. When possible, the installation will use already existing websites or other existing technologies to share this data. DoD's goal is to mutually share validated monitoring data already collected by each organization, and this guidance does not require new data collection efforts. Installations may use the attached template letter to reach out to the municipalities and municipal drinking water utilities to request the sharing of monitoring data. The timeframes for sharing monitoring data for PFAS and other emerging contaminants of concern should be consistent with each party's monitoring schedule.

My point of contact for this matter is Ms. Deborah Morefield, at 703-571-9067 or [deborah.a.morefield.civ@mail.mil](mailto:deborah.a.morefield.civ@mail.mil); or Mr. Terry Bowers, at 703-693-9447 or [terry.l.bowers14.civ@mail.mil](mailto:terry.l.bowers14.civ@mail.mil).

W. Jordan Gillis

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<sup>1</sup>For the purpose of this memorandum, "municipalities or municipal drinking water utilities adjacent to military installations" is defined as: a municipality or drinking water utility located within one mile down-gradient of a release from a military installation where the release may migrate and impact the drinking water system or municipality; or municipalities or public water systems that provide potable water to the military installation.

TO: [POC]  
[Municipality or Municipal Drinking Water Utility]  
[Municipality Address]

FROM: [POC]  
[Military Installation]

DATE: [Today's Date]

SUBJECT: Request to Share Monitoring Data Related to [Per- and Polyfluoroalkyl  
Substances or Other Emerging Contaminants of Concern]

[POC],

[Military installation] is seeking to share monitoring data for [a specific chemical -per- and polyfluoroalkyl substances (PFAS) or other emerging contaminants of concern] with [adjacent municipality or municipal drinking water utility].

The [installation] is looking to mutually share monitoring data already collected by [military installation] and [adjacent municipality or municipal drinking water utility] and is not requesting any additional sampling.

[Military installation] will share our monitoring data consistent with our monitoring schedule or when PFAS or other emerging contaminants are found. [Military installation] is requesting [adjacent municipality or municipal drinking water utility] to do the same.

If you have any questions, please contact [POC] from [Military Installation] at [phone] or by email at [email].

Signed,  
[POC], [military installation]