



MISSISSIPPI STATE DEPARTMENT OF HEALTH

August 20, 2026

To: Mississippi Public Water Systems

From: Mississippi State Department of Health – Division of On-site Wastewater

Subject: New Requirement for Existing System Inspections at Ownership Change & Reminder Regarding Permit/Recommendation (Form 335E)

Dear Water System Manager,

The Mississippi State Department of Health (MSDH) would like to share an update regarding the wastewater documentation your water system should have on file when setting water meters. This update includes *one new requirement* and *one reminder of a long-standing requirement*. Our goal is to make these steps straightforward and practical for your boards, operators, and customers.

1. New Requirement: Existing System Inspection for Change of Ownership

When an existing home or dwelling changes ownership—whether sold, inherited, transferred, or otherwise changing owners—an *Existing System Inspection* is now required before a water meter is activated or unlocked for the new customer.

The MSDH Division of On-Site Wastewater will provide the documentation as outlined below. The purpose is to determine whether a wastewater system is present and, if present, whether it is functioning properly.

What your water system must have on file (one of the following):

- MSDH's Acceptance of the existing system, issued when the system is found to be operational; or
- MSDH's Permit/Recommendation (Form 335E) with a repair or replacement recommendation for any existing system not in continuous use; or
- MSDH's Certificate of Acknowledgement confirming that an existing system has been inspected by a licensed individual with properly submitted documentation.

2. Reminder Requirement: New Customers – Permit/Recommendation (Form 335E)

As a reminder, before setting a meter for a new dwelling—including newly constructed homes, manufactured homes, or RVs—your association must receive and maintain a Permit/Recommendation (Form 335E) on file. A Form 335E confirms that MSDH has conducted a Soil and Site Evaluation, determined that the property can support an onsite wastewater system, and documented the recommended type of system for the site.

MSDH is always available to provide assistance or answer questions as your waster system implements these requirements. Thank you for your continued partnership in supporting safe and reliable water service across Mississippi.

Respectfully,

Randy Jones
Director
Division of On-site Wastewater
Mississippi State Department of Health