

**DEPARTMENT OF MINES, MINERALS AND ENERGY
DIVISION OF MINED LAND RECLAMATION**

GUIDANCE MEMORANDUM¹ No. 24-08

Issue Date: May 9, 2008

Subject: Clarification of “Depth to Water” for Ground Water Monitoring Wells

For the purpose of consistency in DMLR databases, “Depth to Water” / “Static Water Level” as reported on *Ground Water Monitoring Report (DMLR-PT-101)*, *Ground Water Baseline Data Summary (GWB-034D)*, and *Well Construction Data Sheet (WCD-034D)* should be measured from an established measuring point down to the water level.

A standard method for an established measuring point is a permanent mark on the well casing that is used as a reference point from which readings are made. The point should be clearly marked so that a person who has never measured the well can easily locate it. This established measuring point should be a surveyed point on the top of the well casing, not the well protector, and should be reported as the “Top of Casing Elevation” on the *Well Construction Data Sheet (WCD-034D)*.

If any wells have been measured from the ground surface in the past, the permittee should note this along with the casing height above ground surface at the next submittal of ground water monitoring data. At this submittal, permittees should note whether their previous measurements were from the top of casing or from the ground surface. For any monitoring points previously measured from the ground surface, include a list of these monitoring points and associated MPID numbers.

Effective June 1, 2008² all wells must be measured from the top of casing as noted above. Wells measured from the ground surface will have their data returned to be corrected to the top of casing depth.

Should you have any questions regarding this guidance memorandum, please contact the DMLR Reclamation Program Manager at (276) 523-8179.

¹ This Memorandum is to be considered a guideline issued under the authority of § 45.1-230.A1 of the Code of Virginia which reads:

"In addition to the adoption of regulations under this chapter, the Director may at his discretion issue or distribute to the public interpretative, advisory or procedural bulletins or guidelines pertaining to permit applications or to matters reasonably related thereto without following any of the procedures set forth in the Administrative Process Act (§ 2.2-4000 et seq.). The materials shall be clearly designated as to their nature, shall be solely for purposes of public information and education, and shall not have the force of regulations under this chapter or under any other provision of this Code."

² Measurements taken prior to this date for the reporting quarter should be adjusted accordingly.