



# EMERGENCY RESPONSE PLAN

## EMERGENCY RESPONSE PLAN FOR FOREST GROVE WATER SYSTEM

### INTRODUCTION

The *Drinking Water Protection Act* requires a water supplier to monitor and protect its drinking water. According to the new regulations the water supplier is required to submit an Emergency Response Plan (ERP). An ERP is a written document that spells out a water system's plan of action for responding to potential emergencies, disasters or abnormal operational circumstances. This plan is to provide guidelines that will minimize disruption of normal customer services and protect public health and safety if an incident should occur.

Each ERP must include the following information:

- a) the names and telephone numbers of
  - i) the management personnel for the water supply system,
  - ii) the Drinking Water Officer, Medical Health Officer and Public Health Inspector, and
  - ii) other agencies and officials specified by the drinking water officer;
- b) the persons referred to in paragraph (a) to be contacted in each type of emergency or abnormal operational circumstance;
- c) the steps to follow in the event of an emergency or abnormal operational circumstances;
- d) protocols to follow respecting public notice if an immediate reporting standard cannot be met.

This specific ERP was developed by the Cariboo Regional District for the Forest Grove Water System. Within this plan, specific community and CRD staff members are identified and assigned guideline procedures and appointed responsibilities. In the case of an incident, it is vital that these identified individuals be familiar with the scope of the ERP and their appointed responsibilities. This is to insure, that if an incident should occur, the safety of the public served by this water system is guaranteed and service disruption is minimal.



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# EMERGENCY RESPONSE PLAN

## CARIBOO REGIONAL DISTRICT EMERGENCY RESPONSE PLAN \* ACTION LIST

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### **TYPE OF EMERGENCY:** SUSPECTED CONTAMINATION OF SYSTEM THROUGH VANDALISM ETC.– TYPE OF CONTAMINATION UNKNOW

- ACTIONS:**
- Contact Drinking Water Officer, following consultation, determine type of public notice and if appropriate; notify High-Risk users by phone, general users through block phone calling, radio advisory, e-mail distribution and door-to-door distribution of printed notice, as appropriate. Post print notice at all public water supplies
  - Arrange alternate source of drinking/cooking water if duration of contamination exceeds 2 days
  - Correct contamination problem, sampling etc.
  - In consultation with Drinking Water Officer advise public through radio advisory, e-mail, or door to door notices, as appropriate, when normal water consumption can continue

**CONTACTS:** Regional Utilities Operator, Manager of Environmental Services, Drinking Water Officer, Police, School

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### **TYPE OF EMERGENCY:** CONTAMINATION OF SYSTEM – E.COLI

- ACTIONS:**
- Contact Drinking Water Officer, following consultation determine type of public notice and if appropriate; notify high risk users by phone, general users through block phone calling, radio advisory, e-mail distribution and door-to-door distribution of printed notice, as appropriate. Post print notice at public water supplies
  - Identify problem and make repairs
  - Arrange alternate source of drinking/cooking water if duration of contamination exceeds two days
  - Disinfect and flush system as required
  - Test for E.coli
  - Repeat as necessary
  - In consultation with Drinking Water Officer advise public through radio advisory, e-mail, or door to door distribution of printed notices, as appropriate, when normal water consumption can continue

**CONTACTS:** Regional Utilities Operator, Manager of Environmental Services, Drinking Water Officer, School

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#### **TYPE OF EMERGENCY:** PUMPING FAILURE

##### **ACTIONS:**

- Determine reason for failure.
- Switch to backup source if available
- If service will be interrupted; notify Drinking Water Officer
- Notify general users through radio advisory and e-mail distribution, or door-to-door distribution of printed notice, as appropriate, to conserve water until further notice
- Contact contractors (electrical, pump suppliers as required)
- Arrange alternate source of drinking/cooking water when reservoir supply depleted
- Advise public through radio advisory, e-mail, or door to door distribution of printed notices, as appropriate, when normal water consumption can continue

##### **CONTACTS:**

Regional Utilities Operator, Manager of Environmental Services, Drinking Water Officer, contractors, suppliers

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#### **TYPE OF EMERGENCY:** BROKEN WATER MAIN

##### **ACTIONS:**

- Shut off valves to isolate broken main
- Notify Drinking Water Officer
- Make repairs
- Notify affected users of interrupted service through radio advisory, e-mail, or door-to-door printed notices as appropriate; to conserve water until further notice
- Disinfect/flush water mains and sample
- Advise public through radio advisory, e-mail or door-to door printed notice, as appropriate, when normal water consumption can continue

##### **CONTACTS:**

Regional Utilities Operator, Manager of Environmental Services, Drinking Water Officer, Excavation Contractors, Suppliers

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#### **TYPE OF EMERGENCY:** POWER FAILURE

- ACTIONS:**
- Determine if power failure is area wide or local to the site
  - Make arrangements for backup power if interruption to service will be extensive
  - Notify Drinking Water Officer
  - If interruption to service will be lengthy notify users through radio advisory, e-mail, or door-to-door printed notices as appropriate; to conserve water until further notice
  - Advice public through radio advisory, e-mail, or door-to door printed notice, as appropriate, when normal water consumption can continue

**CONTACTS:** Regional Utilities Operator, Manager of Environmental Services, Drinking Water Officer, BC Hydro

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#### **TYPE OF EMERGENCY:** BACKFLOW OR BACK SIPHON

- ACTIONS:**
- Contact Drinking Water Officer, following consultation determine type of public notice and if appropriate; notify High-Risk users by phone, general users through block phone calling, radio advisory, e-mail distribution and door-to-door distribution of printed notice; post print notice at public water supplies
  - Arrange alternate source of drinking/cooking water if duration of contamination exceeds 2 days
  - Isolate contamination area if possible
  - Determine and isolate source until problem corrected
  - Flush and disinfect lines and sample until free of contaminate
  - In consultation with Drinking Water Officer advise public through radio advisory, e-mail, or door to door distribution of printed notices, as appropriate, when normal water consumption can continue

**CONTACTS:** Regional Utilities Operator, Manager of Environmental Services, Drinking Water Officer

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