

**DRINKING WATER SUPPLY**

**CONTINGENCY PLAN**

WATER SUPPLY CONTINGENCY PLAN FOR:

\_\_\_\_\_VILLAGE OF WARSAW\_\_\_\_\_

PWS ID NUMBER: \_\_\_\_\_1600612\_\_\_\_\_

COUNTY: \_\_\_\_\_Coshocton\_\_\_\_\_

POPULATION SERVED: \_\_812\_\_\_\_\_

DATE: \_\_\_\_\_

**REVISIONS:** (All copies of this plan must be revised as the names, addresses, and telephone numbers of personnel, suppliers, contractors, and governmental agencies are changed, as well as changes in the water supply system, but at least annually.)

ORIGINAL DATE DRAFTED \_\_\_\_\_

<u>PAGE</u>	<u>SECTION REVISED</u>	<u>REVISED BY</u>	<u>DATE</u>
_____	_____	_____	_____
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_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

\* Note: Contingency Plans must be updated at least yearly and a copy of the reviewed plan submitted to the:

Ohio EPA, Southeast District Office  
2195 Front St.  
Logan, OH 43138

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**DRINKING WATER SUPPLY  
CONTINGENCY PLAN**

Water supply contingency plan for \_\_\_\_\_ public water system located in \_\_\_\_\_ County \_\_\_\_\_ Ohio as of \_\_\_\_\_ (DATE).

Copies of this plan are at the following locations:

- 1. Office - \_\_\_\_\_  
List exact location (desk, bulletin board, etc.)
- 2. Owner/Operator Residence - \_\_\_\_\_
- 3. Water/Wastewater Plant - \_\_\_\_\_  
List exact location (desk, bulletin board, etc.)
- 4. Co. EMA. Office - \_\_\_\_\_
- 5. Other - \_\_\_\_\_

Owner/Operator Emergency Contact Numbers:

Name: _____	Office: _____
	Home: _____
Title: _____	Cell: _____
	Pager: _____
	Other: _____

Name: _____	Office: _____
	Home: _____
Title: _____	Cell: _____
	Pager: _____
	Other: _____

Name: _____	Office: _____
	Home: _____
Title: _____	Cell: _____
	Pager: _____
	Other: _____

**IN ABSENCE OF OWNER/OPERATOR**

The following person(s) are thoroughly familiar with the emergency plan and are authorized to make necessary repairs to the water system in the absence of the owner.

<u>NAME</u>	<u>ADDRESS</u>	<u>PHONE DURING OFFICE HOURS</u>	<u>IF NO ANSWER CALL</u>
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The following person(s) are thoroughly familiar with the plan and are available under emergency circumstances:

<u>NAME</u>	<u>ADDRESS</u>	<u>PHONE DURING OFFICE HOURS</u>	<u>IF NO ANSWER CALL</u>
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## WATER MAIN BREAK

1. ( ) Evaluate the break - Can be repaired under pressure? If not and depressurization will (or has) occurred, do the following:
  - a. ( ) Contact critical water users in **Appendix B** as necessary.
  - b. ( ) Contact emergency personnel and agencies (i.e. fire dept., EMS, Ohio EPA, etc.) using the phone number(s) found in **Appendix A**. Notify them of the situation.
  - c. ( ) Notify the public in the affected area using the water advisory found in **Appendix N**.
  - d. ( ) Follow the depressurization policy found in **Appendix K**.

*NOTE: It is preferable to repair a water break under pressure if at all possible to reduce the likelihood of contamination.*

2. ( ) Contact the work personnel, city officials, and contractors using the phone number(s) found in **Appendix A** needed to proceed with repairing the break.
3. ( ) If any valves must be closed to isolate the area of the break, keep the isolated area as small as possible. A map of valve and water main locations are found in **Appendix E**.
4. ( ) Make an inventory of the parts necessary to repair the break. Obtain the parts as necessary using the Supplier and Parts list found in **Appendix C**.

## INORGANIC/ORGANIC CONTAMINATION

1. ( ) Attempt to determine the specific chemical which has caused the contamination and its hazard classification. There are four broad classifications of contamination as follows:

HAZARD TYPE	DESCRIPTION
<b>Pollution Hazard</b>	A condition through which an aesthetically objectionable or degrading material <b>NOT</b> dangerous to health may enter the public water system or a consumer's potable water system (for example - a food grade product)
<b>System Hazard</b>	A condition, device, or practice posing an actual or potential threat of damage to the physical properties of the public water system or a consumer's potable water system <b>but will not</b> cause an adverse health effect (for example - an inert material that may clog the water line but not cause illness if ingested)
<b>Health Hazard</b>	Any condition, device, or practice in a water supply system or its operation that creates, or <b>may create a danger to the health and well being</b> of others. <b>(For example, a fluoride overfeed that results in a concentration greater than 10 mg/L in the PWS)</b>
<b>Severe Hazard</b>	<b>Any health hazard that could reasonable be expected to result in significant morbidity or death</b> (for example - the contamination of a water system with a large amount of pesticide)

If the degree of hazard cannot be determined, assume the situation presents a **severe hazard**.

2. ( ) Determine the following information:

Who made the first observation, their phone number and location.

When did it happen?

What is it? ( What are its qualities - color/taste/smell - MSDS sheet available?)

How much of it entered the water system?

Where did it enter the water system?

Where is it now? (is it isolated to an area or is it wide spread?)(area and population affected)

Can it be isolated?

Can depressurization and or flushing of the affected area be done quickly and without serious consequences?

3. ( ) If the contamination is classified as either a **health hazard** or a **severe hazard** do the following:
  - a. ( ) issue a no-use water advisory immediately (see **Appendix O**). A boil advisory will not be adequate for most chemical contamination – boiling the water may only serve to concentrate the contaminant.
  - b. ( ) If the contaminant could cause serious illness or death, can you isolate the water supply from users? (See **Appendix L**)
4. ( ) If a water advisory will be issued, contact the critical water users listed in **Appendix B** and notify them of the situation.
5. ( ) Immediately contact emergency personnel and agencies (i.e. fire dept., EMS, Ohio EPA, etc.) using the phone number(s) found in **Appendix A**. Notify them of the situation.
6. ( ) If possible, determine the cause and source of the contamination – eliminate the source. Consider the possibility that the cause may be due to a cross connection, backflow, or back siphonage.
7. ( ) Begin flushing the distribution system to eliminate the contaminant from the public water supply.

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## BACTERIOLOGICAL CONTAMINATION

1. ( ) If only a routine sample has been determined as total coliform positive and no repeat samples have yet been taken, follow the procedure found in **Appendix I**.
2. ( ) If an "ACUTE" bacteriological violation has occurred, issue the "BOIL ADVISORY" (see **Appendix M**) and public notice found (**Appendix ?**) and do the following:
  - a. ( ) Contact critical water users in **Appendix B** and notify them of the situation and the necessity to boil their water.
  - b. ( ) Immediately contact the Ohio EPA and any other emergency personnel or agencies that are appropriate for the situation using the phone number(s) found in **Appendix A**.
  - c. ( ) Divide the distribution system into sections. Begin bacteriological sampling in each section and at the plant tap to determine the extent and cause of the contamination. (NOTE: The best locations are those indicated in the "Bacteriological Sample Siting Plan".)
3. ( ) Ensure that at least a 0.2 mg/l free chlorine residual is maintained in all parts of the distribution system. If the free chlorine residual falls below 0.2 mg/l, increase the chlorine dosage immediately. Dosing the storage tanks, as needed, will quickly increase the chlorine residual to 0.2 mg/l.

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## SUSPECTED TAMPERING AT SYSTEM FACILITIES

Tampering with may range from the simple defacement of property to the introduction of biological or chemical agents into the water supply. These actions can be divided into several general categories:

Action	Description
Vandalism	Actions that cause physical damage to property and structures, such as spraying graffiti on buildings, cutting fences to gain access to secure areas, breaking windows, and damaging or removing locks from doors or wells.
Malicious Action	Actions that, intentional or not, introduce or threaten to introduce foreign substances into a portion of the treatment or distribution system or cause damage to a portion of the public water systems infrastructure. These acts range from pranks that “go too far” (adding food coloring to a storage tank) to actions intended to cause a disruption to the public water supply or the introduction of toxic substances into the distribution system.
Terrorism	Intentional actions introduce or threaten to introduce foreign substances into a portion of the treatment or distribution system or cause damage to a portion of the public water systems infrastructure. These acts are meant to cause harm to individuals and cause unease or panic in the general public.

### PROCEDURE

1. ( ) Immediately take the following actions:
  - a. ( ) Treat the area as a crime scene. Minimize disturbance of the area in order to preserve physical evidence, which can include fingerprints, tire tracks, tool marks, dropped materials, or tools. Document the observed conditions, with photographs and video if possible, taking care to note anything that is out of the ordinary.
  - b. ( ) Contact the law enforcement agency listed in **Appendix A**. Work with local law enforcement personnel to determine if the tampering was the result of vandalism, a malicious action, terrorism, or had some other cause.
  - c. ( ) Isolate the affected portion of the system.
  - d. ( ) Immediately contact the Ohio EPA and any other emergency personnel or agencies that are appropriate for the situation using the phone number(s) found in **Appendix A**.
  
2. ( ) Complete the following activities as soon as possible:
  - a. ( ) If there is evidence of contamination, perform a physical check on the system and its structural integrity (check storage tanks for foreign objects, look for open

hydrants, etc.).

- b. ( ) Contact the laboratories listed in **Appendix D** to determine if they are capable of analyzing for and identifying unknown substances.
- c. ( ) If it is determined that the tampering resulted in the probable introduction of chemical or biological contaminants into the storage tank, proper precautions must be taken during sampling to prevent exposure to the contaminant and/or daughter products.
- d. ( ) With the consent of law enforcement, begin to repair/secure all points of entry and other physical damage to structures.

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## RECOMMENDED PROCEDURE FOR DEPRESSURIZATION

1. ( ) In the event of depressurization due to water main breaks or other physical disruptions in the integrity of a water system, the system should be considered *E. coli* or fecal positive (unsafe) and the system must be sampled for total coliform bacteria.
  - a. ( ) Contact critical water users in **Appendix B** and notify them of the situation and the necessity to boil their water.
  - b. ( ) Immediately contact the Ohio EPA and any other emergency personnel or agencies that are appropriate for the situation using the phone number(s) found in **Appendix A**.
  - c. ( ) Issue a water use/boil advisory for the affected area. Provide notice by radio, television, handbill, or continuous posting within 72 hours. (See **Appendix N**).
2. ( ) Contact the work personnel, city officials, and contractors using the phone number(s) found in **Appendix A** needed to proceed with repairing the break.
3. ( ) Institute any water conservation measures deemed necessary.
4. ( ) If depressurization is the result of a break, isolate the area. Keep the isolated area as small as possible. A map of valve and water main locations are found in **Appendix E**. Make an inventory of the parts necessary to repair the break. Obtain the parts as necessary using the Supplier and Parts list found in **Appendix C**.
5. ( ) Take the necessary measures to restore pressure as soon as possible. Repairs must be made in accordance with AWWA C651-Section 10.
6. ( ) Disinfect the system according to recommended procedures for line breaks or physical disruption of the integrity of the system.
7. ( ) Sample for bacterial contamination. Obtain at least one set of samples that are total coliform negative before the boil advisory is lifted by Ohio EPA. Mark the sample SPECIAL PURPOSE. Even if the first set is negative, it is suggested that a second set of samples be taken. If a second set of samples is taken, they shall be considered part of routine sampling for monthly compliance purposes. NOTE: The initial samples are considered "special purpose" and will not count toward the routine total coliform monitoring requirement.
8. ( ) If any sample in the initial set is coliform positive, the boil advisory will remain in place until two consecutive sets of samples are coliform negative.
9. ( ) Submit a report of the incident to Ohio EPA's District Office. Include a copy of the sample results and any pertinent notifications with the report.

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## DISTRIBUTION SYSTEM STORAGE FAILURE

1. ( ) Isolate or remove the storage unit from the system.
2. ( ) After the storage unit has been removed from service either:
  - a. ( ) Haul water using the approved haulers found in **Appendix A**.
  - b. ( ) Pump the source continuously with pressure relief.
  - c. ( ) Bring in an NSF-approved temporary storage tank with approval of Ohio EPA.
  - d. ( ) Activate an existing emergency connection to another public water system or install a new emergency connection to another public water system with approval of Ohio EPA
3. ( ) After repairs have been made, bring the storage unit online in accordance with AWWA C652.

## SUSPECTED BACKFLOW OR CROSS CONNECTION

1. ( ) Isolate suspected facility/source of the backflow connection.

## SOURCE FAILURE (Including Pumps, Wells, and/or Intakes)

1. ( ) In the event of source failure:
  - a. ( ) Contact critical water users in **Appendix B** and notify them of the situation and the necessity to boil their water.
  - b. ( ) Immediately contact the Ohio EPA and any other emergency personnel or agencies that are appropriate for the situation using the phone number(s) found in **Appendix A**.
  - c. ( ) Issue a water use/boil advisory for the affected area. Provide notice by radio, television, handbill, or continuous posting within 72 hours. (See **Appendix N**).
  
2. ( ) Alternative sources of water and the method of disinfection that will be used for each source. Options include, but are not limited to:
  - a. ( ) Hauling water using the approved haulers found in **Appendix A**.
  - b. ( ) Activating an existing emergency connection to another public water system or installing a new emergency connection to another public water system with approval of Ohio EPA.

System name:	Contact	Day-Time Phone	After Hours

- c. ( ) Providing bottled water for potable use from the following organization(s):

Company	Contact	Day-Time Phone	After Hours

- d. ( ) In consultation with Ohio EPA, develop an alternate source of drinking water.

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## APPENDIX A

### 24-HOUR PHONE NUMBERS:

<b>Organization</b>	<b>Day-Time Phone</b>	<b>In No Answer</b>	<b>After Hours</b>
Ohio EPA District Office		1-800-282-9378	
County EMA			
Local Law Enforcement			
Sheriff			
Fire Department			
Health Department			
Electric Company			
Phone Company			
Local Radio Station (1)			
Local Radio Station (2)			
Local Radio Station (3)			
Hospital(s)			
EMS			
Ohio Utilities Protection			1-800-362-2764
Owner/Operator			

### MATERIALS (Repair Clamps, valves & fittings, feeders, etc.)

<b>Organization</b>	<b>Day-Time Phone</b>	<b>In No Answer</b>	<b>After Hours</b>

**CHEMICALS** (Chlorine, Calcium Hypochlorite, etc.)

<b>Organization</b>	<b>Day-Time Phone</b>	<b>In No Answer</b>	<b>After Hours</b>

**ELECTRICIANS** (Local Contractors for Equipment & Support)

<b>Organization</b>	<b>Day-Time Phone</b>	<b>In No Answer</b>	<b>After Hours</b>

**APPROVED WATER HAULERS**

<b>Organization</b>	<b>Day-Time Phone</b>	<b>If No Answer</b>	<b>After Hours</b>

**APPENDIX B**

**CRITICAL USER LIST**

**WATER USERS HAVING A NEED FOR CONTINUOUS WATER SUPPLY**

<b>Organization</b>	<b>Address</b>	<b>Day-Time Phone</b>	<b>In No Answer Call</b>



**PARTS LIST**

<b>Part</b>	<b>Description</b>	<b>Location</b>

## APPENDIX D

### APPROVED LABORATORY LISTING

Laboratory Name	Address	Phone Numbers
		Phone: Fax:
		Phone: Fax:
		Phone: Fax:
		Phone: Fax:
		Phone: Fax:
		Phone: Fax:
		Phone: Fax:
		Phone: Fax:
		Phone: Fax:
		Phone: Fax:

## **APPENDIX E**

*Insert the following:*

*A map (or maps) of the distribution system with detailed locations for each valve in the system, including references to aid in the location of these valves.*

*A map (or maps) of the wellfield and/or surface water intakes.*

## **APPENDIX F**

*Insert the following information on emergency expenditures:*

*Amounts budgeted for emergency use*

*A statement of:*

*who can authorize the expenditures; and*

*under what conditions such authorization and expenditure can occur.*

## **APPENDIX G**

### **C651-92 SECTION 10: DISINFECTION PROCEDURES WHEN CUTTING INTO OR REPAIRING EXISTING MAINS**

The following procedures apply primarily when existing mains are wholly or partially de-watered. After the appropriate procedures have been completed, the existing main may be returned to service prior to completion of bacteriological testing in order to minimize the time customers are out of water. Leaks or breaks that are repaired with clamping devices while the mains remain full of pressurized water present little danger of contamination and require no disinfection.

#### **Sec. 10.1 Trench Treatment**

When an existing main is opened, either by accident or by design, the excavation will likely be wet and may be badly contaminated from nearby sewers. Liberal quantities of hypochlorite applied to open trench areas will lessen the danger from such pollution. Tablets have the advantage in such a situation because they dissolve slowly and continue to release hypochlorite as water is pumped from the excavation.

#### **Sec. 10.2 Swabbing With Hypochlorite Solution**

The interior of all pipe and fittings (particularly couplings and sleeves) used in making the repair shall be swabbed or sprayed with a 1 percent hypochlorite solution before they are installed.

#### **Sec. 10.3 Flushing**

Thorough flushing is the most practical means of removing contamination introduced during repairs. If valve and hydrant locations permit, flushing toward the work location from both directions is recommended. Flushing shall be started as soon as the repairs are completed and shall be continued until discolored water is eliminated.

#### **Sec. 10.4 Slug Chlorination**

When practical, in addition to the procedures above, the section of main in which the break is located shall be isolated, all service connections shut off, and the section flushed and chlorinated as described in Sec. 5.3, except that the dose may be increased to as much as 300 mg/l and the contact time reduced to as little as 15 min. After chlorination, flushing shall be resumed and continued until discolored water is eliminated, and the water is of noticeable chlorine odor.

#### **Sec. 10.5 Sampling**

Bacteriological samples shall be taken after repairs are completed to provide a record for determining the procedure's effectiveness. If the direction of flow is unknown, then samples shall be taken on each side of the water main. If positive bacteriological samples are recorded, then the situation shall be evaluated by the purchaser (or purchaser's representative) who can determine corrective action, and daily sampling shall be continued until two consecutive negative samples are recorded.

## **APPENDIX H**

*Insert the following:*

*AWWA Standard C652 - Disinfection Procedures for Finished Water Storage Reservoirs*

# APPENDIX I

## TOTAL COLIFORM POSITIVE SAMPLE PROCEDURE

(Procedure to follow when a routine total coliform positive sample result occurs.)

Should any routine sample result be determined as total coliform positive, then a public water system must do the following:

1. Take four repeat samples within 24 hours of being notified of the routine positive sample result. These repeat samples must be collected from the following locations:
  - a. At the routine sampling location;
  - b. One within five service connections upstream of the routine sample site;
  - c. One within five service connections upstream of the routine sample site;
  - d. One additional sample within five service connections upstream or downstream of the routine sample site;
  - e. Forward a copy of the results to *Ohio EPA, Southeast District Office* within 24 hours.
2. Should an acute violation of the Maximum Contaminant Level for Total Coliforms occur, the public water system must do the following:
  - a. Contact the *Ohio EPA, Southeast District Office* immediately at 740-385-8501 and forward a copy of the analyses to the *Ohio EPA, Southeast District Office* within 24 hours;
  - b. Issue the required public notice and water use/boil advisory in the affected area; (See example on page 9)
  - c. Notify critical users immediately (a listing of critical users can be found in the **Contingency Plan** for the water system).
  - d. Immediately conduct an investigation to determine and eliminate the source of contamination;
  - e. If the MCL is exceeded, the water system may cease repeat monitoring during this investigation. All remaining routine monitoring must be conducted for the monitoring period.
  - f. Maintain the water use/boil advisory until one set of repeat bacteriological samples are determined as total coliform negative. (A set of repeat samples must consist of a minimum of four samples and sets must be collected 24 hours apart.)
  - g. Send a copy of the public notice issued and the verification form (page 11) to the *Ohio EPA, Southeast District Office* immediately after delivery of the public notice is completed.

*NOTE: Effective 4-1-99, an acute violation (defined in OAC, Rule 3745-81-14(C)) occurs when a repeat sample is:*

- E. Coli-positive, or*
- fecal coliform-positive, or*
- total coliform positive following a fecal coliform or E. Coli-positive routine sample, or*
- repeat sample not collected as required.*

NOTES


## APPENDIX J

### OHIO EPA LABORATORY INSTRUCTIONS FOR THE COLLECTION OF DRINKING WATER SAMPLES FOR TOTAL COLIFORM ANALYSES

The prescribed procedures must be followed in detail for a valid laboratory analysis.

1. *Select the sampling tap*

- a. A tap, such as faucet, or small valve, is preferable. Do not sample from hoses or drinking water fountains.
- b. Avoid taps with a leak at the stem or taps with a swivel joint.
- c. Aerated or screened nozzles may harbor bacteria. The aerator or screen must be removed before collection of the sample.
- d. Place all carbon filters, sediment filters and water softeners on bypass unless operated by a public water system.
- e. Sanitize the nozzle of the tap with a chlorine solution.
  - i. Use a 5.25% sodium hypochlorite solution, such as Chlorox™ liquid bleach. **Do not use chlorine solutions with special scents.** To prepare a sanitizing solution that will contain about 400 mg/L of available chlorine (as hypochlorite) from the 5.25% sodium hypochlorite, add one ounce of bleach to one gallon of water (or 1 tablespoon per half-gallon). Store the mixed solution in a tightly closed screw capped container. The solution should be discarded and remade six months after preparation. Stronger solutions can be used, however, some faucet discoloration may result.
  - ii. Flush the sample tap to waste for one minute. Close the valve.
  - iii. Apply the sanitizing solution, prepared in step (i) above to the nozzle. This can be accomplished by either using a spray bottle or a plastic bag.
    - (1) Using a spray bottle, saturate the tap opening with sanitizing solution then wait at least two minutes before proceeding  
or
    - (2) Place a bag over the nozzle and hold the top of the bag tightly on the tap. Alternately squeeze and release the bag to flush the solution in and out of the tap. Do this for two minutes. A fresh solution and bag must be used to sanitize each tap.

2. *Flush the tap*

The sample to be collected is intended to be representative of the water in the main. The tap must be opened fully and the water run to waste for at least 3-5 minutes to allow for adequate flushing of the piping between the tap and water main.

3. *Reduce the flow from the tap*

This will allow the sample bottle to be filled without splashing.

4. *Remove the cap from the sample bottle*
  - a. Grasp the bottom of the sample bottle.
  - b. Remove the cap and hold the exterior of the cap between fingers while filling the sample bottle. Take care not to touch the mouth of the bottle or the inside of the cap with fingers or the sample could become contaminated.
  - c. The bottle must be open only during the collection of the sample.

5. *Fill the sample bottle*
  - a. Do not rinse out the bottle before collecting the sample. Do not remove any 'pills' from the bottle. The bottle contains a small amount of sodium thiosulfate to neutralize the chlorine in the water.
  - b. Do not touch the rim or mouth of the bottle during collection of the sample.
  - c. Do not overflow. Fill the bottle to within 1/2 - 1" of the top.

6. *Immediately recap the sample bottle tightly*

If there is any question as to whether a sample or bottle has become contaminated during collection of the sample, the sample must be discarded and a new sample collected in a new sample bottle.

7. *Deliver the sample to the laboratory as soon as possible*

The laboratory must receive the sample so that analysis can be initiated within 30 hours after collection. Allow the laboratory adequate time to analyze the sample. Certified laboratories will not test samples greater than 30 hours old because the results will be invalid and the laboratory risks loss of certification.

8. *Additional information*

- a. A bacteriological sample report form is supplied with each sample bottle. The top half of the form is to be filled out in a legible manner using either indelible pen, rubber stamp or typewriter. Do not use a fountain pen or other pens having water soluble ink.
- b. Samples must be collected in bottles supplied by the certified laboratory.
- c. Bacteriological sample report forms that have not been properly completed as to name of water system, PWS ID#, address, date and time of collection, and signature of collector will not be accepted for bacteriological examination.

## **APPENDIX K**

### **DEPRESSURIZATION POLICY** **Depressurization Situations**

In the event of depressurization due to water main breaks or other physical disruptions in the integrity of a water system, the system should be considered total coliform positive (unsafe) and the system must be sampled for total coliform bacteria. After repairs have been made in accordance with AWWA C651-Section 10, a set of samples shall be taken. If this set is total coliform negative the boil advisory can be lifted. Even if the first set is negative, it is suggested that a second set of samples be taken. If a second set of samples is taken, they shall be considered part of routine sampling for monthly compliance purposes. If any samples in the initial set of samples is coliform positive, the boil advisory shall remain in place until two sets of samples are coliform negative.

APPENDIX L

**STEPS TO ISOLATE THE WATER SUPPLY FROM USERS**

1.
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3.
4.
5.
6.
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## APPENDIX M

REMEMBER: in addition to the following notification, a public water system must consult with Ohio EPA within 24 hours of becoming aware of the violation.

### **PUBLIC NOTICE FOR AN ACUTE MCL VIOLATION**

Ohio Administrative Code (OAC) Rule 3745-81-21 requires us to routinely monitor the bacterial quality of our drinking water. Sampling conducted for our water system at (      
Name of Pws ) showed that fecal coliforms or Escherichia coli (E. Coli) bacteria were found in samples collected during (      
month/year ).

This is a violation of OAC Rule 3745-81-14 and may pose an acute risk to human health. Therefore, we are required to provide all consumers of our water the following information:

*"The United States Environmental Protection Agency (USEPA) sets drinking water standards and has determined that the presence of coliform bacteria is a serious health concern. These bacteria are generally not harmful themselves, but their presence in drinking water is serious because they often are associated with sewage or animal wastes. The presence of these bacteria in drinking water generally is a result of a problem with water treatment or the pipes which distribute the water, and indicates that the water may be contaminated with organisms that can cause disease. Disease symptoms may include diarrhea, cramps, fever, nausea, and possibly jaundice, and any associated headaches and fatigue. These symptoms, however, are not just associated with disease-causing organisms in drinking water, but also may be caused by a number of factors other than your drinking water. USEPA has set an enforceable drinking water standard for coliform bacteria to reduce the risk of these adverse health effects. Under this standard, drinking water samples must be free of coliform bacteria. Drinking water which is free of coliform bacteria is usually not associated with a health risk from disease-causing bacteria and should be considered safe.*

**As a precaution, state and local health authorities recommend that consumers consumer's vigorously boil, for at least one minute, any water used for drinking (including water used to make ice), cooking or oral hygiene or bottled water should be used"**

For addition information, please contact:

\_\_\_\_\_  
Name of owner, operator, or designee of water system

\_\_\_\_\_  
Name of Public Water System

\_\_\_\_\_  
Address of owner, operator or designee of water system

\_\_\_\_\_  
PWS ID Number

\_\_\_\_\_  
Telephone Number of owner, operator, or designee of water system

## APPENDIX N

### EXAMPLE BOIL ADVISORY - PRECAUTIONARY

Due to (describe problem, for example: a major line break)

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The **(name of water system)** is advising all residents in the following area, that until further notice, all consumer's vigorously boil, for at least one minute, any water used for drinking (including water used to make ice), cooking or oral hygiene."

**\*(Use only if appropriate)**

The (name of water system) has no evidence at this time that the water system is contaminated. The possibility does exist however that the water system is contaminated and is issuing this advisory as a precaution.

The water department is conducting an investigation and collecting additional samples and hopes to have this problem corrected soon. An additional notice will be given when the water use advisory is lifted. For further information contact (water system contact person) at (telephone number).

## APPENDIX O

### EXAMPLE NO-USE ADVISORY

Due to (describe problem):

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The **(name of water system)** is advising all residents in the following area, that until further notice, consumer's must not use any water for any purpose.

**\*(Use only if appropriate)**

The (name of water system) has no proof at this time that the water system is contaminated. Nevertheless, the possibility does exist however that the water system is contaminated and we are issuing this advisory as a precaution.

The water department is conducting an investigation and conducting chemical analyses and hopes to have this problem corrected soon. An additional notice will be given when the water use advisory is lifted. For further information contact (water system contact person) at (telephone number).

## APPENDIX P

### VERIFICATION THAT THE PUBLIC WAS NOTIFIED (For community acute MCL violations)

I HEREBY CERTIFY THAT THE PUBLIC NOTICE ATTACHED WAS DISTRIBUTED TO ALL CONSUMERS OF THE DRINKING WATER BY THE METHOD(S) INDICATED BELOW AS REQUIRED BY OHIO ADMINISTRATIVE CODE RULE 3745-81-32

TYPE OF WATER SYSTEM	REQUIRED METHOD OF PUBLIC NOTIFICATION	ACTUAL METHOD OF PUBLIC NOTIFICATION BASED ON TYPE OF COMMUNITY WATER SYSTEM <i>Fill out all appropriate blank(s)</i>
Community served by a daily newspaper	<ol style="list-style-type: none"> <li>1. Furnishing a copy of the notice to radio and TV stations serving the area served by the water system as soon as possible but no later than 72 hours after the violation; <u>and</u></li> <li>2. Publication for 3 consecutive days in a daily paper of general circulation in the area served by the water system within 14 days after the violation; <u>and</u></li> <li>3. Mail or hand delivery within 30 days after the violation.</li> </ol>	Date notice provided to tv and radio: _____  Name of newspaper: _____  Dates of publication of notice in paper: _____  Date(s) of mail or hand delivery: _____
Community served only by a weekly newspaper	<ol style="list-style-type: none"> <li>1. Furnishing a copy of the notice to radio and TV stations serving the area served by the water system <b>as soon as possible</b> but no later than 72 hours after the violation; <u>and</u></li> <li>2. Publishing the notice for 3 consecutive weeks in a weekly paper of general circulation in the area served by the water system within 14 days of the violation; <u>and</u></li> <li>3. Mail or hand delivery within 30 days of the violation.</li> </ol>	Date notice provided to tv and radio: _____ Name of newspaper: _____  Dates of publication of notice in paper: _____  Date(s) of mail or hand delivery: _____
Community not served by a newspaper	<ol style="list-style-type: none"> <li>1. Mail, <u>or</u> hand delivery, <u>or</u> continuous posting in conspicuous places as soon as possible but no later than 72 hours of the violation. Mail or hand delivery of the notice must be repeated at least once every 30 days as long as the violation exists. Continuous defined as until the water use advisory is lifted. (If notice is issued by continuous posting, community <b>must obtain</b> prior approval from the appropriate district office)</li> </ol>	Date of mail or hand delivery: _____  <u>or</u> Date notice first posted: _____  <u>or</u> Location(s) of <u>continuous</u> posting: _____ _____ _____

\_\_\_\_\_  
Signature of Responsible Official

\_\_\_\_\_  
NAME OF PUBLIC WATER SYSTEM

\_\_\_\_\_  
Printed Name and Title of Responsible Official

\_\_\_\_\_  
PWS ID NUMBER

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Name

**For OEPA use only**  
Date PN Received: \_\_\_\_\_

\_\_\_\_\_  
**MONITORING PERIOD**

PN acceptable:      PN not acceptable:

\_\_\_\_\_  
**VIOLATION TYPE:**