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STATE of CONNECTICUT

DEPARTMENT of PUBLIC HEALTH

**Community Water System Emergency & Contingency Response Plan Form**

Pursuant to RCSA Section 19-13-B102(w), your water system is required to have an Emergency and Contingency Response Plan. This form is a template for Community Water Systems (CWS) to use in meeting this regulatory requirement and to facilitate compliance assessment by DPH staff. Please maintain a copy of this plan with the water system management and provide a copy to DPH at the time of your sanitary survey.

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| **Public Water System Information** | | | | | |
| **PWS ID:** |  | **PWS Name:** |  | **Town:** |  |
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| **Emergency & Contingency Response Plan Components** | | | | | |
| (A)(i) | Plan for restoring service to the CWS’s consumers in the event of a disruption of the CWS’s supply of water to the CWS’s consumers due to a loss of power of the CWS’s water supply. | | | | |
| Please provide details on how you intend to meet RCSA Section 19-13-B102(w)(A)(i). Include CWS personnel responsible for ensuring continuous power supply. | | | | | |
| (A)(ii) | Plan for maintaining an adequate and safe supply of water to the CWS’s consumers during a disruption of the CWS’s supply of water to the CWS’s consumers due to a loss of power of the CWS’s water supply; | | | | |
| Please provide details on how you intend to meet RCSA Section 19-13-B102(w)(A)(ii). Include CWS personnel responsible and any required contact information (Generator Service Company, Licensed Bulk Water Hauler, Interconnection supplier, Generator Fuel Supplier, etc.) | | | | | |

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| (A)(iii) | Plan for notifying the CWS’s consumers and local emergency management officials, including the department and the chief elected official of any municipality and any local health department or district health department in which the CWS is located, in accordance with section 19-13-B46 of the Regulations of Connecticut State Agencies, of the status of the CWS prior to, during, and following an event during which there is a disruption of the CWS’s supply of water to the CWS’s consumers due to a loss of power of the CWS’s water supply. | | | |
| Please provide details on how you intend to meet RCSA Section 19-13-B102(w)(A)(iii). Options to rapidly notify customers including phone calls, emails, door to door delivery of notices should be considered and a plan developed. Also contact information (daytime and after hours) should be maintained for local authorities including chief elected official and local health department/district.  Predominant Language(s) spoken by customers in your service area:  If predominant language is other than English, providing communication in the predominant language should be considered as part of your emergency response plan. | | | | |
| **DPH Drinking Water Section PWS Notification Form/Requirement** | | | | |
| Should an event occur requiring notification to the Department of Public Health (DPH) or consultation with the DPH pursuant to Sections 19-13-B46 and 19-13-B102 of the Regulations of Connecticut State Agencies, Public Water Systems (PWS) are to immediately call the Drinking Water Section (DWS) at 860-509-7333 (daytime) or 860.692.2333 (after hours). Along with this direct phone contact you should then complete & submit the notification form to the DWS and the Local Health Department (LHD) by the following business day after learning of an event that requires immediate notification. Please note that you will need to follow up with the following form to verify emergency notification compliance:  <https://portal.ct.gov/DPH/Drinking-Water/DWS/Forms-and-Applications#Public_Water_System_Notification_Form> | | | | |
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| **Contact Information for the Person Who Filled out Form:** | | | | | |
| Salutation: | | | First Name: | | Last Name: |
| Organization: | | | | Job Title: | |
| Business Phone: | | | Mobile Phone: | | E-mail Address: |

Reminder: Please ensure that PWS contact information on file with DPH is updated so that during an emergency, DPH has the means to rapidly contact the PWS if needed.

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| **General Recommendations for Generators at Public Water Systems** | | |
| All community water systems were required to install and maintain a standby generator/generator provisions capable of providing sufficient power to supply the power demands of the water system at each critical water system facility location by December 17, 2018. The most desirable way of providing standby power at critical water system facilities is by utilizing a permanently installed generator (powered by a gaseous fuel like propane or natural gas) with an automatic transfer switch so that there is no operator intervention necessary in the event of a street power outage. | | |
| **Permanent Generator Maintenance Considerations** | |
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| 1. | Is the generator being maintained as recommended by the manufacturer or being serviced at least annually? |
| 2. | Is the generator being exercised under load on a regular basis? (monthly is recommended) |
| 3. | Is a 7-day fuel supply available onsite? |
| **Portable Generator Provision Maintenance Considerations** | | |
| 1. | Have access issues been considered (eg. trees down) in deciding on a storage area for a mobile/portable generator? (as close as possible to hookup location is recommended) |
| 2. | Does onsite staff know on to hook up the generator safely? |
| 3. | Will the generator remain in place for the duration of the power outage to ensure that the water system remains pressurized? |
| 4. | Is there protection or mitigation measures from potential spills or leaks from refueling/servicing portable generators if located within the sanitary radius of a well or other water system component? |

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| **Emergency Power Generator Program** |
| The Department of Public Health Drinking Water Section has a low-interest generator loan program (with partial principal forgiveness) for permanent emergency generator installation projects at community PWS. More information on this program is available on this webpage:  <https://portal.ct.gov/DPH/Drinking-Water/DWS/Emergency-Power-Generator-Program> |