

**WATER SYSTEM EMERGENCY
RESPONSE PLAN (ERP)**

ISSUE DATE: 7-14-03

General ERP Statement

Pursuant to guidance from U.S. EPA and in compliance with Section 1433 of the Safe Drinking Water Act and the Emergency Planning and Community Right-To-Know Act, the Jackson County School District has adopted the following Emergency Response Plan to serve as a guide to the management and other staff in responding to an emergency event. Should such an event occur, board members, employees, and other agents of the system should use this ERP as a guide and their best judgment in preparing an appropriate response. The water system ERP shall be reviewed by the board each year and updated as necessary.

General Policy Statement

It is the policy of the Jackson County School District (JCSD) to provide employees and students with safe and healthy drinking water.

Reporting Workplace Hazards

The District requires all employees to report existing and potential hazards as soon as practical to the Assistant Superintendent at the Attendance Center. Copies of the District ERP Contact List shall be posted at the Office of the Attendance Center Assistant Superintendent.

General Emergency Procedures Statement

It is recommended that employees adhere to the following steps in responding to all emergency events that threaten the system, its employees, its students and / or its ability to maintain pressure and to supply potable water in compliance to federal/ state drinking water standards.

Identify the threat to the public, students, employees, and / or other system assets.

Take appropriate actions to prevent injuries and / or the loss of life.

Take appropriate actions to prevent additional injuries and / or damage.

Complete repairs based on priority demand.

Return water system to normal operational levels.

Natural Disasters

In the event of an impending weather related warning or advisory including a Thunderstorm, Tornado, Hurricane, Winter Storm, Flooding, or other natural disaster, the local Assistant Superintendent should ensure that the water system is adequately prepared by securing facilities, equipment, and ensuring reasonable protection. As soon as possible after the immediate danger has ended, employees will conduct a damage assessment of the water system. If the damage has caused or will cause a water outage, steps should be taken to restore water pressure as soon as possible.

External Emergencies

In the event of an external emergency, which threatens the water system, the District and employees should ensure that the probability of damage and or contamination of the water

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system or injury to the employees of the water system are minimized. Such events including an accidental chemical release, nuclear or other radiological release, natural gas or petroleum leak or fire, wildfire, riots or strikes, an act of terrorism or other external emergencies have the possibility of threatening the property. In the event of such emergency, the District should establish communication with the County Emergency Management Coordinator and other emergency response agencies to aid in the development of a plan to mitigate any possible damage or threat to the water system.

Internal Emergencies

In the event of an internal emergency, which threatens the water system, the District and employees should ensure that the probability of damage and or contamination of the water system, injury to employees, or injury to the public are minimized. Such events including an accidental chlorine release, fire, major water line break, or other internal emergencies have the possibility of threatening the property, employees, students, and mission of the water system. In the event of such emergency, the District should establish communication with the County Emergency Management Coordinator and other emergency response agencies to mitigate any possible damage or threat to the water system, its employees, students, or the public.

Threats and Hoaxes

With the receipt of a verbal, written, or rumored threat to the water system, the District and employees should consider the threat to be real until proven otherwise. Such threats including but not limited to the use of firearms, explosives, weapons of mass destruction, other weapons, and the threat of contaminating the water supply should be taken seriously. Law enforcement officials should be notified of the threat as soon as possible and steps should be taken immediately to protect the water system, its employees, and its students. If a threat related to introducing contaminants into the potable water supply, steps should be taken to immediately contact MSDH Division of Water Supply and the Mississippi Emergency Management Agency (designated Homeland Defense State Coordinating Agency) in addition to shutting off the supply of water and issuing a "Do Not Drink" notice. A thorough inspection of the water system should be implemented as soon as possible in addition to obtaining water samples at the source, storage tanks, and distribution system. Only after analytical tests have proven that no contaminants have been introduced into the water or under order from the MSDH - Division of Water Supply, should the water system be re-pressurized and the Do Not Drink notice lifted.

Contamination and Waterborne Disease Outbreaks

Pursuant to the water system Standard Operating and Maintenance Procedures and to the MSDH Operator Minimum Job Performance Guidelines, the designated employees shall routinely test the disinfectant level residual of the water at the source, storage, and distribution systems. Furthermore, if the free chlorine residual level drops below 0.5 mg/l, the District and employees shall take steps to increase the residual including the flushing of lines and raising the chlorine dosage rate and if necessary shock-chlorinating the water. However, if it is suspected that the water system has become contaminated because of increased aesthetic water quality complaints particularly related to unusual odor in the water or by reports of an increase in acute gastrointestinal illnesses or other suspicious illnesses of consumers of water supplied by the system, the District shall contact the

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MSDH - Division of Water Supply as soon as possible. Increased water quality monitoring should be implemented and if necessary, a thorough inspection of the system's water tanks, backflow prevention devices, and other actions recommended by MSDH should be implemented. If it is suspected that the contamination is a result of intentional sabotage or an act of terrorism, the District shall contact the Mississippi Emergency Management Agency as soon as possible.

Water Outages

Pursuant to the water system's Standard Operating and Maintenance Procedures and MSDH regulations, a minimum of 20 Psi should be maintained throughout the distribution system at all times. Should a major line break, power outage, telemetry failure, or other unintentional or intentional event that results in a sustained pressure of less than this minimum threshold occur, the District should coordinate with MSDH - Division of Water Supply in the issuance of a voluntary Boil Water Notice. Furthermore, bacteriological samples should be taken from the affected areas of the system and if necessary, appropriate actions to increase the disinfectant level by adjusting the chlorine dosage rate or shock treatment should be completed. Only after samples have been analyzed and determined to be clear of total coliform should the District lift the Boil Water Notice to the affected areas of the system.

Process-Oriented Security Measures

It is the policy of the District that necessary measures are employed at all times to reduce the possibility of intentional damage to the water system's property. All water well sites, tank sites, and treatment plant sites are considered restricted areas. Only authorized employees may enter restricted areas unaccompanied. All other people are required to be accompanied by an authorized employee while in restricted areas. Furthermore, all visitors to restricted areas shall be required to sign-in prior to be accompanied to a restricted area. All restricted areas shall be visibly marked "Restricted Area / Authorized Personnel Only" and shall be kept locked and secure at all times when an employee is not onsite. Other security measures shall also be followed to prevent the unauthorized use, theft, or damage to water system property.

Security Barriers

Barriers shall be maintained to provide reasonable protection of the water system's assets. All wells, tanks, and treatment plants shall be fenced. Gates shall be kept operational and shall be locked with single locks only with only authorized system employees having keys. All doors to buildings, control panels, treatment plant rooms, chemical storage rooms / buildings, and electrical control boxes shall be locked at all times. Other passive barriers including keeping brush and vegetation off of or hanging over fences shall be implemented.

Recovery Plan

In the event of an emergency that causes catastrophic damage to the water system, the District shall coordinate with the system's insurance carrier and if applicable with the County Emergency Management Coordinator in the development of a recovery plan to return the system to normal operations as soon as possible.

Descriptor Term:

EBBD

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ERP Confidentiality

The water system Emergency Response Plan is a controlled document not intended for release to the general public. Every effort shall be made to keep the contents of this ERP confidential and prevent its intentional or unintentional release to others who may use it to identify weaknesses or procedural errors that can be exploited to cause harm to the water system. Release of this document is permitted to only authorized government agencies as required by law and to the County Emergency Management Coordinator.