

# **Emergency Management Plan for Extended Power Outages for Community Waterworks**

**Utility Name:**

**PWSID:**

**Version:**

**Date:**

## **SECURITY AND PRIVACY STATEMENT**

Public disclosure of this document would have a reasonable likelihood of threatening public safety by exposing vulnerabilities at critical infrastructure water systems. It contains sensitive and confidential information that is not subject to FOIA under Virginia Code §2.2-3705.2. Accordingly, The Virginia Department of Health – Office of Drinking Water and the community waterworks is withholding this plan from full public disclosure. Refer any request for a copy of this document to the Office of the Attorney General or the waterworks legal counsel.

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## **Executive Summary**

The ability to provide potable water is critical to maintaining public health and preventing disease. Long term power outages are one of the largest threats to this mission. Several types of events, both natural and man-made can result in extended power outages (Ice Storms, Hurricanes, Tornadoes, Flooding, Terrorism, Vandalism, etc.).

On April 14, 2004, the Virginia General Assembly enacted HB 1198 which requires the Virginia Department of Health (VDH) to promulgate requirements and criteria for the development and maintenance of an emergency management plan to ensure the provision of drinkable water during any extended power outage for every community waterworks. This emergency regulation does not require a waterworks to install standby power, transfer switches, etc., but instead requires waterworks to develop and maintain an action plan for extended power outages.

The Emergency Management Plan for Extended Power Outages emergency regulation establishes the expectation that community waterworks will develop a plan outlining how the waterworks will supply pure water to its customers in the event of an extended power outage. Community waterworks are expected to supply pure water to their customers during an extended power outage, although not necessarily at the usual quantity, pressure, and location, or without interruption. For the purposes of the plan, community waterworks may not (without an agreement in place) rely on other state or federal agencies (such as the Virginia Department of Emergency Management (VDEM), or the Federal Emergency Management Agency (FEMA)) to supply water in the event of an extended power outage.

This guidance document addresses all community waterworks.

## **Optional Mitigation Measures**

Upon review many waterworks will determine that some of the following preventative measures may significantly reduce the impacts of an extended power outage. Although not a requirement, some waterworks have already implemented some of the following measures.

- Have an electrical contractor perform an analysis of your waterworks operation for the following:
  - Identify critical use components, load requirements, and size(s) of emergency generator that would be needed to run system.
- Install emergency standby power
  - Generators offer great benefits when power outages occur. They could prove especially useful if you have a small rural waterworks.
- Install transfer switch or switches and generator receptacle so portable generators can be easily hooked up to the waterworks
  - Have a system electrical assessment performed to evaluate adding a transfer switch or standby generator
  - Develop a rotational use schedule for multiple well sites as applicable. Add to the EMP as applicable
- Contact your electrical supplier to be placed on a list of importance or priority for reestablishing power service if your waterworks serves any critical customers such as nursing homes, hospitals, major pumping station, military installation, etc. In advance of a power failure, learn the best way to contact your electrical supplier.

## **Evaluation of Demand**

Daily Demand

- A. **Average:**
- B. **Maximum:**

## **Key Points of Contact**

### **Virginia Department of Health - Office of Drinking Water**

1. ODW Field Office Name:
2. Inspector/District Engineer Name:
  - a. Phone Number:
3. Field Office Director Name:
  - a. Phone Number:
4. Emergency Services Coordinator: Jessica Coughlin
  - a. Phone Number: 804-340-9759
5. 24/7/365 Emergency VDH Answering Service:
  - a. 866-531-3068 ASK FOR DRINKING WATER
6. Local Health District Name:
  - a. Phone Number:

### **Your County Emergency Manager**

1. Name of Emergency Manager:
  - a. Phone Number:

### **Virginia Department of Emergency Management**

1. 24/7/365 Phone Number ask for the regional staff on call for your county
  - a. 804-674-2400

## **Waterworks**

1. Emergency Contact Name:
  - a. Phone Number:
2. Designated Operator Name:
  - a. Phone Number:

## **Utility Providers**

- **Electricity**

- **Company Name:**
    - **Account Number:**
    - **Phone Number:**
- **Natural Gas**
  - **Company Name:**
    - **Account Number:**
    - **Phone Number:**
- **Propane**
  - **Company Name:**
    - **Account Number:**
    - **Phone Number:**
- **Fuel**
  - **Company Name:**
    - **Account Number:**
    - **Phone Number:**
- **Electrician**
  - **Company Name:**
    - **Account Number:**
    - **Phone Number:**
- **Bulk Water Supplier**
  - **Company Name:**
    - **Account Number:**
    - **Phone Number:**
- **Emergency Generator Supplier**
  - **Company Name:**
    - **Account Number:**
    - **Phone Number:**
- **Local Media Contacts**

**Potable Water Procedures**

1. Obtaining:
  - a. Procedures for obtaining potable water
2. Distribution:
  - a. Procedures for Distributing potable water
3. Location
  - a. This section contains information on any equipment that will be necessary to continue supplying water to an area.



## **Mutual Aid Agreements**

### **Virginia Water/Wastewater Assistance Network (VAWARN)**

- Members
  - It is recommended that you update your member list every 6-12 months and that you attach it to this document.
- Non-Members
  - For information on joining the VA WARN or to submit a request contact:

Geneva Hudgins

Phone: (434) 386-3190 (Office)

Phone: (434) 907-2037 (Mobile)

Email: [geneva.hudgins@vaawwa.org](mailto:geneva.hudgins@vaawwa.org)

### **Neighboring Waterworks**

- Company Name:
- Phone Number:

**Other Important Information**

Pump Information

Maintenance and Service Repair

Equipment Sales/Service

Tree Removal Service

## **Description and Location of Current Provisions to Supply Water**

### **Description**

It is required that the community waterworks have a plan for obtaining and distributing potable water in the event that the primary source becomes unavailable. This section should contain all of the pertinent information in regard to how the water works plans to continue to supply water to their service area.

EXAMPLE – WATERWORKS NAME has two portable generators that could be used in the event of an extended power outage, a 12kw and a 7.5 kw.

EXAMPLE – WATERWORKS NAME also has a neighbor that is willing to provide water (via their well) for use in the event of an emergency.

### **Location**

This section contains information on any equipment that will be necessary to continue supplying water to an area in the event of an extended power outage for a minimum of five days.

## **Plan Testing and Revision**

1. Once the plan is complete, test your plan with exercises or drills.
  - a. No plan is infallible. Knowing what to do and who is supposed to be doing what will benefit your waterworks when a real event occurs.
  - b. Call each telephone number in the plan to confirm it is correct.
2. Update your plan as needed.
  - a. This is an important measure of whether a plan will be successful. If the plan has outdated or irrelevant contact information, it could waste valuable time trying to find the right equipment or contact.
3. Notify customers of the existence of the plan. Ask for comments on the plan or assistance in implementing the plan. It may be a good idea to include mention of the plan in Consumer Confidence Report.