

Spill Documentation and Spill Volume Calculation Guidance

D.1 Spill Documentation

Upon initial discovery of a spill, utility personnel should document and record the following information:

- Date;
- Time (based on best professional judgment, estimate the start time of the overflow prior to initial discovery or establish the start of the spill at the time of receipt of a customer service request reporting of a spill);
- Description of spill.
- Where it started;
- Where the spill discharged to (describe the nearest receiving water body and conduct a visual inspection for signs of algae, rags, raw sewage, and debris; also inspect and describe immediate upstream and downstream areas);
- Determine time period of long term spill events (evidence such as algae growth indicates a long term spill and it is estimated that algae growth occurs after one month of exposure to sewage); and
- Estimate volume since discovery of the spill.
- Use photographs to document all information possible.

D.2 Spill Volume Calculation

The following sections provide guidance for estimating spill flow volume for manholes, broken pipes, wet weather, and pump station outage. This is provided as guidance only however, if a different method is used to calculate spill volume, that method should be validated and described.

D.2.1 Broken Lines

Table D-1 provides Spill Volume Calculation by Flow Rate for different size pipes.