

3.0 EMERGENCY PLANS AND PROCEDURES

This section contains plans and procedures that can be implemented in the event of a malevolent act or natural hazard that threatens your utility's ability to deliver safe drinking water.

3.1 Core Response Procedures

Core procedures are the "building blocks" for incident specific response procedures, as they are typically implemented across a broad variety of incidents (e.g., hurricane, earthquake, flood). List all your core procedures here.

WPCP Access

Item	Description
Debris clearing	Utilities Department Central Lines Division has available backhoe tractors and dump trucks. Public Works Department has debris clearing equipment and would be contacted if needed. (Listed in external contact list)
Alternate routes to WTP	Main route: Water Plant Road off of US Highway 94 E. Alternate route: Access to WWTP can be made through private gate off of Perimeter Road.
Identification badges	All WPCP staff and employees of Utilities Department have a photo ID badge.
Card gate	Access into WPCP is controlled by card-operated electronic entry gate. Only Water Treatment Plant Employees have card access, all other city employees do not.

WPCP Physical Security

Item	Description
Access control procedures	The WPCP has fencing at 72" and include rolled barbed wire headers. Gates are kept operational and locked with single locks only with only authorized system employees having keys. Access into WPCP is controlled by card-operated electronic entry gate. WPCP have security lights. Law enforcement notified of any suspicious activity. Operations Building front door locked. Guests at the Plant must buzz in, identify themselves, and state their business prior to gaining admittance. Only Mud Creek WPCP employees have card access to entrance gate.
Restricted areas	The WPCP, and right of way to outfall are considered restricted areas. Only authorized employees of the Utilities Department may enter restricted areas unaccompanied. All other people are required to be accompanied by an authorized employee of the WPCP at all times while in restricted areas. 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.
Evidence protection measures	If criminal activity is suspected, secure the site, and protect any evidence. Contact local and state authorities.