Wastewater Emergency Plan for [Factory]

*This example is intended to serve as a guide for factories to prepare their own Wastewater Emergency Plan. Site specific information should be included by the factory.*

**Scope:** The following types of emergency situations are addressed in this Emergency Plan:

* [Describe the types of emergencies considered for this plan—power outage, equipment breakdown, flooding, POTW breakdown, etc.]

**Wastewater Treatment System Information:** [Describe the facility’s wastewater treatment system. Information may include:

* Is it a combined domestic and industrial wastewater system, or are these separate systems?
* Does the facility treat its wastewater and then discharge directly to a body of water or does the facility discharge its wastewater to a privately or publicly owned treatment works (POTW)?

Attach documents that describe the system in detail, such as schematics, photos, drawings, etc. Include the location and operation of emergency power switches.]

**Emergency Equipment Information:** [Include a list of the emergency equipment that would be necessary to respond to the emergencies described in the scope, along with their location. Examples of emergency equipment include: emergency generators, emergency lighting, emergency holding tank or reservoir, etc.]

**Personal Protective Equipment:** Emergencies involving the facility’s wastewater management system may present chemical and biological hazards to workers contacting the wastewater. Required PPE in these emergencies include: [Describe the personal protective equipment (PPE) that workers would be required to wear if there is a wastewater system emergency and include locations where this PPE is available.]

**Managing Wastewater in Emergency:** [Describe the procedures to follow to safely manage wastewater in all of the emergency situations listed in the Scope. If, for example, the facility has an emergency holding tank, describe how the wastewater is diverted to the holding tank (The capacity of this holding tank should be at least 50% of the initial sedimentation holding tank) If instead, the facility would discharge its wastewater to a POTW, describe how the pipes and associated equipment would be checked to ensure their integrity and the POTW would be notified before the discharge occurred. If the facility’s only option is to shut down operations until the emergency situation is resolved, describe the shutdown procedure.]

**Emergency Resolution:** Once the emergency situation has been resolved, the facility will take the following steps to return wastewater management system to normal operation:

[List steps to take to start up the system. Be sure to include treating any wastewater that was stored in holding tanks during the emergency before discharging it.]

**Responsibilities:** [Assign responsibilities to make sure procedures are followed smoothly during an emergency. List the responsibilities for Management, Supervisors, Wastewater Technicians, Safety Advisors and others, as applicable]