

VENTURA REGIONAL & TRIUNFO SANITATION DISTRICTS
SEWAGE SPILL PROCEDURE

STEP 1: NOTIFICATION

Report the spill immediately to your supervisor. Your supervisor will immediately report the spill to the Environmental Health Department (EHD). If the spill enters state waterways, your supervisor will notify the State Office of Emergency Services (OES) and initiate the required sign posting and sampling (see below).

If your supervisor is unavailable, you must immediately report the spill to these agencies (see the numbers below).

Regulatory agency contacts during normal business hours:

EHD General	(805) 654-2813
EHD Pager	(805) 655-9181
County Emergency Dispatch	911
OES	(800) 852-7550

Regulatory agency after normal business hours:

EHD Cellular	(805) 320-6244
EHD Pager	(805) 655-9181
County Emergency Dispatch	911
OES	(800) 852-7550

STEP 2: CLEAN UP

DRY WEATHER CLEAN UP

- 1) Contain and divert the flow to the nearest sanitary sewer or into a vacor truck.
- 2) After flow has been stopped and repairs made, rake or vacuum sewage solids.
- 3) Flush affected area with clean water. The use of disinfectants is not recommended due to the toxicity to fish and wildlife.

WET WEATHER CLEAN UP

- 1) Follow the same procedure as above except step 3 may be omitted if storm water flow is high.

STEP 4: REPORTING

Your supervisor is responsible for making sure that the Proposition 65 form and Spill Report are completed and faxed to Environmental Services. The information you will need to provide is listed on the next page under "Key Information for your Spill Report".

STEP 5: RECORD KEEPING

A copy of the proposition 65 form, spill report, photos, and coliform analytical results will be kept in a spill file at the District Office. It is important that your spill report be as complete and descriptive as possible.

STEP 3: POSTING AND SAMPLING

Spills that enter the waters of the State of California require posting and coliform testing. Your supervisor will coordinate the placement and removal of warning signs and direct coliform sampling. You should document the number of signs, locations placed, sample number, location and constituents sampled on the spill report. Requirements for sign posting and guidelines for sign removal are outlined as follows:

WARNING SIGN POSTING REQUIREMENTS

Gallons	#of Samples	Posting Distance
< 1,000	5	100 yds to ¼ mile
1,000 to 10,000	9	¼ mile to ½ mile
10,000 to 100,000	11	¾ mile to 1 mile
100,000 to 1 million	13	2 to 3 miles
1 to 2 million	15	4 to 5 miles

REMOVE WARNING SIGNS & LIFT RESTRICTIONS WHEN:

- 1) The discharge is no longer occurring.
- 2) There has been a 72-hour period in which no discharge has occurred.
- 3) No sewage, sludge, grease, or other physical evidence of sewage discharge is visible.
- 4) The density of bacteria in water from each sample shall not exceed:
 - 1,000 total coliform bacteria per 100 milliliters, if the ratio of fecal/total coliform bacteria exceeds 0.1; *or*
 - 10,000 total coliform bacteria per 100 milliliters, *or*
 - 400 fecal coliform bacteria per 100 milliliters, *or*
 - 104 enterococcus bacteria per 100 milliliters.

KEY INFORMATION FOR YOUR SPILL REPORT:

- List the names and times of the regulatory agencies contacted.
- Describe how the spill occurred.
- How long did the spill occur?
- What is the size of the affected area?
- What steps have been taken or planned to reduce, eliminate and prevent reoccurrence?
- How many warning signs were placed and their location of placement?
- How many samples were taken, sample location and constituents sampled?

Note: Take photos of the damage/obstruction of the collection system and the area affected by the spill. Include any photos that help describe the event.