

**IDDE APPENDIX J**  
**Wastewater Spill Standard Operating Procedures**

**1. Reference**

Hawaii Administrative Rules, Chapter 11-62 (HAR 11-62), Appendix C, Responses for Wastewater Spills, Overflows, and Discharges (“Spills”)

**2. List of Enclosures**

- Enclosure 1. Directorate of Public Works (DPW) Wastewater Spill Notification Form
- Enclosure 2. HAR 11-62, Appendix C
- Enclosure 3. Public Affairs Office (PAO) Notification Form
- Enclosure 4. Map for NAVFAC Hawaii Environmental Services Laboratory

**3. DPW Points of Contact.** See Table 1 below. For routine communications, email or call a Division’s main contacts (names in bold). For urgent communications, begin by calling Environmental Division’s main contacts. If the first-listed contact is unavailable, leave a message and continue calling down the contact list.

Table 1 – DPW Points of Contact		
	Division	Phone
	Environmental	656-3105
	Environmental	656-3317
	Environmental	656-5301
	Environmental	656-5790
	Operations & Maintenance	655-1321
	Engineering	656-3295
	Engineering	656-3064

**4. Responding to Wastewater Spills.** Typically the DPW Service Order Desk is the first to notify the Environmental Division of a wastewater spill. If you receive a call for a wastewater spill, follow the procedure below.

**a. Collect the following spill information on the DPW Wastewater Spill Notification Form (Enclosure 1)**

- (1) Name and phone number of person who reported the spill, for call-back as needed
- (2) Date of spill
- (3) Time spill started and stopped
- (4) Location of spill
- (5) Duration of spill
- (6) Approximate volume spilled in gallons
- (7) Cause of spill
- (8) Actions taken to stop and clean up spill
- (9) Ultimate fate of spill (e.g. ground, storm drain, stream, lake, ocean)

**b. Contact DPW Operations and Maintenance Division (OMD) or DPW Engineering Branch if more information is needed.**

Typically the DPW Service Order Desk contacts OMD to initiate spill response containment and clean up actions. Roland Kauweloa 655-1321 / 864-1386 will make a determination on the responsible party and call the appropriate spill response clean up team. The wastewater collection systems on Army properties are owned, operated and maintained by Aqua Engineers (AQUA), Island Palm Communities (IPC) or DPW.

If a spill occurs from an AQUA or IPC owned line then the respective owner is responsible for all reporting, response and cleanup activities. AQUA or IPC will provide a copy of their spill response actions to DPW Environmental. (Note: AQUA owns only portions of the wastewater collection system on all installations.)

If the spill occurs from a DPW line then OMD will activate a DPW spill response team to stop the spill, pump/disinfect the area, and make repairs to the problem area. If needed, contract assistance is coordinated by the DPW Engineering Branch: Karl Santa 656-3295 / 864-5696 or Colin Watanabe 656-3064 / 864-0731.

During containment and clean up, AQUA or other spill response teams shall employ to the maximum extent possible best management practices to prevent wastewater and disinfection water from entering additional storm drains.

**c. Initiate Response and Reporting per HAR 11-62, Appendix C.** Once the line has been identified as DPW property and OMD has initiated the spill response containment and clean up team, follow the spill response guidelines in HAR 11-62, Appendix C (Enclosure 2).

The role of the DPW Environmental Division is to notify the State of Hawaii Department of Health (HDOH) and initiate the procedures as defined in HAR 11-62, Appendix C. **Generally, notification is required for major spills including any spill that is 1,000 gallons or more, chronic, poses a substantial public health threat (any quantity), or enters an open drainage ditch, stream, lake, or ocean (any quantity).**

All major spills are also immediately reported verbally to the Director of Public Works or, in his absence, the Deputy Director of Public Works.

**5. Responding to Wastewater Spills that Enter State Waters (Excluding R-1)**

**a. Notify the Hawaii Department of Health Clean Water Branch.** Spill response requirements vary depending on the type of wastewater (e.g. R-1, Reclaimed Water), quantity, and location of spill. Refer to HAR 11-62, Appendix C (Enclosure 2) for specific information. Currently R-1 is generated only at the Schofield Barracks Wastewater Treatment Plant (WWTP), and future distribution lines are not in use. Thus the only R-1 spills that can occur are at the WWTP, and AQUA will provide the DPW Environmental Division with a report of actions.

During normal work hours, if any amount of wastewater (excluding R-1) enters state waters, including drainage ditches, immediately notify the HDOH personnel in the order they appear below and provide the information collected on Enclosure 1.

NAME	CELL PHONE	EMAIL
Watson Okubo	927-3122	watson.okubo@doh.hawaii.gov
Dale Mikami	753-3434	clinton.mikami@doh.hawaii.gov
Alec Wong	265-6828	alec.wong@doh.hawaii.gov
Mike Tsuji	265-6829	michael.tsuji@doh.hawaii.gov

If the spill occurs after hours or on a weekend or holiday, call the State After Hours Operator at 247-2191. (Watson Okubo and Dale Mikami take turns to be on call after normal working hours, weekends, and holidays.)

**b. Press Release.** A press release is required for spills greater than 1,000 gallons or lesser quantities that pose substantial threat to public health. Contact the Public Affairs Office (PAO) at the appropriate number below and provide the information on the PAO Notification Form (Enclosure 3).

PAO Internal Communication (for military and on-post community)	656-3155
PAO External Communication (for media and off-post community)	656-3160
After Hours	226-2706 (PAO director) and 256-9813
Fax	656-3162

**c. Warning Signs.** Warning signs are located in the 1<sup>st</sup> floor storage closet (4 metal signs on posts in drum) and in the 3<sup>rd</sup> floor Clean Water Program area behind the construction plan caddy (laminated/metal signs and plastic ties). Post signage at the spill site and around the impacted area. Take photos of the spill site and the locations where signs are posted. Submit a map to HDOH showing spill and sign locations. HDOH will advise you if and where more signs are required. Signs shall not be removed without approval from HDOH.

**d. Monitoring.** Spills greater than 1,000 gallons require sampling. HDOH will advise you of sampling locations. If sampling is required, contact the NAVFAC Hawaii Environmental Services Laboratory for sample bottles. Points of contact are Duane Morita 471-0768 / 347-2653 or Stuart Kaneshiro 474-3704. The Lab is open on weekends and holidays. See Map for NAVFAC Hawaii Environmental Services Laboratory (Enclosure 4).

Use the sample bottles to take grab samples of the spill location and upstream and downstream, or as designated by HDOH. Try to sample in an area where water is flowing and avoid floating debris and small insects or fish. As needed, coordinate shoreline monitoring and testing with HDOH. Notify HDOH immediately with test results. Conduct additional testing as required by HDOH.

**e. Reporting.** A written report must be submitted to HDOH within five (5) calendar days for spills that entered Waters of the United States or for spills greater than 1,000 gallons. The report must contain the date and time of spill, amount released, cause of spill, location of spill, cleanup activities, actions to prevent future spills, summary of monitoring (lab data), photo documentation, map of sample locations and public notification procedures.

**6. Wastewater Spills to Ground Only - With Public Access (Excluding R-1)**

**a. Notify the Hawaii Department of Health Wastewater Branch.** If 1,000 gallons or more of wastewater (excluding R-1) discharges to the ground only during normal work hours, immediately notify the HDOH personnel in the order they appear below and provide the information collected on Enclosure 1.

NAME	CELL PHONE	EMAIL
Watson Okubo	927-3122	watson.okubo@doh.hawaii.gov
Dale Mikami	753-3434	clinton.mikami@doh.hawaii.gov
Alec Wong	265-6828	alec.wong@doh.hawaii.gov
Mike Tsuji	265-6829	michael.tsuji@doh.hawaii.gov

If the spill occurs after hours or on a weekend or holiday, call the State After Hours Operator at 247-2191. (Watson Okubo and Dale Mikami take turns to be on call after normal working hours, weekends, and holidays.)

**b. Press Release.** A press release is required for spills greater than 1,000 gallons or lesser quantities that pose substantial threat to public health. Contact the Public Affairs Office (PAO) at the appropriate number below and provide the information on the PAO Notification Form (Enclosure 3).

PAO Internal Communication (for military and on-post community)	656-3155
PAO External Communication (for media and off-post community)	656-3160
After Hours	226-2706 (PAO director) and 256-9813
Fax	656-3162

**c. Warning Signs.** Warning signs are located in the 1<sup>st</sup> floor storage closet (4 metal signs on posts in drum) and in the 3<sup>rd</sup> floor Clean Water Program area behind the construction plan caddy (laminated/metal signs and plastic ties). Post signs at and near the spill site. Submit a map to HDOH showing spill and sign locations. HDOH will advise you if and where more signs are required. Signs shall not be removed without approval from HDOH.

**d. Reporting.** A written report must be submitted to HDOH within five (5) calendar days for spills greater than 1,000 gallons. The report must contain the date and time of spill, amount released, cause of spill, location of spill, cleanup activities, actions to prevent future spills, summary of monitoring (lab data), map of sample locations, and public notification procedures.

## 7. Wastewater Spills to Ground Only - No Public Access (Excluding R-1)

**a. Notify the Hawaii Department of Health Wastewater Branch.** If 1,000 gallons or more of wastewater (excluding R-1) discharges to the ground only, within 24 hours notify the HDOH Wastewater Branch 586-4294 / Fax 586-4300 and provide the information collected on Enclosure 1.

**b. Reporting.** A written report must be submitted to HDOH within five (5) calendar days for spills greater than 1,000 gallons. The report must contain the date and time of spill, amount released, cause of spill, location of spill, cleanup activities, actions to prevent future spills, summary of monitoring (lab data), map of sample locations, and public notification procedures.

## 8. Minor Spills.

**a. Definition.** Minor spills are those that are less than 1,000 gallons, do not enter an open drainage ditch, stream, lake, or ocean (any quantity), and do not pose an immediate health threat (any quantity).

**b. Reporting.** Minor spills, except spills at the Schofield Barracks WWTP, are either reported by AQUA to HDOH or compiled and reported in writing by DPW Environmental to HDOH on a quarterly basis (1<sup>st</sup> quarter by the end of April, 2<sup>nd</sup> quarter by the end of July, 3<sup>rd</sup> quarter by the end of October, and 4<sup>th</sup> quarter by the end of January). If in doubt, one can report to HDOH Wastewater Branch 586-4294 / Fax 586-4300 any time there is a spill.

**9. Review and Revisions.** The DPW Environmental Division will review and update this procedure at least annually.

**HEADQUARTERS, UNITED STATES ARMY GARRISON, HAWAII  
 DIRECTORATE OF PUBLIC WORKS  
 SCHOFIELD BARRACKS, HAWAII 96857-5013**

**Enclosure (1)**

**DPW WASTEWATER SPILL NOTIFICATION FORM**

1. Person receiving call - Your Name/Phone Number: \_\_\_\_\_
2. Obtain the following information from the caller.
  - a. Name of Person Calling: \_\_\_\_\_
  - b. Phone Number of Person Calling: \_\_\_\_\_
  - c. Date of Spill (day/month/year): \_\_\_\_\_
  - d. Time Spill Reported: \_\_\_\_\_
  - e. Time Arrived on Site: \_\_\_\_\_
  - f. Time Spill Stopped: \_\_\_\_\_
  - g. Location of Spill: Installation \_\_\_\_\_ Bldg No: \_\_\_\_\_ Street: \_\_\_\_\_

Spill Location (Place "X")		(Manhole or Line Number)
Lateral		
Clean Out		
Line		
Manhole		
Wastewater Pump Station		
Other		

- h. Approximate volume spilled (gallons): to ground \_\_\_\_\_ to storm drain \_\_\_\_\_ total \_\_\_\_\_.
- i. Cause of spill:  Mechanical (pump/motor/control failure)  Loss of Power  Operational Error
- Pipe Break  Excess Flow from Storm  Grease  Tree Roots  Other (specify) \_\_\_\_\_
- j. Actions taken to clean up the spill:  Notified Entomology  Sprayed Disinfectant
- Clean up Spill Area  Barricades & Warning Signs  Other (specify) \_\_\_\_\_
- k. Actions taken to resolve cause of spill:  Jet Wash Line  Mechanically Routed Line  Other \_\_\_\_\_

l. Fate of Spill (ground, storm drain, stream, lake, ocean, where did it go?): \_\_\_\_\_

3. Verbally notify the following, if the spill is 1000 gallons or greater, chronic, poses a substantial public health threat (any quantity), or enters a stream, lake, or ocean (any quantity).

a. Phone Numbers:

- Director of Public Works 656-1289
- or Deputy Director of Public Works 656-1288
- Does Not Enter Surface Water: 586-4294 (DOH Wastewater Branch); Fax: 586-4300
- Enters Surface Water 586-4309 (DOH Clean Water Branch); Fax: 586-4352
- After Work Hours: 247-2191 (State After Hours Operator)
- Public Affairs Office Normal Hours 656-3155 (Internal Communication: military and on-post community)  
656-3160 (External Communication: media and off-post community)
- Public Affairs Office After Hours 226-2706 (PAO director) and 256-9813; Fax: 656-3162

b. Name, Office, Date/Time of Person(s) Contacted:

- (1) \_\_\_\_\_
- (2) \_\_\_\_\_
- (3) \_\_\_\_\_

4. Return this form to the Clean Water Program Manager 656-2878 or in his absence, Chief, Compliance/Pollution Prevention Branch, Environmental Division, DPW (Fax: 656-1039).

CHAPTER 11-62 APPENDIX C

RESPONSES FOR WASTEWATER  
SPILLS, OVERFLOWS, AND DISCHARGES  
("SPILLS")

April 15, 1997

Table of contents

1. Points of contact
2. Spills into state waters, excluding R-1 water from recycled water systems
3. Spills into state waters of R-1 water from recycled water system
4. Spills to ground only - with public access
5. Spills to ground only - with no public access
6. Spills to ground only - R-1 water only
7. Press release
8. Monitoring of state water
9. Reporting
10. Modifications by the director

**1. Points of contact**

Agency	Phone	Fax
Clean Water Branch (CWB)	586-4309	586-4352
Wastewater Branch (WWB)	586-4294	586-4352
<u>Environmental Health Programs (EHP)</u>		
Hawaii District Health Office	933-4371	933-4669
Kauai District Health Office	241-3323	241-3480
Maui District Health Office	984-8234	984-8237
State Hospital Operator (SHO)	247-2191	
Communications Office		586-4444

**2. Spills from any facility into state waters, excluding R-1 water from recycled water systems**

- a. Applicability. Any wastewater spill which enters into state waters from a public or private wastewater system.

**CHAPTER 11-62 APPENDIX C**

- (1) "State waters" has the meaning defined in HRS section 341-D, and includes drainage ditches, whether or not water is always flowing in them.
- (2) Exclusion. Spill of R-1 water covered by Appendix J to HAR chapter 11-5, "NPDES General Permit Authorizing Discharges of R-1 Water from Recycled Water Systems". That general permit does not cover spills from treatment works.

b. Immediate notice to DOH. If a spill occurs during working hours:

- (1) The wastewater system owner or its agent (owner/agent) shall immediately notify the CWB of any spill into state waters; and
- (2) If a spill occurs on the neighbor islands, the owner/agent shall also immediately notify their respective district environmental health program chief.

If a spill occurs during non-working hours:

- (1) Contact the state hospital operator; and
- (2) The next working day notify the CWB and the respective district EHP chief with a follow-up call.

c. Press Release. The owner/agent shall immediately send out a press release for spills of a thousand gallons or more and for lesser spills if they present a substantial threat to public health. A press release shall comply with section 7. A press release is not required if the owner/agent demonstrates that the spill was of R-1 water and that BMPs as approved by the director were implemented.

**CHAPTER 11-62 APPENDIX C**

- d. Disinfection. The owner/agent shall disinfect wastewater which is continuously being spilled into nearshore waters if sufficient disinfection contact time is available. Best judgment should be used in determining the amount of chlorine added to the discharge if chlorine is used as a disinfectant. Disinfection is not required if the owner/agent demonstrates that the spill was either R-1 or R-2 water and that BMPs as approved by the director were implemented.
  
- e. Warning signs. The owner/agent shall immediately post warning signs in the area(s) likely to be affected by the spill and where public access is possible. Posting of warning signs is not required if the owner/agent demonstrates that the spill was of R-1 water and that BMPs as approved by the director were implemented.  
  
The director shall also assure that a sufficient number of warning signs have been posted and the locations are adequate. Authorization to remove the signs shall also come from the director.
  
- f. Monitoring. The owner/agent shall conduct bacterial monitoring for any spill greater than 100 gallons or when public health may be threatened in accordance with section 8. Monitoring is not required if the owner/agent demonstrates that the spill was R-1 water and that BMPs as approved by the director were implemented.
  
- g. Reporting. The owner/agent shall report to the CWB under section 9.a.

**3. Spills into state waters of R-1 water from recycled water systems**

## CHAPTER 11-62 APPENDIX C

- a. Applicability. Any spills of R-1 water covered by Appendix J to HAR chapter 11-55, "NPDES General Permit Authorizing Discharges of R-1 Water from Recycled Water Systems."
  - (1) "State waters" has the same meaning defined in HRS section 342D-1, and includes drainage ditches, whether or not water is always flowing in them.
  - (2) Exclusion. The general permit does not cover spills from treatment works.
  
- b. Requirements. Among other things, the general permit requires filing a Notice of Intent before any discharge, compliance with standard conditions in appendix A of chapter 11-55, implementation of best management practices (BMPs), monitoring of discharges, avoiding violations of water quality criteria, and specified reporting. The full statement of requirements appears in the general permit.

### **4. Spills to ground only - with public access**

- a. Applicability. Any wastewater spill from a wastewater system onto the ground and that does not enter state waters but is in an area which is or may be accessible to the public.
  - (1) In this appendix, the public includes hotel, apartment, and condominium residents and guests, or condominium apartment owners at their own condominium, and management personnel and building or facility staff, unless the person is specifically an operator of the wastewater system or a manager of the property.
  - (2) In this appendix, areas inaccessible to the public include areas:

**CHAPTER 11-62 APPENDIX C**

- (a) Confined within a fenced or walled (six foot high with locked gate or door) area; and
  - (b) Contact with the spill is limited to wastewater system operating personnel and management personnel for the property owner or lessee.
- (3) Exclusion. Spills of R-1 water provided the owner/agent demonstrates that the spill was of R-1 water and that BMPs as approved by the director were implemented.
- b. Immediate notice to DOH. If a spill of a thousand gallons or more occurs during working hours:
- (1) On Oahu, the wastewater system owner/agent shall immediately notify the WWB; or
  - (2) On the neighbor islands, the owner/agent shall immediately notify their respective district EHP chief.
- If a spill of a thousand gallons or more occurs during non-working hours:
- (1) Contact the state hospital operator; and
  - (2) The next working day notify the WWB or on the neighbor islands, the respective district EHP chief with a follow-up call.
- c. Press release. The owner/agent shall immediately send out a press release for spills of a thousand gallons or more, and for lesser spills if they present a substantial threat to public health. A press release shall comply with section 7.

**CHAPTER 11-62 APPENDIX C**

- d. Disinfection. The owner/agent shall disinfect the wastewater that is spilled onto the ground if the wastewater remains ponded on the ground for any sufficient length of time or if the discharge continues for any significant duration. Disinfection is not required if the owner/agent demonstrates that the spill was R-2 water and that BMPs as approved by the director were implemented.
- e. Warning signs. The owner/agent shall immediately post warning signs in the vicinity of the spill area.
- f. Clean up. All spill sites shall be cleared of all debris and standing wastewater, and disinfected pursuant to section 4.d.

In areas containing standing wastewater which cannot be removed, the owner/agent shall limit public access by having barricades or other means.

- g. Reporting. The owner/agent of a public wastewater system shall report to the WWB as follows:
  - (1) For spills of a thousand gallons or more, the owner/agent shall report to the WWB under section 9.a.
  - (2) For spills less than a thousand gallons, immediate notice and reporting are not required. A tabulated summary of all spills less than a thousand gallons each shall be submitted to the WWB on a quarterly basis in accordance with section 9.b.
  - (3) Exfiltration. Reporting of leaks or breaks in pipelines discovered during inflow/infiltration repair work is not required. These situations are considered exfiltration.

**CHAPTER 11-62 APPENDIX C**

**5. Spills to ground only - with no public access**

- a. Applicability. All wastewater spills from any public or private wastewater system that does not enter state waters and are in areas inaccessible to the public.
  - (1) The public and inaccessibility are described in section 4.a.
  - (2) Exclusion. Spills of R-1 water provided the owner/agent demonstrates the spill was of R-1 water and that BMPs as approved by the director were implemented.
  
- b. Immediate notice to DOH. If a spill of a thousand gallons or more, and for spills occurring more than twice within a 12 month period within the confines or fence line of a wastewater system, the owner/agent shall notify the WWB within 24 hours.
  
- c. Reporting. For spills of a thousand gallons or more, and for spills occurring more than twice within a 12 month period within the confines or fence line of a wastewater system, the owner/agent shall report to the WWB under section 9.a.
  
- d. Recording. The owner/agent shall record and tabulate the date and time of the spill, the amount released, the cause(s) for the spill, clean up efforts, and remedial actions taken to prevent future spills for all spills greater than 50 gallons as they happen. The owner/agent shall keep the records and tabulations on site and make the records and tabulation available to the director for inspection and copying.

**CHAPTER 11-62 APPENDIX C**

**6. Spills to ground only - R-1 water only**

- a. Applicability. Spills of R-1 water provided the owner/agent demonstrates the spill was of R-1 water and that BMPs as approved by the director were implemented.
- b. Notice to DOH.
  - (1) For spills of a thousand gallons or more occurs, the wastewater system owner/agent shall notify the WWB at least by phone by the end of the next working day. The notice shall provide the information required by section 6.d(1), below.
  - (2) For spills of less than a thousand gallons, but more than fifty gallons, next day notice is not required, but the wastewater system owner/agent shall record the information and report as required by section 6.d.
- c. Warning signs. For spills greater than fifty gallons, the owner/agent shall immediately post warning signs in the vicinity of the spill area.
- d. Reporting. The owner/agent of a wastewater system shall report in writing to the WWB as follows:
  - (1) Information of each spill shall include at least the spill's date, time, location, quantity, the reason for the spill, and any corrective action.
  - (2) For spills more than fifty gallons, a tabulated summary shall be submitted to the WWB each year with the summary report required by section 11-62-28.

## CHAPTER 11-62 APPENDIX C

### 7. Press release

The press release shall describe the location of the spill, the amount of wastewater released, what caused the spill, and what is being done to correct the situation. Also, include a contact person and telephone number (including an after hours/weekend contact). At a minimum, the press release shall be faxed or telephoned to the following:

- a. Associated Press (for radio dissemination);
- b. Major statewide and island newspapers;
- c. Major television news stations;
- d. Department of Health, Communications Office, Oahu
- e. CWB if into state waters, otherwise WWB; and
- f. For neighbor island spills, also include faxing the press release to the respective island DHOs.

### 8. Monitoring of state waters

Monitoring shall begin as soon as possible and be conducted in the receiving water area affected by the spill. Bacterial monitoring is not required if the owner/agent demonstrates that the spill was of R-1 water and that BMPs as approved by the director were implemented.

For spills entering fresh or brackish waters, the bacterial monitoring shall consist of sampling for the following indicator organisms:

- a. Fecal coliform; and
- b. *Clostridium perfringens*.

For spills entering marine waters, the bacterial monitoring shall consist of sampling for the following indicator organisms:

## CHAPTER 11-62 APPENDIX C

- a. Enterococci; and
- b. Clostridium perfringens.

Results of the bacterial monitoring shall be submitted to the director in care of the CWB immediately. Monitoring shall continue until notification to stop is received from the director. With the approval of the director, on a case by case situation, some protocol requirements such as sampling or sign posting may be waived.

The director shall also be informed of the sampling stations and may modify the number of stations and site selection.

The director may require additional bacterial monitoring by the owner/agent to supplement their existing monitoring program, as may be necessary or appropriate.

### 9. Reporting

- a. When required above, the owner/agent shall submit a written report of the details of the spill within five (5) calendar days of the incident to the director in care of the CWB or WWB as applicable. The director may waive the five day written reporting requirement on a case by case basis provided that the director receives a request for waiver prior to the due date of the report.

The report shall include the date and time of the spill, the amount released, the cause(s) of the spill, location where the spill entered state waters (storm drains, ditches, streams, etc.), clean up efforts, remedial actions to prevent future spills, a summary of the monitoring data, a map of the

## CHAPTER 11-62 APPENDIX C

sampling locations and public notification procedures if applicable.

- b. For spills not reported under section 9.a. and when required above, the owner/agent shall tabulate the following information: the date and time of the spill, the amount released, the cause(s) for the spill, clean up efforts, and remedial actions taken to prevent future spills. The owner/agent shall submit each quarter's tabulation to the WWB within 30 days after the quarter.

### **10. Modifications by the director**

With the approval or under the direction of the director, response requirements may be increased, changed, reduced, or eliminated. For example, the director may require the owner/agent to post additional Warning Signs as needed or may assist in the removal of warning signs.

Situation	Immediate Notification to	Press Release <sup>1*</sup>	Disinfect <sup>**</sup>	Warning Signs <sup>*</sup>	Clean Up <sup>2</sup>	Monitor <sup>*</sup>	Follow Up Written Report to
Into State Waters - All Wastewater Systems (Section 2)	CWB or EHP (SOSC/SHO)	yes	yes	yes	no	yes	CWB
Not Into State Waters w/Public Access - Public Wastewater Systems (Section 3) <sup>*</sup>	WWB or EHP (SOSC/SHO) <sup>*</sup>	yes	yes	yes	yes	no	WWB <sup>*</sup>
Not Into State Waters w/Public Access - Private Wastewater Systems (Section 4) <sup>*</sup>	WWB or EHP (SOSC/SHO) <sup>*</sup>	yes	yes	yes	yes	no	WWB <sup>*</sup>
Not Into State Waters w/o Public Access - All Wastewater Systems (Section 5) <sup>*</sup>	WWB <sup>*</sup>	no	yes	yes	yes	no	WWB <sup>*</sup>

\*Except for proven R-1 water and BMP Compliance

\*\*Except for proven R-2 water and BMP Compliance

<sup>1</sup>If spill greater than or equal to 1,000 gallons or spill may threaten public health

<sup>2</sup>Or barricade if clean up not possible

**HEADQUARTERS, UNITED STATES ARMY GARRISON, HAWAII  
DIRECTORATE OF PUBLIC WORKS  
SCHOFIELD BARRACKS, HAWAII 96857-5013**

**Enclosure (3)**

**PUBLIC AFFAIRS OFFICE NOTIFICATION FORM**

**Faxed to PAO.** Date:\_\_\_\_\_ Time:\_\_\_\_\_. Fax No. 655-9290, phone: 655-4815.

Media Notification Required By DOH When Spills Occur

**Instructions for filling in the press release statement.**

The Army reports a spill of \_\_\_\_\_ (how many) \_\_\_\_\_ gallons of \_\_\_\_\_ (what) \_\_\_\_\_ at \_\_\_\_\_ (location) \_\_\_\_\_.  
The spill occurred at \_\_\_\_\_ (time) \_\_\_\_\_ hours on \_\_\_\_\_ (date) \_\_\_\_\_. The cause of the spill was \_\_\_\_\_.

The Army is \_\_\_\_\_ (doing what to remedy) \_\_\_\_\_. Clean-up should be completed by \_\_\_\_\_ (date & time) \_\_\_\_\_.

(DPW Notifier. Name:\_\_\_\_\_ Phone No.:\_\_\_\_\_)

(Fill in the blanks as marked with information provided by DPW. Then call and give the completed following statement to the two news services. DOH requires us to notify: UPI at 533-1828, 0530-0100 hours.; and AP at 533-2422, 0500-2330 hours.)

**Press Release Statement.**

“The Army reports a spill of \_\_\_\_\_ gallons of \_\_\_\_\_ at \_\_\_\_\_  
\_\_\_\_\_. The spill occurred at \_\_\_\_\_  
\_\_\_\_\_ hours on \_\_\_\_\_. The cause of the spill was \_\_\_\_\_  
\_\_\_\_\_.

The Army is \_\_\_\_\_  
\_\_\_\_\_. Clean up should be completed by \_\_\_\_\_.

**The U.S. Army Garrison, Hawaii, Public Affairs Office, 655-4221/4815, will provide more information as it becomes available.”**

(UPI Notified. Date:\_\_\_\_\_ Time:\_\_\_\_\_)

(AP Notified. Date:\_\_\_\_\_ Time:\_\_\_\_\_)