



Yukon Water & Wastewater Operator Program

Emergency Response Planning for Water & Wastewater Systems

Course Outline

Course Description

This 1 day course is designed to provide operators with the knowledge and background to develop an emergency response plan based on potential emergencies that can arise in their communities` related to their water and wastewater systems.

Course Pre-requisites

There are no pre-requisites for this course.

CEU Credit

This course is registered with EOCP and offers 0.6 CEUs.

Course Duration

- 1 day
- 8:30 am to 4:00 pm
- 1 hour lunch break
- morning and afternoon break (15 minutes each)

Course Agenda and Objectives

Introduction

- Housekeeping
- Instructor Introduction
- Operator and Supervisor Introductions

Introduction to Emergency Response Planning

- Types of Emergencies in your Community

500 College Drive
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t. 867.668.8800
toll free 1.800.661.0504
www.yukoncollege.yk.ca



Overview or Assessment of the Utility or System

- What is an Overview or Assessment of the Utility or System?
- Descriptions and Details of an Overview or Assessment

Electronic Documents

- The Use of Electronic Documents
- Emergency Contact List
- Types of Emergency Responses and Their Procedures
- Updating Electronic Documents

Planning

- The Importance of Planning
- The Roles and Responsibilities of the Incident Command Center (ICC)
- Create an Organizational Chart
- The ICC Team
- ICC Equipment and Communications Location

ERP Communications Plan

- The Purpose of the ERP Communications Plan
- Details About the ERP Communications Plan

Incident Management

- What is Incident Planning?
- Types and Content of Emergency Response Checklists

Document Management

- What is Document Management
- Logs and Records Involved with Document Management
- Insurance Coverage

Training

- Who Gets Training?
- Types of Emergency Response Training Programs
- Internal Training Methods
- External Support Training

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Recovery from an Emergency

- Roles and Responsibility of the recovery officer
- Types of Activities Conducted during the Recovery

Termination

- The Impacts and Cost Incurred During Emergency Operations
- Identify all Time, Materials, Damage, and Equipment Costs

Emergency Response Planning Exercise

- Select an Emergency and Develop a Plan

Course Requirements:

Attendance and participation are required. CEUs will be allocated based on attendance and course completion.

Evaluation:

Course completion will be based on attendance and participation in the course.



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