

WBSD CALL-OUT REPORT Appendix B1 Weather: Day of the Week: S-M-T-W-TH-F-S

Take Picture(s)

1. Name of caller: Phone Number:

2. Address : Cross Street:

3. Called out by : at : a.m. / p.m. Date:
a.m./p.m. Date:

Source Control called out at: a.m. / p.m. Date:

Arrival Time at site

4. Reported as: private c/o overflowing Overflowing manhole Back up in home 4A. Is there a mainline stoppage: YES NO

5. Estimated GPM: Flow Height in Inches:

6. Were you able to retrieve the entire overflow? Yes No

7. Was the overflow returned to sanitary sewer? Yes No Partial N/A

8. Overflow saturated into soil? Yes (Est'd Volume ) No N/A If yes to 6, 7 or 8 above did we clean up affected area? Yes No N/A

9. Overflow to: Est. volume of SSO:

Direct Inlet Est. volume Recovered:

Section of Storm Drain line Est. volume Not Recovered:

Drainage Ditch Lined Unlined

Channel Lined Unlined

Paved Surface Curb Gutter

Ultimate Destination Est'd Volume:

Line cleared at: a.m. / p.m. Duration of overflow:

Blockage caused by Op(s). Performed 10. Is the overflow contained YES NO If yes, How & Where,

Clean up methods used: Vacuum/pump Hosed down & street swept Enzymes

11. Mainline: u/s to d/s

Overflowing manhole ID # at

Method(s) used to estimate SSO Volume: San Diego Method Surface Area

# SFR's U/S of Blockage SSCSC Method Soil Saturation

Table with 5 columns: Staff, Unit, Time Called, T/A, Time Completed. Contains 4 rows of blank lines for data entry.

Reported

by: Date:

(Print Name)

13. Affected Agency: Town of Atherton Town of Portola Valley
Menlo Park East Palo Alto Unincorporated San Mateo County
Unincorporated Santa Clara County

GBA# Res. Com. Event I.D. # Cert. # Time:

Category: 1 (Surface Water Impact-Drainage Channel- MS4 not recovered) Implement Sampling Protocol

Category: 2 (>1K gallons, fully recovered) Category: 3 (<1K gallons fully recovered) Method used to determine start time of SSO? Reported time:

Interview with Customer    Complete Form C4-Start Time Determination

Estimated Cost incurred: \$ \_\_\_\_\_

MD-506 (Rev.08/03/17)

**Emergency Contact Phone List**  
FOR WBSD EMPLOYEES REFER TO PHONE LIST

<u>Time</u>	<u>Contact</u>	<u>Business #</u>	<u>Fax #</u>	<u>Pager-Cell</u>	<u>Home #</u>
1)	Jed Beyer	650-321-0384	650-321-4265	650-477-6428	
2)	Rupert Sandoval " "			650-477-6427	
3)	Heath Cortez " "			650-477-6386	
4)	Bob Scheidt " "			650-477-6416	
5)	Sergio Ramirez " "			650-477-9885	
6)	Albert Patino	"	"	650-477-6426	
7)	Bob Hulsmann	"	"	650-477-6413	

**Category-1 Reporting Requirements Within 2-HOURS:**

\_\_\_\_\_ Cal-OES, (Name) 1-800-852-7550  
 \_\_\_\_\_ Cal-OES Control # \_\_\_\_\_

**Affected** \_\_\_\_\_ **Town or City:** \_\_\_\_\_ **Representative Name:** \_\_\_\_\_

\_\_\_\_\_ Town of Atherton 650-752-0532

Howard \_\_\_\_\_ Young, Town of Portola Valley 650-851-1700

City of \_\_\_\_\_ Menlo Park Engineering 650-330-6740

Submit Draft Report to CIWQS within 3 Business days of SSO for Category 1 & 2 SSO Events, Certify report within 15 days of SSO end date.

For spills greater than 50,000 gallons, implement Sampling Protocol, Start SSO technical Report. Refer to Reference R1 page 5 located in OERP at Appendix A8. Update Cal-OES if the spill estimate and known impacts have substantially changed.

Category 3 spills certify report within 30 calendar days of the end of the month in which SSO occurred

**Residential Back Ups & Claims**

\_\_\_\_\_ Carl Warren & Co. (Alan Dialon) M725-502-6701 Emergency 855-763-5898

\_\_\_\_\_ RMC 1-800-400-5058 PM-Rich 1-510-856-7137

\_\_\_\_\_ Outside Agency Contact

\_\_\_\_\_ June Wong, Public Health Lab. Ofc.650-573-2500 Cell 650-339-2322

\_\_\_\_\_ Menlo Park Police Dept. 650-330-6300

Menlo \_\_\_\_\_ Park Code Enforcement 650-330-6377 PGR 650-496-8562

Phelepe \_\_\_\_\_ Cohen, Searsville Lake 650-851-6814 C 650-274-3782

\_\_\_\_\_ SM Haz-Mat 911

\_\_\_\_\_ MP Public Works (Call MPPD Dispatch) 650-330-6317 \_\_\_\_\_

\_\_\_\_\_ Greg Smith, SMCEHD **W**650-599-1679 **C**650-867-9434

\_\_\_\_\_ Attach Completed Post Spill Assessment Form & Documents

\_\_\_\_\_ Reports to O/S Agencies      Picture(s) Taken      Public Notification      \_\_\_ On-going investigation

\_\_\_\_\_ SSO Technical Report Completed on \_\_\_\_\_

\_\_\_\_\_ Signs Posted, Locations: \_\_\_\_\_

\_\_\_\_\_ Sampling Protocol Implemented: \_\_\_\_\_

**Comments:** \_\_\_\_\_

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**ALL WORK ORDERS, REPORTS, PICTURES & FIELD NOTES MUST BE STORED ELECTRONICALLY AND  
FIELD IN THE SITE SPECIFIC SSO FOLDER**

MD-506 (Rev.07/20)