

**CONTINGENCY PLAN**  
**Township of Tay - QMS Operational Plan**

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**Township of Tay Water Treatment & Distribution Systems**

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**Element 8.2 – Risk Assessment Outcomes**

**Problem: High Free Chlorine Adverse Procedure**

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**Tay Area DWS – Free Chlorine Residual above 4 mg/L**

1. Confirm free chlorine residuals using the high range handheld or bench top analyzer.
2. Ensure that high lift pumps are off as per alarm shutdown set-point.
3. Notify ORO or Lead Hand.
4. Determine cause for high chlorine residual and corrective measures.
5. If required, pump out the high lift pump well using the pump located in the Tool Room. Before doing this, check the clearwell tank and if it's full, pump the water out to the waste tank.
6. Water can be pumped into the sludge holding tank and neutralized if necessary.
7. Start plant production with the chlorine pumps turned down to dilute the clear well residual. Monitor by testing at high lift pump well and clearwell access hatches.
8. Recheck the chlorine residual periodically until normal levels are maintained.
9. Water can be pumped into the sludge holding tank and neutralized if necessary.
10. Restart high lift pumps when chlorine residual is appropriate for the distribution system.
11. Monitor chlorine residuals going forward.
12. Reporting required - follow Element 8.1 Adverse Water Condition and/or Other Problem.

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**Element 8.2 – Risk Assessment Outcomes**

**Problem: High Free Chlorine Adverse Procedure**

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**Rope DWS – Free Chlorine Residual above 4 mg/L**

1. Confirm free chlorine residuals using the high range handheld or bench top analyzer.
2. Determine cause for high chlorine residual and corrective measures.
3. Adjust chlorine dosage pump to dilute the residual in the clearwell.
4. Notify ORO or Lead Hand.
5. Dechlorinate while discharging from clearwell to waste tank to lower chlorine level.
6. Check distribution free chlorine residual levels and monitor situation.
7. Run plant at lower dosage to dilute residual.
8. Monitor free chlorine residuals.
9. Reporting Required – follow Element 8.1 Adverse Water Condition and/or Other Problem.

Note: In general, loss of pressure is normally not preferred; providing notices is likely the better option.