

Office of Water Quality
5301 Northshore Drive, North Little Rock, AR,
72118

Dear Madam/Sir

RE: Response to inspection performed by Michael Young on
February 2, 2022 at City of Crossett Wastewater Facility
pertaining to by-pass event reported on January 20, 2022

As stated in Mr Young's report, operator error was the reason for the by-pass event occurring. We have taken several steps to correct this and avoid a by-pass in the future.

- 1) The employee involved in the event was immediately re-assigned to a different dept.
- 2) Remaining employees were given a refresher course on the process of monitoring the pump stations.
- 3) Reminder signs were printed and placed in three different loactions in pump house to help operators in remembering to make sure all pumps are operational as they leave.
- 4) We are upgrading our telementary system so we can have better access to our system during off times. Example: Our new system will allow us to access the system by cell phone

so we can check water levels visually as well as audible.

5) We also installed a locking system on our effluent pipe immediately exiting our pump house to prevent over flow in case we have a complete shut down of our system.

6) In the case our system shuts down we do have an on site generator.

Pictures are attached to email

Thank You

Jeff Harrison

Public Works Director

City of Crossett

Office: 870-364-4830

CONTROL PANEL PROCEDURE

- 1) LOOK FOR ALARMS
- 2) CHECK PANEL LIGHTS
- 3) LISTEN FOR DDB OR "HORN" SOUNDS
- 4) TURN ALL PUMPS HAND SWITCHES TO OFF. WAIT UNTIL ALL PUMPS TO STOP
- 5) TURN ALL PUMPS HAND TO HAND. VISUALLY VERIFY BACKLASH AND SLIP THRESH SWITCH BACK TO OFF. WAIT UNTIL PUMP IS COMPLETELY STOPPED
- 6) TURN ON PUMP HAND TO HAND. VISUALLY VERIFY CHECK ANALOGUE. TURN SWITCH BACK TO OFF. WAIT UNTIL PUMP IS COMPLETELY STOPPED
- 7) TURN ON PUMP HAND TO HAND. VISUALLY VERIFY CHECK ANALOGUE. TURN SWITCH BACK TO OFF. WAIT UNTIL PUMP IS COMPLETELY STOPPED
- 8) IF ALL PUMPS ARE PARKED AND OPERATIONAL THEN A FIRST **SLIP AND SWITCHES BY**
- 9) **AUTOMATIC BEFORE YOU LEAVE THIS POSITION!**
- 9) IF A PUMP IS NOT PARKED THEN TURN THE HAND SWITCH ON THAT PUMP TO OFF. GET ASSISTANCE TO PARK PUMP. **DO NOT ENTER OR GET AWAY UNTIL IS A CONTINUED SERVICE**
- 10) IF PUMPS TO BE PARKED THEN FOLLOW THE **SHUT DOWN AND PARKING PROCEDURE**
- 11) MAKE SURE ALL PAPERWORK IS FILLED OUT CORRECTLY AND ON THE CORRECT DATE!
SEE TRAINING CHECK POINTS SECTION

red lion

WITH ALTERNATE BY CYCLE

UNIT	MODE	STATUS	ALARM	FAULT	REASON
PUMP 1	Hand	Off	OK	OK	
PUMP 2	Hand	Off	OK	OK	
PUMP 3	Hand	Off	OK	OK	

PLC IN CONTROL PLC DUPLXOR CONTROL DUPLXOR IN CONTROL

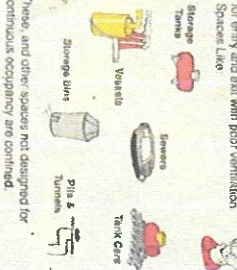
TRANSJUDGER FAIL ALARM SILENCE GENERAL ALARM

PUMP 1 HAND OFF AUTO PUMP 2 HAND OFF AUTO PUMP 3 HAND OFF AUTO



CONFINED SPACE SAFETY

Confined space - what is it?
Basically a space with limited openings for entry and exit with poor ventilation. Spaces like:



These, and other spaces not designed for continuous occupancy are confined.

Only AUTHORIZED personnel can enter
Dangerous confined spaces must be marked with DANGER signs, allowing not to enter. Only specially trained personnel are allowed to enter after special precautions, air testing and an authorized permit are issued. Entry requires at least two people - an attendant and an entrant who must be outside and monitor.



What makes confined spaces dangerous?

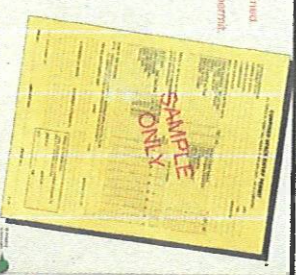
- 1) Lack of Oxygen
- 2) Dangerous chemical vapors or toxic gases
- 3) Flammable vapors from hot pipes and burn or explosion
- 4) Dust, sawdust, grain dust that can choke or powder-explosives that can engulf, trap and suffocate you.
- 5) Physical hazards - electric energy, heat, steam, pressurized air, moving parts and other energy sources. Slips and falls are also a potential hazard.

...watching dangers in confined spaces.
Some dangerous gases, like carbon monoxide, don't smell so you can't detect them. Many gases are also invisible... special gas meters are required to detect their presence.
The lack of oxygen also produces no warning signs until it's 100 (low). OSHA requires that oxygen be 18-12% to 23-12% must also be met before entry.



Safety precautions BEFORE entry

- 1) Authorized entry and attendant personnel must be trained
- 2) Hazards of the confined space must be identified.
- 3) Safe entry procedures must be specified on the entry permit.
- A) Safe entry conditions.
- B) Procedures to isolate the space.
- C) Ventilation, flushing or purging of the atmosphere
- D) Physical barriers to protect entrants from external hazards.
- 4) Ventilation of toxic atmosphere:
 - A) Oxygen between 19.12% and 23.12%.
 - B) No flammable limit.
 - C) No other gas or chemical vapor over limit specified on entry permit.
- 5) The entry permit must be completed and authorized. It contains your employer's criteria for safe entry and monitoring throughout the duration of the entry.



LOCKOUT SAFETY

ENERGY CAN BE DANGEROUS AND CAN BE PRESENT IN DIFFERENT FORMS:



WATCH OUT FOR STORED ENERGY. SOME MACHINES STORE ENERGY IN RAISED LOADS, COILED SPRINGS, CHARGED CAPACITORS AFTER THE ENERGY SOURCES HAVE BEEN TURNED OFF.

BE AWARE



WHAT IS ENERGY LOCKOUT?



WHAT IS A TAGOUT?



BASIC ELEMENTS OF A LOCKOUT SAFETY PROGRAM

1. DETERMINE WHICH ENERGY SOURCES WILL BE LOCKED OUT
2. ONLY LOCK SET APPLIED
3. DETERMINE EVIDENCE TO FOLLOW
4. LOCK TAGS
5. MULTIPLE MAINTENANCE PERSONNEL
6. BE SURE ALL STORED ENERGY IS SAFELY RELEASED OR BLOCKED
7. FOLLOW COMPANY SPECIFIC PROCEDURES
8. REVERSE REMOVING LOCKOUTS AND RETURNING MACHINES TO MAINTENANCE SERVICE
9. ONLY PERSON WHO APPLIED LOCK TAG REMOVES IT
10. FOLLOW THE PREDETERMINED COMPANY PROCEDURE FOR LOCKOUT REPAIR TO CHECK THE MACHINE TO SERVICE
11. CONTINUED EMPLOYEE TRAINING AND EDUCATION

Item	Quantity	Location	Notes
1	10	Warehouse	Inventory
2	5	Workshop	Tools
3	20	Office	Supplies
4	15	Store	Materials
5	8	Lab	Equipment
6	12	Plant	Parts
7	3	Field	Mobile
8	6	Central	Storage
9	4	Inventory	Records
10	7	Warehouse	Inventory
11	9	Workshop	Tools
12	18	Office	Supplies
13	14	Store	Materials
14	7	Lab	Equipment
15	11	Plant	Parts
16	5	Field	Mobile
17	8	Central	Storage
18	4	Inventory	Records
19	6	Warehouse	Inventory
20	10	Workshop	Tools
21	16	Office	Supplies
22	13	Store	Materials
23	9	Lab	Equipment
24	12	Plant	Parts
25	6	Field	Mobile
26	7	Central	Storage
27	5	Inventory	Records
28	8	Warehouse	Inventory
29	11	Workshop	Tools
30	17	Office	Supplies
31	14	Store	Materials
32	10	Lab	Equipment
33	13	Plant	Parts
34	7	Field	Mobile
35	9	Central	Storage
36	6	Inventory	Records
37	8	Warehouse	Inventory
38	12	Workshop	Tools
39	18	Office	Supplies
40	15	Store	Materials
41	11	Lab	Equipment
42	14	Plant	Parts
43	8	Field	Mobile
44	10	Central	Storage
45	7	Inventory	Records
46	9	Warehouse	Inventory
47	13	Workshop	Tools
48	19	Office	Supplies
49	16	Store	Materials
50	12	Lab	Equipment
51	15	Plant	Parts
52	9	Field	Mobile
53	11	Central	Storage
54	8	Inventory	Records
55	10	Warehouse	Inventory
56	14	Workshop	Tools
57	20	Office	Supplies
58	17	Store	Materials
59	13	Lab	Equipment
60	16	Plant	Parts
61	10	Field	Mobile
62	12	Central	Storage
63	9	Inventory	Records
64	11	Warehouse	Inventory
65	15	Workshop	Tools
66	21	Office	Supplies
67	18	Store	Materials
68	14	Lab	Equipment
69	17	Plant	Parts
70	11	Field	Mobile
71	13	Central	Storage
72	10	Inventory	Records
73	12	Warehouse	Inventory
74	16	Workshop	Tools
75	22	Office	Supplies
76	19	Store	Materials
77	15	Lab	Equipment
78	18	Plant	Parts
79	12	Field	Mobile
80	14	Central	Storage
81	11	Inventory	Records
82	13	Warehouse	Inventory
83	17	Workshop	Tools
84	23	Office	Supplies
85	20	Store	Materials
86	16	Lab	Equipment
87	19	Plant	Parts
88	13	Field	Mobile
89	15	Central	Storage
90	12	Inventory	Records
91	14	Warehouse	Inventory
92	18	Workshop	Tools
93	24	Office	Supplies
94	21	Store	Materials
95	17	Lab	Equipment
96	20	Plant	Parts
97	14	Field	Mobile
98	16	Central	Storage
99	13	Inventory	Records
100	15	Warehouse	Inventory



STOP!
DID YOU COMPLETE ALL PAPER WORK
ARE ALL PUMPS PRIMED
ARE ALL PUMP CONTROLS IN AUTO
DID YOU FOLLOW ALL
OPERATING PROCEDURES

EXIT

