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| CITY OF MOLALLA WATER  C:\Users\nlennartz\Desktop\Logos for City\2 inch Emblem Spot.jpgTREATMENT PLANT | POWER OUTAGE  PORTLAND GENERAL ELECTRIC | DATE ISSUED  AUG-2015 |
| SOP  #6 |

***STANDARD OPERATING PROCEDURE***

**Overview**

The Molalla Water Treatment Facility operates 24hrs a day 7 days a week. In the event of a power outage certain steps need to be followed to ensure there is no disruption in treatment operations. The City does have backup generators at the Pump Station and at the Treatment Plant. These generators will power on automatically in the event of an outage.

**Address of the Treatment Plant**

32899 S. Molalla Forest Rd.

**Our responsibility**

1. The Treatment Operator / Oncall Duty person will need to call PGE and Report the Outage. When contacting PGE, report that you are *“calling to report an outage at the City of Molalla Drinking Water Plant at 32899 S. Molalla Forest Rd”.*
2. Generators will be full of fuel but if we operate on generator power for more than several hours the fuel level will need to be checked, see diesel supplier below.
3. Treatment Operator - After an outage sometimes some of the electronics at the WTP will need to be reset. This is only needed if the equipment is non responsive or otherwise displays an abnormal condition.
4. Treatment Operator - PPCP presets will need to be checked with the list and updated on the PPCP presets screen under WTP HMI workbench on the SCADA computer.

**Acknowledging Alarms**

To “Acknowledge the outage alarm press “9” during the phone call and after the chime/tone. It is desirable to acknowledge an alarm so repeated calls will stop. The Dialer will call every programmed phone number 3 times if not acknowledged. An acknowledged alarm will call out again after 1 hour if the alarm has not been corrected or the power has not been restored.

You may “DISARM” the dialer anytime you want to keep the dialer from calling out for alarms. You can also push the DISARM/ RE-ARM button to clear alarms from the dialer. Alarms will only clear if they have been corrected and no longer in an alarm state.

**Service**

Portland General Electric - Andrew Schafer Cell 503-250-4854 or General Outage 1-800-542-8818.

Generator Service – Eric at Bryant Power Services 503-807-8648.

Diesel Fuel – 503-829-2122 or we may fuel ourselves with WWTP Fuel truck.

Electrician - Cherry City Electric – Justin 503-566-5600 or cell 503-991-8767.