

BOIL ADVISORY DECLARATION FORM

Water System ID: LA _____ Water System Name: _____

Parish: _____

Name of Person Submitting Boil Advisory: _____

Title of Person Submitting Boil Advisory: _____

Contact Info: Mobile #: _____ Business #: _____
Fax #: _____ Email Address: _____

Reason for Boil Advisory (Planned Outage, Water Main Break, Loss of Pressure – less than 20*
psi, Power Failure, Treatment Failure, Pump Failure, Bacteriological Contamination): _____

Describe the Situation: _____

Date of Occurrence: _____ Date Boil Advisory Issued/Distributed: _____

Public Notification Methods Used (Local TV, Door Hangers, Radio, Hand Delivery, Email, Social
Media, Emergency Water System Notifications or 1 Call, etc.): _____

Number of Service Connections (Meters) Affected: _____

Population Affected (3 x Number of Service Connections Affected): _____

Water Main Size (if Applicable): _____ System-wide Advisory? (YES or NO):

If Partial Advisory, describe Area Affected (Addresses, Street Names): _____

Was System Isolated/Valved Off? (YES or NO): _____

List of Critical Customers (Hospitals, Nursing Homes, Daycares, Schools, Dentist Offices, Surgery
Centers, Dialysis Centers, etc.): _____

Food Establishments (Grocery Stores, Restaurants, Delis, Gas Stations, etc.): _____

Number of Samples to be Collected & Submitted: _____

Sample Collection Expected Date: _____ Sample Submittal Expected Date: _____

Signature: _____ Date: _____

For a System-wide Boil Advisory:

- i) If your water system submits less than five (5) compliance samples monthly, collect five (5) samples from all TCR & MRT sites to clear the boil advisory.
- ii) If your water system submits five (5) or more compliance samples each month, collect an equivalent number of boil advisory samples from the entire distribution system to clear the system-wide boil advisory. The samples must be collected from available TCR compliance taps with equal distribution throughout the system.

Call LDH staff **prior** to submission of samples to discuss collection and delivery options.

If any type of storage facilities are drained, cleaned and/or repaired, the AWWA sampling procedure must be followed to clear the storage facility for service. Two (2) sets of samples taken 24 hours apart must be collected and submitted as follows:

- Two (2) samples are taken 15 minutes apart on Day 1
- Two (2) samples are taken again 15 minutes apart on Day 2
- Samples collected on Day 2 must be at least 24 hours after samples collected on Day 1
- In the comments section on the Lab 8 Form, write "Tank Repair, Tank Cleaning, etc."

All boil advisory samples must clear for bacteriological contamination. If the free or total chlorine residuals taken during sample collection are less than 0.50 mg/L and recorded on the Lab 8 form, the boil advisory cannot be rescinded. Please flush lines, tanks etc. to ensure the chlorine residuals are at least 0.50 mg/L before collecting the samples.

Code boil advisory water sample on Lab 8 form as 4, in the "Other Potable" section. In the comments section on the Lab 8 form, write "Boil Advisory."

A Critical Customer List and a Food Establishment List should be prepared and ready for emergency use so that notifications can be made quickly by the water system.

The lists should include names, addresses, phone numbers, owner or person in charge, and emergency contact numbers.

The water system must notify the customers of the boil advisory's date and time, and record the water system's personnel responsible for contact.

This working list and form can be proof of notification. The water system should notify all Critical Customers and Food Establishments when a boil advisory is issued.

The LDH website and regional office can supply you with information that can be helpful to your customers' understanding of a boil advisory and the precautionary steps that should be taken. These can be printed and used as references for the water system at the following links provided below:

Information and Frequently Asked Questions: <http://www.ldh.louisiana.gov/index.cfm/page/963>

North Sample Truck Routes: http://www.ldh.la.gov/assets/oph/Center-EH/engineering/RTCR/North_Sample_Truck_Routes_011419.pdf

Please complete and send the form via fax or email to the following:

Fax Region 6 at (318) 487-5338

Fax Region 7 at (318) 676-7485

Fax Region 8 at (318) 362-3163

Email to D4Safe.Water@la.gov for R6, R7, or R8 systems in District 4.