



Department of Facilities POLICY AND PROCEDURE

POLICY NUMBER: 488
VERSION: 2

SUBJECT: Corrective Maintenance Procedure for a Sewer Failure

POLICY:

Facilities will identify and implement an emergency procedure for a failure or disruption of the sewer system.

PURPOSE:

Facilities will make every effort possible to maintain the function of the sewer system during business hours.

PROCEDURE:

Upon notice of a sewer failure, Facilities is to proceed as follows:

1. Plumber
 - A. Evaluate the extent of the problem.
 - B. Report the extent of the problem, repairs required and anticipated time frame for repairs to the Director of Facilities.
 - C. Make all necessary repairs as soon as possible.
2. If system cannot be repaired in a short time frame, immediately notify the ASC, Administration and the Facilities front office.
3. Procure portable toilets if necessary and Contact LA County Dept. of Public Works at:
 - Emergency 800-675-4357
 - Local Office 877-637-3661

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