

City of Norfolk Cross Connection Control Program

BACKFLOW INCIDENT REPORT FORM

There are many backflow incidents, which occur that are not reported. This is usually because they are of short duration, are not detected, the customer is not aware they should report it or it may not be known to whom the incident should be reported to. If you have any knowledge regarding incidents, please immediately call (757) 823-1000, then complete this form within 24 hours of the incident and return it to UTbackflow@norfolk.gov.

Reporting Agency _____ Report Date _____

Reported By: _____ Position: _____

Mail Address: _____ City: _____

Province: _____ Postal Code: _____ Telephone: _____

Date of Incident: _____ Time of Occurrence: _____

General Location (Street, etc.): _____

1. Backflow Originated From:

Name of Premise: _____

Street Address: _____ City _____

Contact Person: _____

Type of Business: _____

2. Description of Contaminant(s):

(Attach Chemical Analysis if available)

3. Distribution of Contaminant(s):

Contained within customer's property: Yes: _____ No: _____

Number of persons affected: _____

4. Effect of Contamination:

Illness Reported: _____

Physical Irritation Reported: _____

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5. Cross Connection Source of Contaminant:

(boiler, chemical pump, irrigation system, etc.)

6. Cause of Backflow:

(main break, fire flow, etc.)

7. Corrective Measures Taken to Restore Water Quality:

(main flushing, disinfection, etc.)

8. Corrective Action Ordered to Eliminate or Protect from Cross Connection:

(type of backflow preventer, location, etc.)

9. Previous Cross Connection Survey of Premise:

Date: _____ By: _____

10. Type(s) of Backflow Preventer Isolating Property:

RPZ: _____ RPDA: _____ DCVA: _____ DCDA: _____ PVB _____ SVBA _____

AVB _____ Air Gap: _____ None: _____ Other Type: _____

11. Date of Latest Test of Device: _____

12. Notification of Health Department:

Date: _____ Time: _____ Person Notified: _____

Attach sheets containing any additional information, sketches, etc. to the back of this form