Circle Four Farms

Spill Prevention & Response Manual

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Approved

Circle Four Farms

Spill Prevention
&
Response Manual

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I. Introduction

The Spill Prevention and Response Manual is a resource of guidelines designed to address waste spill prevention and response policies. It is the responsibility of all Circle Four Farm employees and contractors to be aware of the preventive and responsive guidelines set forth in this manual and to act upon them as needed.

Spill Prevention
The policies addressed require daily and monthly inspections of the waste handling system by farm personnel and indicate how to respond to potential problems.

Spill Response
The policies that the farm manager and contractor will follow in the event of a waste spill. This section also identifies some remedial actions that may be used by maintenance or Environmental Resources to clean up the spill site.

II. Waste Handling System

The waste handling system is composed of the barn pits, the discharge system, the primary lagoon, the containment basin, and the recycle system. A site plan of the farm's waste handling system is provided at each farm in its own operating and maintenance manual.

Barn Pits – the receptacle under the swine that collects waste and recycle water until the waste is released by a pull-plug into the discharge pipelines.

Discharge System – piping that conveys wastewater from the barn pits to the primary lagoon. The lines are located underground, but have clean-out pipes indicating the general location of the pipelines.

Primary Lagoon – the first stage of the lagoon system that provides a microbial environment that decomposes the waste solids portion of the manure and provides storage for sludge accumulation.

Containment Basin – the second stage of the lagoon system that provides additional surface area to evaporate water. It stores wastewater during the low evaporation winter months.

Recycle System – a pump and piping system that conveys liquid from the primary lagoon back to the barn pits.

III. Waste Spill Prevention

Awareness and action are the keys to preventing waste spills.

A.) Daily Inspections – Perform a daily visual inspection of the farm complex.

1.) Look for the following:
- Any damage to a cleanout pipe – a cleanout should be positioned at a 45 or 90-degree angle with no cracks, no erosion around the base of the pipe, and a cap secured with screws.
- Any unusual wet or saturated areas – saturated ground or puddles along discharge or recycle lines, next to a building, or around a lagoon could indicate a leak.
- Any debris that may damage a liner – metal and wood near or on the farm complex should be secured or properly disposed of to prevent damage to a lagoon liner.
- Any clogged lagoon transfer pipes – debris, especially plastics, can clog the pipe that transfers waste from one lagoon to another. Make sure you can see the inlet of the transfer pipe, and/or waste overflowing into the receiving lagoon or basin.
- Sudden unexpected lagoon level changes.
- Whaling or bubbling of the lagoon liner.

2.) Fill out the Daily Checklist for Waste Handling System. This report needs to be filled out daily and turned into Environmental Resources at the end of each month.

3.) Note any problems or potential problems and make sure maintenance is fully aware of the situation by following the Effluent Handling System Emergency Procedure.

B.) Monthly Inspections – Walk around the farm buildings and lagoon system each month.

1.) Fill out the Monthly Checklist for Waste Handling System and take any corrective actions necessary. Return the sheet to Environmental Resources at the end of each month. A sample of this report is also attached in appendix A.

2.) Note any problems or potential problems and make sure maintenance is fully aware of the situation by following the Effluent Handling System Emergency Procedure.

3.) The following table lists the type of effluent depth gauge found at each of the lagoons at the different farm sites and instructions for determining the depth of each individual lagoon.

LAGOON LIQUID LEVEL CHART

FARM	PRIMARY		SECONDARY		TERTIARY	
	Max. Liquid Level	Gauge Type	Max. Liquid Level	Gauge Type	Max. Liquid Level	Gauge Type
41101	15	Pipe #	13.75	Line	7	Line
41102	25	Fill	28	Line	N/A	
41103	25	Fill	15	Fill	7	Pipe #
41104	25	Line	5.7	Line	N/A	
41105	25	Line	5.7	Line	N/A	
41106	25	Line	5.7	Line	N/A	
41107	25	Line	5.7	Line	N/A	
41108	25	Pipe-Grd (27)	5.7	Line	N/A	
41201	16.2	Fill	14	Line	7	Line
41202	25	Line	14.5	Line	N/A	
41203	25	Line	12.5	Line	N/A	
41204	25	Line	5.7	Line	N/A	
41205	25	Line	5.7	Line	N/A	
41206	25	Fill	5.7	Line	N/A	
41207	15	Pipe-Grd. (17)	5	Pipe-Grd. (7)	N/A	
41208	15	Pipe-Grd. (17)	5	Pipe-Grd. (7)	N/A	
41209	15	Pipe-Grd. (17)	5	Line	N/A	
41210	15	Pipe-Grd. (17)	5	Line	N/A	
41301	25	Fill	15	Line	7	Pipe#
41302	25	Line	9	Line	N/A	
41303	25	Line	25	Pipe #	N/A	
41304	25	Fill	9	Line	N/A	
41305	25	Fill	9	Pipe #	N/A	
41306	25	Line	6.8	Line	N/A	
41307	25	Line	6.8	Line	N/A	
41308	25	Line	6.8	Line	N/A	
41309	25	Line	6.8	Line	N/A	
41310	25	Line	6.8	Line	N/A	
41311	25	Line	6.8	Line	N/A	
41312	25	Line	6.8	Line	N/A	
41313	25	Line	6.8	Line	N/A	
41314	25	Line	6.8	Line	N/A	
41315	25	Line	6.8	Line	N/A	
41316	25	Pipe-Grd. (26)	5	Line	N/A	
41317	25	Pipe-Grd. (26)	5	Line	N/A	
41318	25	Line	5	Line	N/A	
41319	25	Pipe-Grd. (25)	5	Line	N/A	
41320	25	Pipe-Grd. (25)	5	Line	N/A	
41321	25	Line	5	Line	N/A	
41322	25	Line	5	Line	N/A	
41323	25	Line	5	Line	N/A	
49170	20	Pipe-Grd. (22)	6.2	Line	N/A	
49073	16.5	Line	3.3	Line	N/A	

FARM	PRIMARY		SECONDARY		TERTIARY	
	Max. Liquid Level	Gauge Type	Max. Liquid Level	Gauge Type	Max. Liquid Level	Gauge Type
42100	25	Line	7.5	Line	N/A	
42101	25	Line	7.5	Line	N/A	
42102	25	Line	7.5	Line	N/A	
42103	25	Line	7.5	Line	N/A	
42104	25	Line	7.5	Line	N/A	
42200	20	Line	6	Line	N/A	
42201	25	Line	6	Line	N/A	
42202	25	Line	6	Line	N/A	
42203	25	Line	6	Line	N/A	
42301	30	Line	4.2	Line	N/A	
42302	Bion	Line	Bion	Line	N/A	
42303	Bion	Line	Bion	Line	N/A	
42304	30	Line	4.2	Line	N/A	
42305	30	Line		Line	N/A	
42315	30	Line	4.2	Line	N/A	
42316	30	Line	4.2	Line	N/A	

Fill – Approximate the depth by subtracting the additional depth needed to reach the crossover pipe from the maximum depth.
Pipe#-The PVC pipe stand graduated with numbers indicates the liquid level. Read the center number as a whole number.
Line – White lines on the lagoon liner indicate the depth of liquid in the lagoon
Pipe-Grd. (#) - Each color or post gradation indicates a foot. Subtract any visible gradations from the maximum depth from the # in the parentheses to determine the liquid level.

C.) Operational Prevention – Educate all employees about what could cause a waste spill and make sure they know the proper emergency response procedure.

1.) The following farm procedures and information needs to be continuously emphasized:

- The location of the Effluent Handling System Emergency Procedure. (Appendix B)
- The farm has a proper pit-pull procedure that should be followed.
- Barn pits are not trash cans, nor proper disposal for mortalities.
- Although feed spills happen, they need to be handled in a manner that will not clog any pipes.
- A recycle valve needs to be open if the recycle pump is operational.

2.) Fresh Water Contamination Prevention. Any pipes, hoses or other structure designed to convey fresh water, whether from a well or a water system, shall never be allowed to come in contact with wastewater. If for any reason fresh water is being discharged into a waste lagoon, there shall be a minimum of three feet separation between the surface of the lagoon water and the discharge of the fresh water pipe.

Any modifications to the waste handling system or fresh water system which may have a negative impact on groundwater quality must be reviewed by the Project Engineer and Environmental Resource Manager prior to implementation. The Project Engineer will inspect the site to ensure the system is operating properly during and after the implementation of the modification.

IV. Waste Spill Response Plan

A. Potential Problem Response. A potential problem is defined as a situation, which would not immediately result in a spill if not directly addressed. Responses to potential waste handling problems are reported to maintenance. Maintenance will then contact the Environmental Resources Manager. Each problem should be investigated at the time it is reported. Maintenance or Environmental Resources personnel should work directly with the Farm Leader at the site. The following items need to be reported to the Farm Leader by the Maintenance or Environmental Resources personnel:

1. A verbal commitment as to how and when the problem will be repaired or addressed.

2. A verbal report after correction that the problem has been resolved.

B. Broken Clean Out procedures. In the event that a clean out pipe is hit or broken the following procedures will be followed so that a spill will be avoided:

1. The person who breaks the clean out is personally responsible for notifying the farm leader that they should not pull their pits until the cleanout is repaired.

2. If the break occurs during the day, you must not leave that farm until you have personally spoken to the farm leader to let him/her know they should not pull the pit.

3. If the break occurs after hours, you must call the farm leader at home. If the farm leader is not home, you should page the farm leader. If the farm leader does not return the page, call that farm leader's production leader at home. Keep going through the chain of command until you personally notify someone of the broken cleanout and that the pits should not be pulled. Direct personal contact is required. Leaving a voice mail is unacceptable.

4. You must leave a note on the farm office door telling farm personell not to pull the pit until the cleanout is repaired unless you have personally spoken to the farm leader.

5. The farm leader is responsible for immediately instructing his/her employees not to pull the pits until the cleanout is repaired.

6. Maintenance will notify the farm leader when the cleanout is repaired and it's okay to pull the pits.

C. Waste Spill Response. In the event of an actual spill, it is important to return the waste back into the lagoons or waste handling system as soon as possible. After a detected spill, the following procedure must be followed:

1. Take whatever measure needed to stop the spill, i.e., re-install the pit plugs, turn off the recycle pump, etc.

2. Record the time when the waste spill was first detected and estimate the time when the waste spill first took place.

3. Report the spill to Maintenance and make sure they are fully aware of the situation.

4. Maintenance reports to the spill for cleanup and repairs, and mobilizes any necessary clean-up equipment.

5. If upon arriving at the spill, flow is not stopped, maintenance shall take whatever steps necessary to stop the flow.

6. Maintenance will contact the Environmental Resources Manager to identify the situation.

7. If a spill is significant, waste will be pumped back into the lagoons or waste handling system. Most spills will gravity flow and pond in a localized area. A sump should be excavated into the pooled area with a backhoe and then pumped from the sump into the lagoons or into the waste pipeline. If the spill is a significant distance away from the lagoons, it may be necessary to first repair a broken pipeline so that the waste can be pumped directly into a nearby cleanout.

8. Once repairs have been made maintenance should notify the Farm Leader.

9. The Environmental Resources Manager will be responsible for gathering all applicable information to inform production and the Division of Water Quality if necessary.

D. Leaking Lagoon Response. In the event that it is suspected that a lagoon is leaking the following procedures will be followed to minimize the potential impact to ground water:

1. First a qualified engineer will inspect the lagoon for structural integrity. The engineer will decide if there is an immanent danger of the lagoon releasing its contents to the surrounding land. If it is decided that there is an immanent danger of release then equipment will be mobilized to immediately pump down the lagoon to a point where there is no danger of release. Equipment will also be mobilized immediately to reinforce the integrity of the lagoon.

2. If monitor well level compliance limits are exceeded numerous times and suggest an increasing trend. The first step will be to conduct a statistical analysis on the historical groundwater testing results to identify if the elevated parameters are significant to evaluate whether the lagoon is leaking or not.

3. If it is determined that the increase in parameter levels is significant then the next step will be to contract with a reputable company specializing in leak location identification to identify if the lagoon is leaking and if so where the leak(s) are located. This leak detection survey should be done while the lagoon is full of water as to identify all leaks in the side-slope as well as the floor of the lagoon.

4. If it is confirmed from the survey that the lagoon is leaking then the following steps will be implemented:
    - A water balance calculation for the lagoon should be done and forwarded to the DWQ.
    - If leak(s) are coming from the primary lagoon, discharge piping from the farm will be reconfigured to flow to the secondary so that no new waste is introduced into the leaking lagoon.
    - Recycle lines will also be reconfigured to pump from the secondary lagoon, until the primary lagoon can be repaired.
    - The leaking lagoon will be pumped to adjacent lagoon systems that have adequate space to accept the additional wastewater. Secondary lagoon space at other farms may have to be utilized until correct operation can be restored to the repaired lagoon. When transferring wastewater to another lagoon, care will be taken to ensure that permit design criteria are not violated.
    - A plan estimating the wastewater volumes to be transferred and the lagoons systems to be utilized will be forwarded to the DWQ.
    - A timeline will be prepared to outline the steps necessary for the completion of the project. A copy of this timeline will be forwarded to the DWQ.

5. Equipment that is owned by Circle Four that could be mobilized immediately for the pumping of wastewater includes the following:
    - 2 Godwin Dri Prime Pumps
    - Electric Pump

- Stanley Hydraulic Pump
- 1 ½ miles of 4-inch HDPE pipe

6. Equipment that is not owned by Circle Four that could be rented from distributors and mobilized with in a few days for the pumping of waste water includes the following:
    - Hydraulic submersible pump- Rain for Rent, (801) 292-9996
    - Additional Godwin Dri Prime Pumps- ICM, (801) 450-1013

7. During warm weather operation, pumps and pipeline will be checked 3 times daily for correct operation and for leakage.

8. If PVC pipes are installed above ground to convey the wastewater the lines will be marked to protect the pipes from vehicular damage.

9. During cold weather operation, pumps and pipelines will be checked regularly during daytime hours and hourly through the night for correct operation and for leakage. In the event that the pump is or has to be shutdown for longer than an hour, the pipeline will be drained to prevent freezing. Additional personnel may have to be hired on a temporary basis for the duration of the project.

10. It may become necessary to introduce additional water to liquefy the sludge In order to remove the majority of the sludge.

11. After the majority of the sludge and wastewater has been removed, the remaining waste will be allowed to dry and then scraped away from the suspected leaking location using rubber squeegees.

12. All locations identified by the initial leak location survey will be investigated thoroughly.

13. Once the leaks have been repaired according to section G below, the lagoon will be returned to normal operation. The normal water treatment volume will be restored by pumping back part of the water removed and by the addition of fresh water. Water will continue to be added until the water level reaches the correct design level.

E. Waste Spill Reference Numbers:

TITLE	NAME	OFFICE	MOBILE	HOME
Maintenance	Roger Kesler		691-0474	438-5190
Maintenance	Craig Davie		691-0472	387-2522
Maintenance	Scott Robinson		691-0498	386-2226
Maintenance	Mike O'Daniel		691-0475	387-5074
Maintenance	Chris Craw		691-0753	386-2214
Maintenance	Tom McLaghlin		691-0830	
Maintenance Leader	Carl Maples	387-6007	691-0447	387-2647
Environmental Manager	Jim Webb	387-6046	691-0825	438-7688
Environmental Technician	Byron Clark		691-0478	438-5707
Environmental Technician	Martin John		691-0825	691-5757
Engineering	BJ Moore	387-6027	691-0470	387-2648
Public Affairs	Brian Mauldwin	387-6058	691-0462	867-5161
Operations Manager	Erik Jacobsen	387-6008	691-0468	387-2109

F. Evaluation of Spill Impact. The impacted soils will be sampled according to the procedures found in the Sampling and Analysis Plan currently being developed. If the spill is significant and a large enough amount of water was released to potentially impact the ground water then the following general guidelines for evaluating the impact of a spill should be followed:

Note: Not all spills require soil sampling to be performed as outlined above. If the process of soil sampling will cause a significant amount of damage to the surrounding liner or subsurface, or could create a potential pathway for the wastewater to the groundwater then soil sampling should not be done. However, if it is determined that there is no other available method to evaluate the extent of the spill, soil tests should be performed. In this case, care will be taken as to minimize the damage to the FML and subsurface. Care will also be taken to seal the soil-sampling borehole with bentonite clay.

1. After the liquid waste has been removed from the area of the spill, soil samples will be collected from the area of greatest impact and analyzed by a certified laboratory for:

   Phosphorous, Potassium, TKN, Ammonia and Nitrate plus Nitrite as Nitrogen

   Soil samples will be collected from the surface and down to one foot beyond the saturation depth at maximum intervals of one-foot. If the saturation depth is not apparent, samples will be collected in one-foot intervals down to three feet. Soil samples will be taken within five days of the spill event. During the sampling, a state representative will be invited to be present to witness the soil sampling.

A map outlining the spill area as well as locations of monitoring wells, and numbered soil sample locations, will be included in the package sent to the DWQ. Photographs will also be taken at the time of the spill evaluation to document the spill.

2. Further investigation will include the evaluation of the underlying soils with regards to water holding capacity, the amount of saturation and depth of the spill. In the Milford valley no aquifer recharge is contributed to the valley floor (Mower and Cordova, Technical Publication No. 43). Therefore, it is extremely unlikely that leaching of contaminants from a relatively small spill would occur from non-irrigated land. All of the farm sites that have been constructed are on non-irrigated land. If it is determined that the wastewater could not reach the aquifer due to the size of the spill and water holding capacity of the underlying soils then no remedial action will be required. When evaluating the potential for ground water degradation past spill events will also be considered.

3. If it is determined from these evaluations that there is substantial risk that the spill will have a negative impact on ground water quality, mitigation efforts such as excavation of the soil and land application, or disposal of the soil may be needed. These mitigation efforts will be started within 10 days of determination that the ground water will be negatively impacted. If it is determined from the evaluation that there will be no negative impacts of significance on groundwater quality, or if all parameters tested decline deeper into the soil, no further action will be required. Land application, if necessary, will be done in accordance to the Circle Four Farms Nutrient Management Plan.

G. Repair of Liner (FML) Procedures. Occasionally holes will form in the liner of the lagoon system due to a variety of factors. Circle Four Farms will repair minor holes as part of their routine maintenance of the lagoon system. If Circle Four decides that the repairs to be done are major repairs then use of a third party independent Professional Engineer will be used to verify proper repair.

Repair of holes in the liner that are above the water line will done according to the following procedures:

1. Location of holes must be identified, marked and documented.

2. Holes will then be repaired with a patch of new FML and an extrusion welder.

3. The patch will then be vacuum tested to assure proper repair.

Repair of holes in the liner that are below the water line will be done according to the following procedure:

1. Signs of holes that are under the water line include whaling, unusual stretching and/or floating liner.

2. Once water under the liner is identified State DWQ must be notified in 24 hours and a letter describing the incident, plan of action, and potential risk to ground water must be sent within five days.

3. The farm will then be notified of the condition and instructed to reduce the use of the fresh water going into their system while repairs are being performed.

4. Location of the hole(s) must be identified, marked clearly on the slope of the lagoon, and documented.

5. Lagoon will then be pumped to remove the water from the lagoon until the hole(s) can be safely accessed for repair.

6. Liner and subsurface will then be allowed to dry out if possible.

7. Hole(s) in the liner will then be repaired with a patch of new FML and an extrusion welder.

8. The patch will then be vacuum tested to assure proper repair.

For minor, repairs once all of the procedures have been followed above the lagoon will be put back into service.

For major repairs, once all of the procedures above have been implemented a follow-up report will be sent to the DWQ outlining repair procedures and third party verification of repairs. The lagoon will not be put back into service until written approval from the DWQ has been received.

V. Waste Spill State Compliance Issues

A. First 24-Hour Response Requirements. A State reportable incident shall be defined as any occurrence or failure of Best Available Technology (BAT) to contain waste as defined in the State issued Construction and Ground Water Discharge Permits that may potentially cause damage to the waters of the State. This would include any significant spillage or release of waste from lagoons, barn pits, or waste handling pipes to the ground surface, or to the ground water. It would also apply to any significant release of any other chemical or biological agent to the ground surface or ground water that could cause a threat to human health.

The Environmental Resources Manager shall verbally report any noncompliance waste handling incident to the State. In the event the Environmental Resources Manager is absent

the responsibility will fall onto the Operations Manager, or other Circle Four Farms personnel. The incident must be reported as soon as possible, but no later than 24 hours from the time the representative first becomes aware of the event. The verbal report shall be made to one of the following numbers:

During normal business hours (8:00 am – 5:00 pm Mountain Time)
Division of Water Quality, Ground Water Protection Section - (801) 538-6146

24 Hour Number
Utah Department of Environmental Quality 24 Hour Number - (801) 538-6333

In addition to DWQ, the County Commissioners of the county in which the incident occurs and the Southwest Health Department will be verbally notified of a reportable spill within 24 hours or the first working day following a spill.

B. **Written Report Requirement Within Five Days of Waste Spill**. A written report describing the waste-handling spill or leak will be submitted to the Division of Environmental Quality's Executive Secretary within five days from the time the incident was detected. The written submission shall contain:

1.) A description of the noncompliance and its cause

2.) The period of noncompliance, including exact dates and times

3.) The estimated time noncompliance is expected to continue if it has not been corrected

4.) Steps taken or planned to reduce, eliminate, and prevent reoccurrence of the noncompliance

The letter should also contain the following information if the situation did not occur due to a failure of BAT:

1.) The incident had been reported according to Section V A. and B.

2.) The incident was not intentional or was not caused by Circle Four's negligence, either in action or failure to act

3.) Adequate remedial measures were taken in a timely manner or an acceptable remedial action plan was developed. In addition a schedule was implemented to restore the best available control technology, utilize equivalent control technology. (Implementation of an equivalent technology will require permit modification and re-issuance.)

4.) Circle Four can demonstrate that any discharge of a pollutant from the facility is not in violation of the provisions of UAC 19-5-107

In the event of out-of-compliance status due to either an exceedance of ground water protection levels or a failure of BAT, Circle Four Farms shall notify the appropriate County Commission, as applicable, and the Southwest Utah Health Department within 24 hours of becoming aware of the out-of-compliance status.

Appendix

A Monthly Checklist for Waste Handling System

B Effluent Handling System Emergency Procedure

Appendix A

Monthly Checklist for Waste Handling System

(Blank Copy of this Report)

Circle Four Farms

Monthly Checklist for Waste Handling System

NAME:_____ **Farm:**_____ **Date:**_____

Instructions: Inspect the following items thoroughly each month. If any problems are identified during the inspection, call the Environmental Resources Manager immediately. Report should be sent to the Environmental Resource Manager at the end of each month.

Exterior Barns and Pipelines

Yes	No		*If Yes, Implement the Following Corrective Action*
		A clean out cap is missing, not secured, or damaged.	Secure cap or contact Maintenance
		Exposed discharge piping	Contact Maintenance
		Piping is cracked or structural damage is evident	Contact Maintenance
		Unusually soft or wet ground along pipe lines or barn	Contact Maintenance
		Recycle pump is not working, the belt is squeaking, or plastic is in the recycle well	Contact Maintenance

Lagoon System

Yes	No	General	
		Lagoon contains debris that may damage the liner or clog the recycle or crossover pipe (any metal, sharp wood or plastic)	Contact Maintenance to remove
		A crossover pipe is submerged and no liquid is overflowing into the secondary or tertiary lagoon	Contact Maintenance, possible clogged crossover pipe
		The top or sides of a lagoon has wet spots, erosion, or sunken areas	Contact the Environmental Resources Manager
		There is evidence of burrowing animals near a lagoon	Contact Maintenance

Yes	No	Clay Lined Lagoons Only	
		Are weeds growing in the rip-rap of the lagoon	Contact the Environmental Resources Manager
		A flex hose is not attached to the discharge pipe	Contact Maintenance
		The lack of rip-rap exposes the clay liner to erosion	Contact the Environmental Resources Manager

Yes	No	FML Lined Lagoons Only	
		The liner has holes, tears, or is pulling away from the berms	Contact the Environmental Resources Manager
		Liner anchor trench has visible erosion	Contact the Environmental Resources Manager
		The liner billows over 4 feet during windy conditions	Contact the Environmental Resources Manager

Indicate Liquid Level for each lagoon
(example: primary – 24.75 feet)

PRIMARY	SECONDARY	TERTIARY

Comments: (indicate any corrective actions taken)

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Appendix B

Effluent Handling System Emergency Procedure

Circle Four Farms

EFFLUENT HANDLING SYSTEM EMERGENCY PROCEDURE

In the event of a waste spill, or potential waste spill

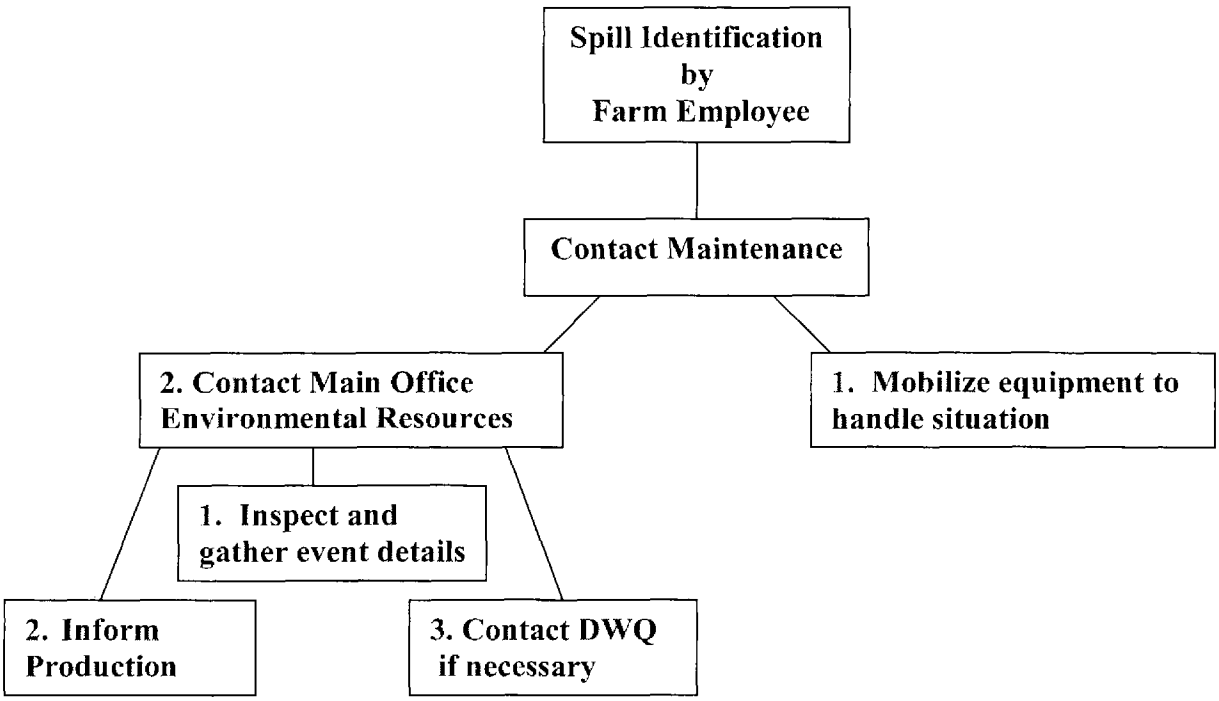
1. Stop the release of any additional waste - if possible
2. Contact maintenance at:

- **Roger Kesler 691-0474**
- **Carl Maples 691-0447**
- **Craig Davie 691-0472**
- **Mike O'Daniel 691-0475**
- **Scott Robinson 691-0498**
- **Tom McLaughlin 691-0830**
- **Chris Craw 691-0753**

ON CALL PAGERS: Blue Mountain 800-202-5541 Skyline 800-202-5545

*** If unable to reach maintenance by phone or pager, contact by radio and ask them to call you on the telephone !**

RESPONSE FLOW CHART



THIS FORM MUST BE POSTED NEXT TO THE PHONE IN THE FARM OFFICE