

<u><i>The Town of Fort Frances</i></u>	SECTION OPERATIONS & FACILITIES DIVISION
<u>RECEIVING AND OFF LOADING</u> <u>SODA ASH AT THE WATER</u> <u>TREATMENT PLANT</u>	REVISED July 2006
<u>POLICY</u>	
Resolution No. 234 Consent (07/06)	Supercedes Resolution No.
Policy Number: 4.19	PAGE 1 of 1

1. PURPOSE:

To establish a communication protocol outlining a step-by-step procedure for receiving and off loading Bulk Soda Ash at the Water Treatment Plant.

2. PROCEDURE

Upon receiving a bulk load of Soda Ash at the Water Treatment Plant:

- i) The Water Treatment Plant Operators will contact, by telephone the Fire & Security Center in Dryden at (807) 223-3327, the Fire & Security Center Office in Fort Frances at (807) 274-4445 and the Fire Department in Fort Frances at (807) 274-9841 prior to off loading the Bulk Soda Ash.
- ii) The Water Treatment Plant Operators will inform the Fire & Security Center and Fire Department that while off loading Soda Ash, the Dust could trigger the Fire Alarm System at the Water Treatment Plant to go to an "Alarm" state. If this were to happen Water Treatment Plant Operators would ask the Fire & Security Center and the local Fire Department to contact the Water Treatment Plant Operators at (807) 274-2325 to inquire if their services are required.
- iii) The Water Treatment Plant Operators will inform the Fire & Security Center in both Dryden and Fort Frances as well as the local Fire Department as to when the off loading operations of the Bulk Soda Ash is complete.
- iv) All operational steps in this protocol will be documented in the Water Treatment Plant daily logbook.