

*If you are using a printed copy of this procedure, and not the on-screen version, then you **MUST** make sure the dates at the bottom of the printed copy and the on-screen version match. The on-screen version of the Collider-Accelerator Department Procedure is the Official Version. Hard copies of all signed, official, C-A Operating Procedures are available by contacting the ESSHQ Procedures Coordinator, Bldg. 911A*

C-A OPERATIONS PROCEDURES MANUAL

ATTACHMENT

2.19.a Checklist for Response to Water "Make-Up" Alarms

C-A OPM Procedures in which this Attachment is used.		
2.19		

Hand Processed Changes

<u>HPC No.</u>	<u>Date</u>	<u>Page Nos.</u>	<u>Initials</u>
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Approved: _____ *Signature on File* _____
 Collider-Accelerator Department Chairman Date

L. Vogt

“Checklist for Response to Water "Make-Up" Alarms”

The purpose of this checklist is to provide MCR Operators, CAS Technicians, and Water Systems Group personnel with a set of guidelines to follow in the event of a "make-up" alarm for systems listed in [C-A-OPM 2.19](#).

System Name: _____

Date: _____

Operator: _____

(Put an “x” in the applicable box)

1. Determine reason for “make-up”.
 - a) Check to see if any maintenance is being conducted by the Mechanical Service Group or the Water Systems Group.
 - No maintenance being conducted.
 - Maintenance being conducted, (explain below).
Explain: _____
 - b) Check level trend on the “Water System P.C.” for a downward slope.
 - No downward slope found.
 - Downward slope found.
 - Not Available.
 - c) Check “make-up” display on “Water System P.C.” for previous shift “make-up”. If “make-up” is observed, call in a technician from the Water Systems Group Call-In List.
 - No previous “make-up” found.
 - Previous shift “make-up” found.
 - Not Available.
 - d) Log “make-up” below in gallons.
Gallons of “make-up” from the “Water Systems P.C.”: _____
 - e) Check cooling system for leaks.
 - No leaks found.
 - Leaks found, (log location and type of leak below).
Leak Location: _____
Description/Source of Leak _____

1.If leak is found, follow [C-A-OPM ATT 10.1.d “Operator Response to Water Spills”](#).
 - f) Disposition of Water:
 - Water leaked to ground and ESHQ Division Head notified.
 - Water collected and sent to Water Group.
 - Water barricaded and allowed to dry up.
 - Water held in sump/secondary containment.
 - Disposition unknown further investigation required by Water Systems Group
 - Other:
(Explain) _____

(CONTINUED ON OTHER SIDE)

- g) Reset the “make-up” alarm on the “Water Systems P.C.”.
 - “Make-up” alarm reset.
 - No reset required, or not applicable.
- h) Forward completed checklist to the Water Systems Group Supervisor.
 - List sent to Supervisor.