

DRINKING WATER SECURITY CHECKLIST

Colorado Dept. of Public Health & Environment
Water Quality Control Division (12/1/2005)

Treatment

Distribution/
Storage

COMMENTS

Please mark Y (Yes) or N (No) for each system component.

	Treatment	Distribution/ Storage	COMMENTS
Personnel	1. Do employees wear photo-ID badges when on duty?		
	2. Is staff trained in security procedures?		
	3. Are access codes/keys strictly controlled and periodically changed?		
	4. Are periodic background checks performed for utility staff/contractors?		
Operational Security	1. Is an Emergency Response Plan with updated contacts in place?		
	2. Are personnel aware that all tampering events must be reported to the Colorado Dept. of Public Health & Environment by 10am the following day?		
	3. Is area periodically patrolled?		
	4. Are patrols/inspections varied both in frequency and by personnel?		
	5. Is there a visitor/contractor policy?		
Physical Security	1. Is warning signage in place? (e.g., "NO TRESPASSING," "AUTHORIZED PERSONNEL ONLY")		
	2. Is perimeter fenced and gated?		
	3. Are access roads gated and locked?		
	4. Is perimeter fence clearly visible and free from brush, trash, other barriers?		
	5. Does site have appropriate exterior lighting?		
	6. Are vents adequately secured and/or filtered?		
	7. Are there tamper-proof locks, caps, and covers on valve boxes, vaults, hatches, and fire hydrants?		
	8. Is a backup or uninterruptible power supply available for emergency lighting, alarms, monitors, and computers?		
	9. Are buildings secure and locked, including pump houses and other structures?		
	10. Are alarms monitored?		
Biological/ Chemical	1. Is direct access to wells or treated water protected, including vents or other access routes?		
	2. Are HVAC ventilation shafts secure?		
	3. Are deliveries inspected and monitored?		n/a
	4. Are employees trained to handle and secure hazardous chemicals using appropriate PPE and MSDS guidelines?		n/a
Cyber/ Comm.	1. Are cyber/SCADA security measures in place/monitored? (e.g. firewalls/anti-virus programs/password protection/intranet & intranet protocols)		
	2. Are communications redundant? (radio, cell phone, telephone)		

Security Resources

CDPHE 24-Hour Hotline: 1-877-518-5608

Reporting hotline for spills or security incidents

WQCD website: http://www.cdphe.state.co.us/wq/Drinking_Water/Emergency_Response.htm

- Emergency Response Forms & Checklists – useful forms to guide water systems through emergency situations
- EPA’s Response Protocol Toolbox and Guidelines
- Interim Voluntary Guidelines for Designing an Online Contaminant Monitoring System
- Interim Voluntary Security Guidance For Wastewater/Stormwater Utilities
- Interim Voluntary Security Guidance For Water Utilities

American Society of Civil Engineers (ASCE): The Water Infrastructure Security Enhancements (WISE) Training CD contains security guidance documents for water and wastewater, MS PowerPoint presentations, trainer’s guide, quizzes, and exams. The CD may be requested free of charge by sending your name, address, and affiliation to wise@asce.org.

EPA Water Security website: <http://www.epa.gov/safewater/watersecurity>

EPA’s portal to water security resources

- Vulnerability Assessment Tools (VSAT, SEMS)
- Response Protocol Toolbox
- Emergency Planning Guidance
- Security Enhancements/Research
- Security Product Guides

Colorado Drinking Water Security Listserve: <http://mailman.listserve.com/listmanager/listinfo/codwsecurity>

This listserv was developed by the Water Quality Control Division to provide security information, including training opportunities, to drinking water systems of Colorado. It is a members-only listserv intended exclusively for drinking water systems, and new members must be approved by the administrator. Sensitive information presented on this listserv should not be copied or distributed to others.

Colorado Drinking Water Security Discussion Listserv: <http://mailman.listserve.com/listmanager/listinfo/colodwsecuritydiscussion>

Members of the Colorado Drinking Water Security listserv are encouraged to use this moderated listserv as a forum in which to discuss drinking water security issues with other water systems.

AWWA website: <http://www.awwa.org/advocacy/learn/security>

Water security contacts and resources

Water ISAC: <http://www.waterisac.org>

Comprehensive subscription resource for up-to-date security information

Water Security Channel: www.watersc.org

Free e-mail notification of up-to-date security alerts and information