

REVIEWED

BY: _____ DATE: _____

(MANAGEMENT)

CORRECTIVE

ACTIONS: _____

IF CALL WAS DUE TO ODOR USE ODOR PLEASE EXPLAIN.

FILE;BLOCK.DOC

UPDATE;9/5/12

IF YOU RESPOND TO A BACKUP IN A BUILDING/HOUSE YOU MUST GET THE FOLLOWING INFORMATION BEFORE YOU LEAVE THE SITE;

- OWNER'S NAME, ADDRESS, PHONE # FOR OWNER
- FIND OUT HOW SEWAGE ENTERED THE BUILDING/HOUSE
- HOW IS THE AREA GOING TO BE CLEANED/DISINFECTED.....MAKE SURE THE OWNER UNDERSTANDS THAT THE INSIDE OF BUILDINGS SHOULD BE CLEANED AND DISINFECTED PROPERLY.
- **GIVE HOMEOWNER THE NAMES OF CLEANUP CONTRACTORS
- RECORD THE (INCHES) OR AMOUNT OF WATER IN THE BASEMENT. APPROX. GALLONS ETC.
- TAKE PICTURES! A PICTURE IS WORTH A THOUSAND WORDS!!!