If you have verified your notification flowchart is current and there are no changes necessary to update your EAP, you’re ready to initiate a test. Refer to Dam EAP Update Guide to determine if your EAP is up-to-date and in the correct format.

To start your test (drill), dial 911, and inform the dispatcher that you are conducting a drill of an Emergency Action Plan for your dam. (Your flowchart should include 911 as the initial contact.) Usually, 911 will connect you directly to the primary dispatchers. If you do get to speak to the primary dispatchers, you may state the following: “I am conducting a drill of an Emergency Action Plan for the ____________ dam in ____________. Please make the calls included on the notification flowchart in your copy of the EAP.”

All participants should return the notification checklist in the EAP to you. You may notify us of the test results by letter or by filling out the form below or by sending an email to (damsafety@des.nh.gov). If the test indicates changes are required, the amendments should be mailed to all EAP holders within 30 days.

If you have any questions, contact the Dam Bureau at (603) 271-3406.

EAP Notifications Test Form
(Use of this form is optional, you may alternately summarize the results in a note to the Dam Bureau).