



**OPERATION, MAINTENANCE
AND RESPONSE FORM (OMR)**
Water Division/Dam Bureau



RSA/Rule: Env-Wr 303.04

For information or questions, please contact the dam owner using the information below or the New Hampshire Department of Environmental Services, Dam Bureau at **(603) 271-3406** or **damsafety@des.nh.gov**.

COMPLETED ON: Enter Date

DAM OWNER			EMERGENCY CONTACT (FOR DAM INCIDENTS OR FLOODING)		
NAME:			NAME:		
MAILING ADDRESS:			MAILING ADDRESS:		
CITY:	STATE:	ZIP:	CITY:	STATE:	ZIP:
TELEPHONE NUMBER:			TELEPHONE NUMBER:		
ALTERNATE NUMBER:			ALTERNATE NUMBER:		
EMAIL:			EMAIL:		

SECONDARY EMERGENCY CONTACT		
NAME:	TELEPHONE NUMBER:	ALTERNATE NUMBER:

DAM INFORMATION	
STATE DAM ID NUMBER (IF ASSIGNED):	DAM NAME:
LOCATED IN TOWN/CITY:	HAZARD CLASSIFICATION:
NAME OF RECEIVING STREAM, RIVER OR BROOK:	
HEIGHT (FT):	LENGTH (FT):
POND SIZE (ACRES):	DRAINAGE AREA (ACRES):

damsafety@des.nh.gov or phone (603) 271-3406
PO Box 95, Concord, NH 03302-0095
www.des.nh.gov

SEASONAL CONTROL OF WATER LEVELS

Indicate the water levels for the seasons shown below using an easily identified reference point (ex: spillway crest, top of dam, or staff gage, etc.).

SUMMER LEVEL (FT):	REFERENCE POINT:
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WINTER LEVEL (FT):	REFERENCE POINT:
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IS THERE A FALL DRAWDOWN (Y/N):	WHEN DOES IT BEGIN (DATE):	DEPTH BELOW SUMMER LEVEL (FT):
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IF A DRAWDOWN OCCURS, DESCRIBE HOW IT IS ACCOMPLISHED (EAMPLE: USING STOPLOGS, FLASHBOARDS OR GATES, ETC.):

NORMAL MAINTENANCE AND MONITORING PROCEDURES

Describe the routine maintenance and monitoring activities that occur at the dam, along with the typical frequencies at which they occur. This section should include, but not be limited to, such things as debris management, mowing, brush clearing, leakage/seepage monitoring, etc., and should be updated to reflect NHDES's routine inspection findings.

INCIDENT MANAGEMENT AND RESPONSE INFORMATION

Dam owners are encouraged to call 911 if there is an imminent threat of dam failure. For less serious or developing situations it is recommended that the following agencies are contacted:

LOCAL FIRE DEPARTMENT TELEPHONE NUMBER	
LOCAL POLICE DEPARTMENT TELEPHONE NUMBER	
NHDES DAM BUREAU TELEPHONE NUMBER	(603) 271-3406

This form is a quick reference guide and not intended to replace the Emergency Action Plan (EAP), if one exists.

Please send completed forms to: damsafety@des.nh.gov or NHDES Dams Bureau, PO BOX 95, Concord, NH 03302-0095

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