New York State Department of Environmental Conservation
Division of Water
Bureau of Flood Protection and Dam Safety, 4th Floor
625 Broadway, Albany, New York 12233-3504
Phone: (518) 402-8185 • FAX: (518) 402-9029
Website: www.dec.ny.gov

Dam – Incident Report Form

6 NYCRR Part 673 requires Dam Owners to submit a written Incident Report to NYSDEC when either of the following incidents occurs at a Class C - High Hazard or a Class B - Intermediate Hazard dam:

1) Activation of the Emergency Action Plan (Part 673.7(h)); or
2) Flow through an erodible auxiliary spillway (Part 673.9);

Submit the completed form within 5 days of the end of the incident to:

NYSDEC - Dam Safety Section
625 Broadway, 4th floor
Albany, NY 12233-3504
phone: (518) 402-8185
fax: (518) 402-9029

NYS Dam ID No. : ____________________________  Hazard Class: (circle one):  B – Intermediate    C – High

Dam Name: ________________________________  Reservoir/Impoundment Name: __________________________

Dam Location: Street Address: ________________________________  Town/City: ________________________________
County: ________________________________  Latitude: ________________________________  Longitude: ________________________________

Description of incident and cause(s): (Please Continue on Additional Pages as Necessary)

Start date, time of incident: / / , : (AM) (PM)

Was the Emergency Action Plan activated? (Yes) (No)

Has the emergency ended? (Yes) (No)

Did flow pass through an erodible Auxiliary Spillway? (Yes) (No)

Depth and Duration of Auxiliary Spillway flow:

Immediate responses to incident:

Long term response to incident:

Contact Information

Dam Owner Name: ________________________________________  Form Prepared By: ________________________________

Form Prepared By: ________________________________

Form Preparer’s Phone: ________________________________

Form Preparer’s Fax: ________________________________

Form Preparer’s Email: ________________________________

Dam Owner Phone: ________________________________

Attach additional sheets, including maps, sketches or photos as necessary to fully describe the incident.

DS-IR-1 (4/2010)