

## Glossary\*

**Capacity** — The water or wastewater system's ability to function effectively, meet current drinking water or wastewater discharge standards, and stay in compliance over the long-term. Capacity can encompass technical, managerial, and financial capabilities.

**Contamination** — The presence of organic, inorganic, radiological, biological, or chemical substances in water that affect the water quality or performance of the wastewater treatment system.

**Cost-benefit analysis** — A method for analyzing potential security measures that takes into account the benefits, liabilities, costs, and risks of each measure. This analysis facilitates a system's ability to choose measures that provide maximum benefit with minimal liabilities, cost, and risk.

**Culture of security** — The values, assumptions, understandings, beliefs, and unspoken rules that govern day-to-day security-related behavior and activities in the workplace.

**Drinking Water State Revolving Funds (DWSRF)** — Federal money provided to qualifying states to address problems of deteriorating water systems. States may provide these funds in the form of low or no-interest loans to eligible water systems for upgrading their facilities and ensuring compliance with drinking water standards. DWSRF loan programs vary from state to state.

**Emergency Response Plan (ERP)** — A written document that spells out the water or wastewater system's plan of action for responding to emergencies, disasters, and other unforeseen events. Updated ERPs should incorporate the results of the Vulnerability Assessment (VA) and must address terrorist or other intentional acts.

**Freedom of Information Act (FOIA)** — Federal law enacted in 1966 that establishes a presumption that records in the possession of the U.S. Government's executive branch are accessible to the people. The FOIA sets standards for determining which records must be disclosed and which records may be withheld, and recognizes the legitimate need to restrict disclosure of some information. All states and some localities have passed FOIA laws that allow people to request access to records.

**Incident Commander** — The individual with overall responsibility for managing an emergency situation.

**Incident Command Structure (ICS)** — A management tool for controlling and coordinating the emergency response to a public crisis. Water and wastewater systems need to integrate their own emergency plans with the community's ICS.

**Local Emergency Planning Committees (LEPC)** — Committees that usually represent a single or multi-county area and are responsible for developing an ERP for their locality and reviewing it annually. LEPCs were established under the Emergency and Community Right-to-Know Act.

## Glossary (Continued)

**Public Health Security and Bioterrorism Preparedness and Response Act of 2002 (Bioterrorism Act)** — The federal legislation that aims to improve the U.S.'s ability to prevent, prepare for, and respond to bioterrorism and other public health emergencies. The Bioterrorism Act requires water systems serving populations over 3,300 to increase security by completing VAs and developing or updating ERPs. The Bioterrorism Act amends the Safe Drinking Water Act.

**Recovery** — Actions that are designed to bring a water or wastewater system back into operation after an emergency.

**Remediation** — Long-term activities that are necessary to restore a water or wastewater system to its former-or better-condition.

**Response** — Actions that are taken immediately following awareness of an emergency incident. Responses are planned ahead of time and provide specific details about what actions will take place, who is responsible for carrying them out, and how they will be carried out.

**Safe Drinking Water Act (SDWA)** — The federal legislation that defines a public water system, sets the standards for state regulation of public water systems, and authorizes funding for certain water systems. The legislation was enacted in 1974 and last amended in 2002.

**Security** — The degree to which a water or wastewater system is protected against external and internal threats to the system; measures taken to guard against such threats.

**Security breach** — An internal or external incident, accident, or other event (intentional or unintentional) that poses a threat to a water or wastewater system's security.

**Security Plan** — A written document explaining the business practices, system upgrades, and security improvements the water or wastewater system will implement to address identified vulnerabilities and secure the system. The security plan identifies responsible personnel, the implementation schedule, and the projected costs.

**Vulnerability Assessment (VA)** — An analysis of all water or wastewater system components that identifies the types of problems and threats that could occur; which system components are most vulnerable to these problems; current security measures in place and how effective they are; and measures for securing the system and reducing its vulnerabilities. (VAs of water systems serving >3,300 were required by the Bioterrorism Act.)

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