



# **Getting Started:**

## **Mutual Aid Agreement, Application Form, Member Profile**

Visit  
isawwa.org

The ILWARN  
page can be  
found under  
the  
Resources  
tab

## ILWARN

Resources » ILWARN

[Edit This Page](#)

### What is ILWARN?

ILWARN is a utility-to-utility network that helps water and wastewater utilities recover from disasters by getting resources – personnel and equipment – when and where they are needed. ILWARN is available to all public and private water and wastewater utilities in Illinois. There is no cost to become a member, however a standard mutual aid agreement must be signed before requesting assistance.

Through the ILWARN website a member can request emergency equipment (pumps, generators, chlorinators, evacuators, etc.) and trained personnel (such as treatment plant operators) that they might need in an emergency. There is no obligation to respond to an emergency. Utilities respond at their choice if they can, for as long as they can.



#### ILWARN Operational Plan Form

Downloadable PDF of ILWARN Membership application.

#### ILWARN Mutual Aid Agreement (MAA) Form

Downloadable PDF of ILWARN Mutual Aid Agreement.

#### JOINING THE MUTUAL AID NETWORK

To join the ILWARN network, you must first complete the online membership application, mutual aid agreement, and operational plan, all of which have links that can be found on this page.

[COMPLETE YOUR ILWARN APPLICATION HERE](#)

For questions and more information, please email [ILWARN](#).

### Related Pages

ILWARN

ILWARN  
COMMITTEE

WARN

# Download and complete the Mutual Aid Agreement (MAA)

## **ILWARN Operational Plan Form**

Downloadable PDF of ILWARN Membership application.

## **ILWARN Mutual Aid Agreement (MAA) Form**

Downloadable PDF of ILWARN Mutual Aid Agreement.

## **JOINING THE MUTUAL AID NETWORK**

To join the ILWARN network, you must first complete the online membership application, mutual aid agreement, and operational plan, all of which have links that can be found on this page.

**COMPLETE YOUR ILWARN APPLICATION HERE**

For questions and more information, please email **ILWARN**.

# Complete the application form

## ILWARN Operational Plan Form

Downloadable PDF of ILWARN Membership application.

## ILWARN Mutual Aid Agreement (MAA) Form

Downloadable PDF of ILWARN Mutual Aid Agreement.

## JOINING THE MUTUAL AID NETWORK

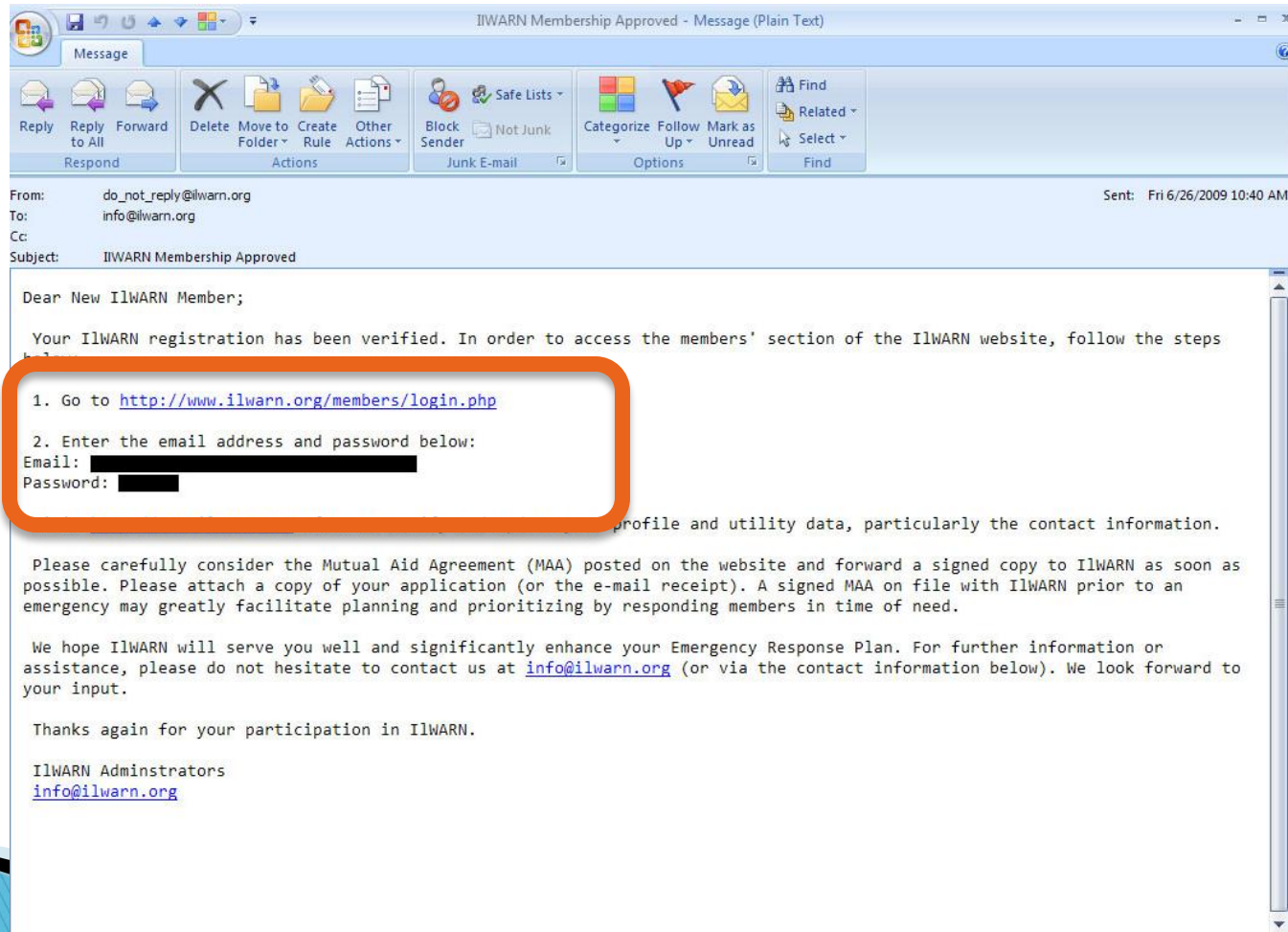
To join the ILWARN network, you must first complete the online membership application, mutual aid agreement, and operational plan, all of which have links that can be found on this page.

[COMPLETE YOUR ILWARN APPLICATION HERE](#)

For questions and more information, please email ILWARN.

The primary contact listed will receive email notifications of emergencies.

# You will receive an email confirming your application has been accepted. ILWARN login information will be provided.



# Login at [ilwarn.org](http://ilwarn.org)

- Home
- About ILWARN
- News & Events
- Member Login**
- Join ILWARN
- Resources
- Related Links
- Member List (199 Members)
- Contact Us

## Member Login

User Name:

Password:

☐ Remember me next time.

Login

[Forgot your password?](#)

# Go to My Profile to edit your utility information.

## ILWARN Member Information Center

### **Emergencies** [Add](#) | [View All](#)

**Member Emergencies**  
None

**My Emergencies**  
None

### **Member Bulletin**

**Safety Summit 2021**  
Welcome to the new website

### Organization Details

[Edit](#)

**System:** ILWARN  
**Member:** [ILWARN](#)  
**Type:** Non-Utility  
**ILWARN Region:** Region Six  
**County:** Sangamon  
**Watershed:**

**Water Connections:**  
**Water Population:**  
**Water MGD:**  
**Wastewater Connections:**  
**Wastewater Population:**  
**Wastewater MGD:**

### Organization Address

[Edit](#)

401 N. 11th St.  
Springfield, IL 62702

Login to complete your  
utility profile and  
add additional contacts.

Enter as much information as possible.  
Click save when you are done.

**Organization Details**

System Name:	<input type="text" value="ILWARN"/>
Type:	<input type="text" value="Non-Utility"/>
ILWARN Region:	<input type="text" value="Region Six"/>
County:	<input type="text" value="Sangamon"/>
Watershed:	<input type="text"/>
Water Connections:	<input type="text"/>
Water Population:	<input type="text"/>
Water MGD:	<input type="text"/>
Wastewater Connections:	<input type="text"/>
Wastewater Population:	<input type="text"/>
Wastewater MGD:	<input type="text"/>



# Your system details will now be updated.

Organization Details		<a href="#">Edit</a>
System: ILWARN	Water Connections:	
Member: <a href="#">ILWARN</a>	Water Population:	
Type: Non-Utility	Water MGD:	
ILWARN Region: Region Six	Wastewater Connections:	
County: Sangamon	Wastewater Population:	
Watershed:	Wastewater MGD:	

Organization Address		<a href="#">Edit</a>
401 N. 11th St. Springfield, IL 62702		

Organization Contacts		<a href="#">Contact</a>	<a href="#">Add</a>
Josh Stewart Primary josh.stewart@cwlp.com 217-637-333...		<a href="#">Edit</a>	<a href="#">Delete</a>

Organization Resources		<a href="#">Add/Edit</a>
<a href="#">Click here to create a new resource.</a>		

This information will be used to contact you in an emergency.

You can add secondary contacts by clicking on the Add link.

# You can keep a resource inventory for your system for planning purposes.

Organization Details		<a href="#">Edit</a>
System: ILWARN	Water Connections:	
Member: <a href="#">ILWARN</a>	Water Population:	
Type: Non-Utility	Water MGD:	
ILWARN Region: Region Six	Wastewater Connections:	
County: Sangamon	Wastewater Population:	
Watershed:	Wastewater MGD:	

Organization Address	<a href="#">Edit</a>
401 N. 11th St. Springfield, IL 62702	

Organization Contacts	<a href="#">Contact</a>   <a href="#">Add</a>
Josh Stewart Primary josh.stewart@cwlp.com 217-637-333...	<a href="#">Edit</a>   <a href="#">Delete</a>

Organization Resources	<a href="#">Add/Edit</a>
<a href="#">Click here to create a new resource.</a>	

Click the Add/Edit link to add resources.



# ILWARN

Illinois Water / Wastewater  
Agency Response Network

## **How-To Request or Respond to an Emergency Assistance Request Via website**

**Select  
Emergencies  
from the  
sidebar**

**Emergencies**

Resources

Membership

My Profile

Site Support Center

Home

Logout

#### Contact Us

**ILWARN Administration**

[Contact Us](#)

**ISAWWA**

545 S. Randall Road

St. Charles, IL 60174

Phone: (866) 521-3595

## ILWARN Member Information Center

### Other System's Open Emergencies

[View Closed Emergencies](#)

No Emergencies

### My Open Emergencies

[Add](#) | [View Closed Emergencies](#)

No Emergencies

Emergencies

Resources

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## Contact Us

### ILWARN Administration

[Contact Us](#)

### ISAWWA

545 S. Randall Road

St. Charles, IL 60174

Phone: (866) 521-3595

# ILWARN Member Information Center

## Other System's Open Emergencies

[View Closed Emergencies](#)

No Emergencies

## My Open Emergencies

[Add | View Closed Emergencies](#)

No Emergencies

To add a new request, click on add under My Open Emergencies.

A utility must have a signed MAA on file to make or respond to an emergency request.

Begin filling out the emergency request form

Include your municipality and a description of the emergency in your title.

Include as much information in the request form as possible to help facilitate an appropriate response.

## Add/Edit Emergency

Title:

### Emergency Notification Form

Incident Name:

\*Date/Time:

\*Utility Name:

Type: ☐ Water ☐ Wastewater

City and County:

General Phone #:

Authorized Rep Name:

Title:

\*Email:

\*Cell Number:

Agencies Responding: ☐ Law Enforcement ☐ Fire ☐ Public Works

☐ Other

\*General Loc/Address of Emergency:

Emergency Latitude:

Emergency Longitude:

\*Has Emergency Been Declared?: ☐ Yes ☒ No

if no, is there a high probability it will?: ☐ Yes ☐ No ☐ Maybe

\*Traffic Control Available?: ☒ Yes ☐ No

\*Hazardous Conditions Present?: ☒ Yes ☐ No

\*PPE Required?: ☒ Yes ☐ No

If PPE Required, What kind?:

Describe the damage in detail.

Include contact information for on-site personnel

Damage (check all that apply)	
<input type="checkbox"/> Storage Tank (W or WW)	<input type="checkbox"/> Wastewater System Failure
<input type="checkbox"/> Wastewater Collection System	<input type="checkbox"/> Water System Failure
<input type="checkbox"/> Water Supply Contaminated	<input checked="" type="checkbox"/> Water Distribution System
<input type="checkbox"/> Line Break	<input type="checkbox"/> Pump Failure
<input type="checkbox"/> Other	<input type="text"/>
Describe Damage Detail:	<div>multiple main breaks throughout the system.</div>
# of Customers Affected:	<input type="text" value="1500"/>
*Power Sources (check all that apply)	
<input checked="" type="checkbox"/> Utility Power is operational	<input type="checkbox"/> Utility Power is out <input type="checkbox"/> Generator power
*Damage Area	
<input checked="" type="checkbox"/> Accessible	<input type="checkbox"/> Under water <input type="checkbox"/> Inaccessible due to debris
Communications Operating	
<input type="checkbox"/> Landline	<input type="checkbox"/> Cell <input type="checkbox"/> Satellite <input type="checkbox"/> Radio (what band)
*Staging Area Reporting	
Location if different than emergency address:	<input type="text" value="n/a"/>
Contact at Reporting Site Staging Area	
*Name:	<input type="text" value="Josh Stewart"/>
Title:	<input type="text"/>
*Cell Number:	<input type="text" value="217-555-2424"/>
Other Communications:	<input type="text"/>
Form Completed By	
*Name:	<input type="text" value="Josh Stewart"/>
Title:	<input type="text"/>
Phone Number:	<input type="text"/>
*Cell Number:	<input type="text" value="217-555-2424"/>
Comments:	



Add resources needed from the pull down menu and input quantity

Update message that will be sent through text to member utilities

Select the type of notification

To send to all members, use the zip code radius and select All.

Resource needed: Wtr Dist Sys Flush/ Flow Test, Sample/Field Anlys Type II

Quantity: 1

Additional information to include: time frame resource is needed, volt or amp specifications, cables needed, any specific detail or instructions:

Need additional team to flush and sample.

Add

Mouse over "Additional Info" to see the details.

Resources			
Wtr Dist Sys Dmg Assmnt & Rpr Type II	Additional Info	2	<a href="#">Delete</a>
Wtr Dist Sys Flush/ Flow Test, Sample/Field Anlys Type II	Additional Info	1	<a href="#">Delete</a>

Cell Phone Texting Message

Extreme cold weather has caused multiple main breaks in Example Utility's system. They are requesting water distribution damage assessment and repair teams and additional personnel to flush and sample.

Josh Stewart  
217-555-2424

Send email notification: ☒ Yes ☐ No

Send text notification: ☒ Yes ☐ No

Send emergency to contacts within selected systems:  
**To select multiple systems, hold down the control button.**

American Water - SAFB  
Annawan Water/Sewer Department  
Aqua Illinois - Kankakee  
Baxter & Woodman, Inc.  
Benson Chestnut Water District

Or select a radius

Send emergency to members within All of zip code 62702

Send Cancel



Once the form is completed, click on send to submit.

Notification emails and text messages will be sent to members including a link to the emergency.

Resource needed:

Quantity:

Additional information to include: time frame resource is needed, volt or amp specifications, cables needed, any specific detail or instructions:

Need additional team to flush and sample.

Add

Mouse over "Additional Info" to see the details.

Resources			
Wtr Dist Sys Dmg Assmnt & Rpr Type II	Additional Info	2	<a href="#">Delete</a>
Wtr Dist Sys Flush/ Flow Test, Sample/Field Anyls Type II	Additional Info	1	<a href="#">Delete</a>

Cell Phone Texting Message

Extreme cold weather has caused multiple main breaks in Example Utility's system. They are requesting water distribution damage assessment and repair teams and additional personnel to flush and sample.

Josh Stewart  
217-555-2424

Send email notification: ☒ Yes ☐ No

Send text notification: ☒ Yes ☐ No

Send emergency to contacts within selected systems:

To select multiple systems, hold down the control button.

American Water - SAFB  
Annawan Water/Sewer Department  
Aqua Illinois - Kankakee  
Baxter & Woodman, Inc.  
Beason-Chestnut Water District

Or select a radius

Send emergency to members within  of zip code

Send

Cancel

## ILWARN Member Information Center

When members login to the website they will now be able to see your emergency and open it for details and what resources are needed.

Click on View to see more details.

### Other System's Open Emergencies

[View Closed Emergencies](#)

#### Safety Summit Training - not an emergency

##### ILWARN

Updated: 14 min ago

Created: 6/01/21

##### Resources

Accepted: 0

Needed: 3

Offered: 0

[View](#)

Member utilities should review the emergency details and determine whether they are able to respond.

## View Emergency

[Back to Emergencies](#)

### Safety Summit Training - not an emergency

Created by: Josh Stewart - [ILWARN](#)

Created on: 6/1/2021 3:45 PM

#### Emergency Notification Form (click to expand/contract)

IncidentName:	Example Emergency (not an actual emergency)
Date/Time:	6/1/2021
Utility Name:	ILWARN
Type:	
<input type="checkbox"/> Water <input type="checkbox"/> Wastewater	
City and County:	
General Phone #:	
Authorized Rep Name:	
Title:	
Email:	josh.stewart@cwlp.com
Cell Number:	217-555-2424
Agencies Responding:	
<input type="checkbox"/> Law Enforcement <input type="checkbox"/> Fire <input type="checkbox"/> Public Works	
<input type="checkbox"/> Other	
General Loc/Address of Emergency:	n/a
Emergency Latitude:	
Emergency Longitude:	
Has Emergency Been Declared?:	No
If no, is there a high probability it will?:	
Traffic Control Available?:	Yes
Hazardous Conditions Present?:	Yes
PPE Required?:	Yes
If PPE Required, What Kind?:	
Damage:	

[Click Here to Offer Assistance](#)

Mouse over the resource name to see the details.

Resources	Est. Time of Arrival	Needed	Offered	Accepted
Wtr Dist Sys Dmg Assmnt & Rpr Type II	--	2	0	0
Wtr Dist Sys Flush/ Flow Test, Sample/Field Anyls Type II	--	1	0	0

Emergency Forum	Creator	Last Posted
<a href="#">Create New Conversation</a>		

The resources requested are shown including how many are needed, how many are offered and how many are accepted.

Click on the link above to offer a resource.

To offer assistance, first select the resource you want to offer.

## Offer Assistance

### Safety Summit Training - not an emergency

Created by: Josh Stewart - [ILWARN](#)

Created on: 6/1/2021 3:45 PM

To offer assistance, please click the resource link below.

Resources	Needed	Offered	Accepted
<a href="#">Wtr Dist Sys Dmg Assmnt &amp; Rpr Type II</a>	2	0	0
<a href="#">Wtr Dist Sys Flush/ Flow Test, Sample/Field Anyls Type II</a>	1	0	0

### My Offer

Qty Est. Time of Arrival

No resources have been offered.

### Responding Utility Authorization & Contact Form

Utility Name:

Address:

Current Date:

Current Time:

Type:

Water ☐ Wastewater ☐ Both ☐

General Phone Number:

Authorized Rep Name:

Authorized Rep Title:

Authorized Rep Email:

Authorized Rep Cell:

Crew Leader Name:

Crew Leader Cell:

Crew Member  
Names/Cells:

Fill out the quantity and estimated time of arrival.

Complete the contact information and other details listed in the form.

To offer assistance, please click the resource link below.

Resources	Needed	Offered	Accepted
<a href="#">Wtr Dist Sys Dmg Assmnt &amp; Rpr Type II</a>	2	0	0
<a href="#">Wtr Dist Sys Flush/ Flow Test, Sample/Field Anlys Type II</a>	1	0	0

My Offer	Qty	Est. Time of Arrival
Wtr Dist Sys Dmg Assmnt & Rpr Type II	<input type="text" value="1"/>	<input type="text" value="06/02/21"/> <input type="text" value="1"/> <input type="text" value=":00"/> <input type="text" value="PM"/>

Responding Utility Authorization & Contact Form	
Utility Name:	<input type="text" value="Neighbor Utility"/>
Address:	<input type="text"/>
Current Date:	<input type="text" value="6/2/21"/>
Current Time:	<input type="text" value="9:30 am"/>
Type:	Water <input checked="" type="radio"/> Wastewater <input type="radio"/> Both <input type="radio"/>
General Phone Number:	<input type="text" value="217-555-4242"/>
Authorized Rep Name:	<input type="text" value="Joe Superintendent"/>
Authorized Rep Title:	<input type="text"/>
Authorized Rep Email:	<input type="text" value="joe@xxxxx.com"/>
Authorized Rep Cell:	<input type="text" value="xxx-xxx-xxxx"/>
Crew Leader Name:	<input type="text" value="Bob Foreman"/>
Crew Leader Cell:	<input type="text" value="xxx-xxx-xxxx"/>
Crew Member Names/Cells:	<input type="text"/>
Anticipated Arrival Time:	<input type="text" value="1pm"/>
Equipment List Being Deployed:	<input type="text" value="3 person crew - foreman, laborer and operator. Work truck, dump truck and backhoe."/>

Once the form is filled out,  
click on Offer Assistance.

Anticipated Arrival Time: 1pm

Equipment List Being Deployed: 3 person crew - foreman, laborer and operator. Work truck, dump truck and backhoe.

Please use the comment box to provide any pertinent information:

[Click Here to Offer Assistance](#)

Mouse over the resource name to see the details.

Resources	Est. Time of Arrival	Needed	Offered	Accepted
<input type="checkbox"/> Wtr Dist Sys Dmg Assmnt & Rpr Type II	--	2	1	0
<a href="#">ILWARN</a>	6/2/21 2:00 PM	--	1	0
Wtr Dist Sys Flush/ Flow Test, Sample/Field Anyls Type II	--	1	0	0

Emergency Forum	Creator	Last Posted
<a href="#">Create New Conversation</a>		

The emergency page will update as resources are offered and accepted.



[Click Here to Offer Assistance](#)

Mouse over the resource name to see the details.

Resources	Est. Time of Arrival	Needed	Offered	Accepted
<input type="checkbox"/> Wtr Dist Sys Dmg Assmnt & Rpr Type II	--	2	1	0
<a href="#">ILWARN</a>	6/2/21 2:00 PM	--	1	0
Wtr Dist Sys Flush/ Flow Test, Sample/Field Anyls Type II	--	1	0	0

Emergency Forum	Creator	Last Posted
<a href="#">Create New Conversation</a>		

The requesting utility can click on the blue link to accept a resource.

Change the quantity  
under accepted to mark  
the resource accepted.

## Manage Assistance Offer

### Safety Summit Training - not an emergency

Offered by: Josh Stewart - [ILWARN](#)

Offered on: 6/2/2021 9:40 AM

Instructions: Please use this form to respond to the assistance offer by marking any accepted resources.

Resources	Est. Time of Arrival	Offered	Accepted
Wtr Dist Sys Dmg Assmnt & Rpr Type II	6/2/21 2:00 PM	1	<input type="text" value="0"/>

### Responding Utility Authorization & Contact Form

Utility Name: Neighbor Utility

Address:

Current Date: 6/2/21 Current Time: 9:30 am

Type: Water

General Phone Number: 217-555-4242

Authorized Rep Name: Joe Superintendent

Authorized Rep Title:

Authorized Rep Email: joe@xxxxx.com

Authorized Rep Cell: xxx-xxx-xxxx

Crew Leader Name: Bob Foreman

Crew Leader Cell: xxx-xxx-xxxx

Crew Member  
Names/Cells:

Anticipated Arrival  
Time: 1pm

Equipment List Being  
Deployed: 3 person crew - foreman, laborer and operator. Work  
truck, dump truck and backhoe.

Add any pertinent information for the other utility in the comment box and click on the Notify button at the bottom of the page.

Resources	Est. Time of Arrival	Offered	Accepted
Wtr Dist Sys Dmg Assmnt & Rpr Type II	6/2/21 2:00 PM	1	<input type="text" value="1"/>

#### Responding Utility Authorization & Contact Form

Utility Name: Neighbor Utility

Address:

Current Date: 6/2/21 Current Time: 9:30 am

Type: Water

General Phone Number: 217-555-4242

Authorized Rep Name: Joe Superintendent

Authorized Rep Title:

Authorized Rep Email: joe@xxxxx.com

Authorized Rep Cell: xxx-xxx-xxxx

Crew Leader Name: Bob Foreman

Crew Leader Cell: xxx-xxx-xxxx

Crew Member Names/Cells:

Anticipated Arrival Time: 1pm

Equipment List Being Deployed: 3 person crew - foreman, laborer and operator. Work truck, dump truck and backhoe.

Please use the comment box to provide any pertinent information:

[Click Here to Offer Assistance](#)

Mouse over the resource name to see the details.

Resources	Est. Time of Arrival	Needed	Offered	Accepted
<input type="checkbox"/> Wtr Dist Sys Dmg Assmnt & Rpr Type II	--	2	1	1
<a href="#">ILWARN</a>	6/2/21 2:00 PM	--	1	1
Wtr Dist Sys Flush/ Flow Test, Sample/Field Anyls Type II	--	1	0	0

Emergency Forum	Creator	Last Posted
<a href="#">Create New Conversation</a>		

The emergency page will be updated with the accepted resource.

[Click Here to Offer Assistance](#)

Mouse over the resource name to see the details.

Resources	Est. Time of Arrival	Needed	Offered	Accepted
<input type="checkbox"/> Wtr Dist Sys Dmg Assmnt & Rpr Type II	--	2	1	1
<a href="#">ILWARN</a>	6/2/21 2:00 PM	--	1	1
Wtr Dist Sys Flush/ Flow Test, Sample/Field Anyls Type II	--	1	0	0

Emergency Forum	Creator	Last Posted
<a href="#">Create New Conversation</a>		

The emergency forum can be used by any utilities to discuss logistics for this emergency. Click on the link to create a new conversation.

**Emergency Forum**

Begin a new conversation for: Safety Summit Training - not an emergency

Title:

Message:

Use this forum to discuss any details or questions that may not have been addressed in the emergency request form.

☒ Subscribe to this emergency forum to receive email updates

Fill out the message and click create conversation to post.

You can check the subscribe box to get email updates when anyone posts to this emergency forum.

[Click Here to Offer Assistance](#)

Mouse over the resource name to see the details.

Resources	Est. Time of Arrival	Needed	Offered	Accepted
<input type="checkbox"/> Wtr Dist Sys Dmg Assmnt & Rpr Type II	--	2	1	1
<a href="#">ILWARN</a>	6/2/21 2:00 PM	--	1	1
Wtr Dist Sys Flush/ Flow Test, Sample/Field Anyls Type II	--	1	0	0

[New Conversation](#)

Emergency Forum	Creator	Last Posted
<a href="#">Emergency Discussion</a>	Josh Stewart	6/2/2021 11:03 AM By Josh Stewart

The conversation will be updated for other members to view on the emergency page.

**My Open Emergencies**[Add](#) | [View Closed Emergencies](#)

**Safety Summit Training - not an emergency**  
**ILWARN**

Updated: 18 hr 23 min ago  
Created: 6/01/21

**Resources**  
Accepted: 3  
Needed: 3  
Offered: 3

[Edit](#) [View](#)

Once the emergency is over, you can click on the Edit link to close the emergency.



**Edit Emergency**[Close Emergency](#)

Title:  Status: Open

**Emergency Notification Form**

Incident Name:

\*Date/Time:

\*Utility Name:

Type:

☐ Water ☐ Wastewater

City and County:

General Phone #:

Authorized Rep Name:

Title:

Click on the Close Emergency link at the top.

# Questions?

**Email**

**[info@ilwarn.org](mailto:info@ilwarn.org)**

**Josh Stewart  
CWLP  
217-789-2323**

**[www.ILWARN.org](http://www.ILWARN.org)**

