



## ODOR CONTROL UPSET/MALFUNCTIONS REPORTING FORM

### Introduction

All **odor control malfunctions** shall be reported to the Department of Environmental Health *by the end of the next business day after the discovery of the occurrence*, as specified in Rules Governing Nuisance Odors, adopted by the City and County of Denver Board of Environmental Health and promulgated by the Manager of the Department of Environmental Health in accordance with the authority in Article II, Part 12, of the City and County of Denver Charter and in Chapter 4, Article II of the Denver Revised Municipal Code (“D.R.M.C.”).

### Reporting Information

*Equipment or Upset Condition(s):*

Malfunction Started:                      Date:                                      Time:

Malfunction Ended (if applicable): Date:                                      Time:

Total Time of Malfunction (Please specify unit from dropdown – minute/hour/day(s)):                      day(s)

Description of Odor Control Malfunction Event:

The Department of Environmental Health Environmental Quality Division has established three ways to notify the Department of an Odor Control Malfunction Event:

1. Email the form to the Division at [EQcomments@denvergov.org](mailto:EQcomments@denvergov.org) by the end of the next business day after the discovery of the occurrence. (Note: The form must be saved to the desktop, filled out and emailed as an attachment.);  
OR
2. Notify the Division by calling 311 by the end of the next business day after the discovery of the occurrence, followed by mailing this form to:  
Department of Environmental Health Environmental Quality Division  
200 W. 14th Ave., Suite 310, Denver CO 80204