



Date: \_\_\_\_\_

Project Address: \_\_\_\_\_

**Re: Site Servicing Documents Enclosed**

The enclosed documents are required for on-site servicing inspectors.

- Water Meter Installation Report;
- Chlorination Report for Water Supply Systems; and
- Contractor's Material and Test Report for Undergrounds Piping (NFPA 13 document for Fire Services).

***Include laboratory reports for domestic water supply sample testing; Analytical Report (Bug Test) required confirming potability.***

Please complete all protocols and return to the Area Plumbing Inspector or mail to:

The City of Surrey  
Plumbing Inspection Section  
Attention: \_\_\_\_\_  
13450 – 104 Avenue  
Surrey, B.C. V3X 3A2



# Commercial | Industrial | Multi-Family (CIM) Water Meter Installation Report

**\*\*A water meter must be installed and a plumbing inspection completed before using any water\*\***

Contractor Name: \_\_\_\_\_ Contact Person: \_\_\_\_\_

Phone: \_\_\_\_\_ Mobile: \_\_\_\_\_ Meter Install MM/DD/YY: \_\_\_\_\_

Site Address: \_\_\_\_\_

➤ Construction Type:  Commercial  Industrial  Multi-Family  Bare Land Strata

### Domestic Water Meter Details

1.  **Positive Displacement**, indicate meter size →  3/4"  1"  1 1/2"  2"  
 **Omni C2**, indicate meter size →  1 1/2"  2"  3"  4"  6"  8"
2. **Is there a by-pass?**  No  Yes → If yes, **is by-pass valve closed and sealed?**  Yes  No
3. Manufacturer/Brand:  Sensus  Neptune  Elster
4. Body Serial No: \_\_\_\_\_ Model: \_\_\_\_\_
5. Meter is located:  At property line  In building
6. Describe location: (eg SE corner of Bldg, Mechanical Room in parkade) \_\_\_\_\_
7. **Electronic Register Serial No.:** **A** \_\_\_\_\_ Read: \_\_\_\_\_
8. Vault size for property line install: \_\_\_\_\_ Vault access:  Manhole  Hinged cover
9. Touch pad is located on/at: \_\_\_\_\_
10. Remote wiring is connected:  Yes  No Receptacle is mounted:  Yes  No

### Fire Line Water Use Double Check Detector Assembly (DCDA):

1.  **Positive displacement**  **DCDA bypass**
2. Indicate by-pass meter size:  3/4"  1"  1 1/2"  2"  3"  4"  6"  8"
3. Manufacturer/Brand:  Sensus  Neptune  Elster
4. Body Serial No: \_\_\_\_\_ Model: \_\_\_\_\_
5. Meter is located:  At property line  In building
6. Describe location: (eg SE corner of Bldg, Mechanical Room in parkade) \_\_\_\_\_
7. **Electronic Register Serial No.:** **A** \_\_\_\_\_ Read: \_\_\_\_\_
8. Vault size for property line install: \_\_\_\_\_ Vault access:  Manhole  Hinged cover
9. Touch pad is located: \_\_\_\_\_
10. Remote wiring is connected:  Yes  No Receptacle is mounted:  Yes  No

**Form completed by (print name):** \_\_\_\_\_

**Date:** \_\_\_\_\_

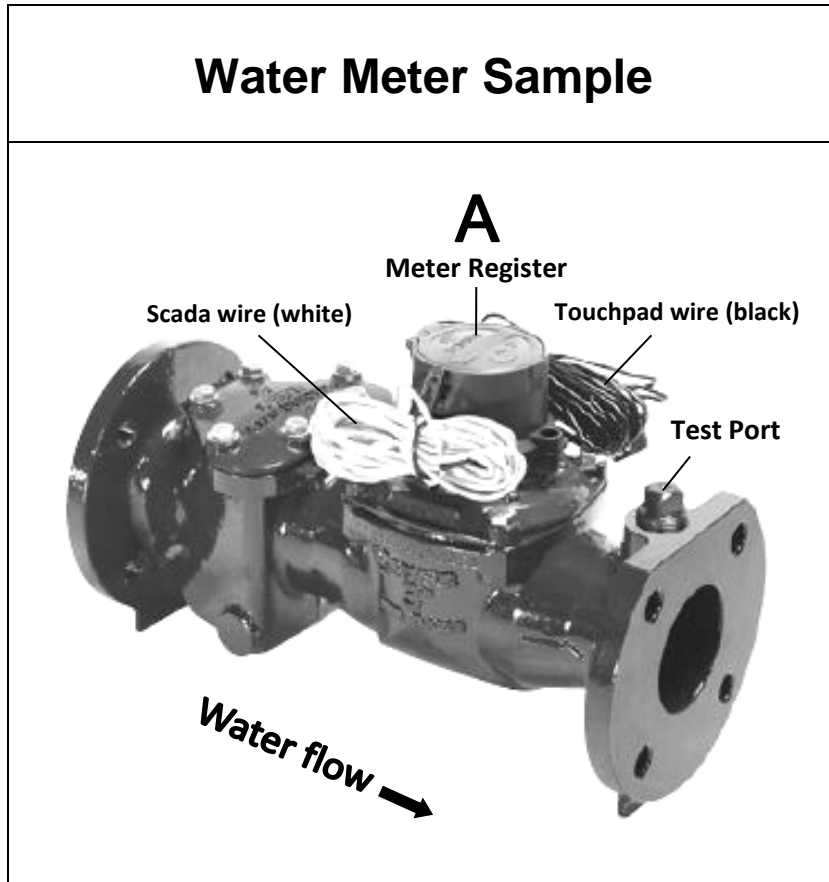
### Plumbing Inspector's Approval of Water Meter Installation (for office use only)

Meter operational?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Register no. from probe: DOMESTIC: <b>A</b> _____
		Register no. from probe: DCDA: <b>A</b> _____
Meter reading at inspection:	Domestic: _____ DCDA: _____	Confirmed meter location? <input type="checkbox"/> Yes
Inspected by:	_____	Inspection date: _____
<b>Copy of the approved form must be forwarded to the Property and Payment Services Section</b> <input type="checkbox"/> <b>Completed</b>		

# SURREY WATER METER

Surrey's Water Meter Design Criteria Manual and Supplementary Specification can be found online at [www.surrey.ca/meterdesigncriteria](http://www.surrey.ca/meterdesigncriteria)

## Water Meter Sample



To book a plumbing inspection, please call (604) 591-4245.

## INSPECTION CHECKLIST

A new water meter **MUST**:

- have the touchpad wire (black) connected to the touchpad,
- be mounted to a meter lid or wall, and
- function when reading probe is contacted with the touchpad(s)

This property has met the above conditions. \_\_\_\_\_

Signed by Plumbing Inspector

Copy of the approved form must be forwarded to the Property and Payment Services Section

Completed



# Chlorination Report for Water Supply Systems

PROJECT NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

NAME OF TESTER: \_\_\_\_\_ Phone No. \_\_\_\_\_

BUSINESS ADDRESS: \_\_\_\_\_

DATE OF TEST: \_\_\_\_\_

REMARKS OF TESTER: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

SIGNATURE OF TESTER: \_\_\_\_\_

I CERTIFY THAT I HAVE DISINFECTED THE WATER SUPPLY SYSTEM TO A.W.W.A. STANDARDS

ALL NEWLY INSTALLED WATER MAINS AND FIRE LINES 2" DIAMETER OR GREATER LOCATED ON PRIVATE PROPERTY SHALL BE THOROUGHLY CLEANED AND DISINFECTED TO A.W.W.A. STANDARDS TO ENSURE FREEDOM FROM CONTAMINATION BEFORE THE SYSTEM IS PUT INTO OPERATION.

DISINFECTION SHOULD BE ACCOMPLISHED BY EXPERIENCED WORKMEN.

## Contractor's Material and Test Certificate for Underground Piping

### PROCEDURE

Upon completion of work, inspection and tests shall be made by the contractor's representative and witnessed by an owner's representative. All defects shall be corrected and system left in service before contractor's personnel finally leave the job.

A certificate shall be filled out and signed by both representatives. Copies shall be prepared for approving authorities, owners, and contractor. It is understood the owner's representative signature in no way prejudices any claim against contractor for faulty material, poor workmanship or failure to comply with approving authority's requirements or local ordinances.

PROPERTY NAME

DATE

PROPERTY ADDRESS

PLANS	ACCEPTED BY APPROVING AUTHORITIES (NAMES)	
	ADDRESS	
	INSTALLATION CONFORMS TO ACCEPTED PLANS	<input type="checkbox"/> YES <input type="checkbox"/> NO
	EQUIPMENT USED IS APPROVED	<input type="checkbox"/> YES <input type="checkbox"/> NO
	IF NO, STATE DEVIATIONS	
INSTRUCTIONS	HAS PERSON IN CHARGE OF FIRE EQUIPMENT BEEN INSTRUCTED AS TO LOCATION OF CONTROL VALVES AND CARE AND MAINTENANCE OF THIS NEW EQUIPMENT? IF NO, EXPLAIN	<input type="checkbox"/> YES <input type="checkbox"/> NO
	HAVE COPIES OF APPROPRIATE INSTRUCTIONS AND CARE AND MAINTENANCE CHARTS BEEN LEFT ON PREMISES? IF NO, STATE DEVIATIONS	<input type="checkbox"/> YES <input type="checkbox"/> NO
LOCATION	SUPPLIES BUILDINGS	
UNDERGROUND PIPES AND JOINTS	PIPE TYPES AND CLASS	TYPE JOINT
	PIPE CONFORMS TO _____ STANDARD	<input type="checkbox"/> YES <input type="checkbox"/> NO
	FITTINGS CONFORM TO _____ STANDARD	<input type="checkbox"/> YES <input type="checkbox"/> NO
	IF NO, EXPLAIN	
	JOINTS NEEDING ANCHORAGE CLAMPED, STRAPPED OR BLOCKED IN ACCORDANCE WITH _____ STANDARD	<input type="checkbox"/> YES <input type="checkbox"/> NO
	IF NO, EXPLAIN	
TEST DESCRIPTION	<p><b>FLUSHING:</b> Flow the required rate until water is clear as indicated by no collection of foreign material in burlap bags at outlets such as hydrants and blow-off's. Flush at flows not less than 390 GPM (1476 L/min) for 4-inch pipe, 880 GPM (3331 L/min) for 6-inch pipe, 1560 GPM (5905 L/min) for 8-inch pipe, 2440 GPM (9235 L/min) for 10-inch pipe and 3520 GPM (13323 L/min) for 12-inch pipe. When supply cannot produce stipulated flow rates, obtain maximum available.</p> <p><b>HYDROSTATIC:</b> Hydrostatic tests shall be made at not less than 200 psi (13.8 bars) for two hours or 50 psi (3.4 bars) above static pressure in excess of 150 psi (10.3 bars) for two hours.</p> <p><b>LEAKAGE:</b> New pipe laid with rubber gasketed joints shall, if the workmanship is satisfactory, have little or no leakage at the joints. The amount of leakage at the joints shall not exceed 2 qts. per hr. (1.89 L/h) per 100 joints irrespective of pipe diameter. The leakage shall be distributed over all joints. If such leakage occurs at a few joints the installation shall be considered unsatisfactory and necessary repairs made. The amount of allowable leakage specified above may be increased by 1 fl oz per in. valve diameter per hr. (30 mL/25 mm/h) for each metal seated valve isolating the test section. If dry barrel hydrants are tested with the main valve open, so the hydrants are under pressure, an additional 5 oz per minute (150 mL/min) leakage is permitted for each hydrant.</p>	

