

F10241 - AC - On-Maintenance Inspection Guideline

Accreditation and Certification

Instructions:

- 1. The Major Connections Certifier is responsible of conducting the on-maintenance Inspection, (this form can be used as a guideline).
- The Major Connections Certifier must be in receipt of all relevant documentations as per the Unitywater Accreditation and Certification Manual;
- 3. The meeting **must** be attended by the following, in addition to the Major Connections Certifier:
 - a. Construction Certifier;
 - b. Contractor's Supervisor; and or
 - c. Sub-Contractor if not the Principal Contractor.
- 4. Before proceeding to the inspection of water meters, the Registered Major Connections Certifier must be in receipt of a completed Unitywater Water Meter Register and Property Conditions document. The Registered Major Connections Certifier must confirm each meter is correctly recorded against the lot it is installed to service.
- 5. The CCTV Inspection report has been reviewed and accepted by the Major Connection Certifier and the CCTV video survey has been undertaken within two (2) months of the On-Maintenance inspection.

6. Do not proceed with On-Mainte	enance Inspection unless all Inspection Prereq	uisites have been met (Table 2).			
Unitywater Connection Approval Ref No:		SP Plan:			
Development Estate Name / Street Name: Stage: Total Number of Lots:					
Construction Certifier Name / Accreditation No Phone No:					
On Maintenance Inspection Date:					

Table 1 - On Maintenance Inspection Attendance Record

Stakeholder Title	Name	Phone	Signature
Major Connections Certifier			
Construction Certifier			
Contractor's Supervisor			
Sub-Contractor (if relevant)			
Unitywater Officer (if attending)			

Inspection Guideline:

Compliant		int	Table 2 – On-Maintenance Inspection Prerequisite	
Yes	No	N/A		
			Survey Pegs are installed (survey pegs and not stake markers).	
			Water mains are pressurised to enable connection of water meters to be confirmed.	
			Copy of As-Constructed drawing submitted to Unitywater. (6.1.1.3 Pr10255)	
			Copy of completed Water Meter Register and Property Conditions submitted to Unitywater. (6.1.1 Pr10255)	
			Unitywater Office Use Compliant: Yes \(\square\$ No \(\)	
C	omplia	ınt	Table 3 – Water Reticulation Valves	
Yes	No	N/A		
			As constructed accurately represents physical assets inspected and relevant items below are compliant with Code or Approved plan/variation. (6.1.1.3 Pr10255)	
			Water main alignment meets Unitywater specifications. (5.4 WSA03)	
			Valve spindle grub screws are tight and that valve spindles are fixed to valves.	
			Top of valve spindles are 100mm to 225mm below valve box lid. (SEQ-WAT-1301-1)	
			Valve spindle is centrally located in box.	
			Only detectable tape shall be used. Detectable tape should be laid on top of the pipe embedment to form a continuous connection between valves and/or hydrants. Tape is to be accessible within valve shroud.	
			Valve body has been wrapped in manufacturer approved polythene blue sleeving (visible in valve box).	
			Shroud is 225mm in diameter and extends to the top of surround cover inside the valve box. (SEQ-WAT-1301-1)	
			Valve and valve box are void of mud and dirt (to bottom of shroud).	
			Valve box lids have been built to trafficable (pavement or constructed driveway) or non-trafficable specification as required per 8.10.4 WSA03	
			Valve box lid is the correct colour as per colour codes table. (SEQ-WAT-1300-1)	

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С	omplia	ınt	Table 3 – Water Reticulation Valves - Continued					
Yes	No	N/A	Table 3 – Water Reticulation Valves - Continued					
			Valve box is level with the FSL and poses no risk as a trip hazard. (8.10.4 WSA03)					
			Longest axes of valve boxes are aligned with the water main alignment. (SEQ-WAT-1301-1)					
			Valve brass kerb markers are installed flush with the face of kerb and painted as specified on SEQ-marker post constructed as per SEQ-SEW-1301-1.	WAT-1300-1	., or i	if there is n	no kerb	
П			Pavement marker, kerb marker and brass marker (or marker post where applicable) are all in line	with valve bo	ox lid	d. (SEQ-WA	T-1300-	1)
		_	Unity	water		•		
			Office	V	'es		No	П
			Сотр	liant:				
С	omplia	ınt	Table 4 – Hydrants					
Yes	No	N/A	· allow · · · · · · · · · · · · · · · · · · ·					
			As constructed accurately represents physical assets inspected and relevant items below are comp plan/variation. (6.1.1.3 Pr10255)	liant with Co	ode o	or Approve	d	
			Hydrant locations match SEQ Code requirements. (8.8 WSA03)					
			The water main alignment meets Unitywater requirements, measured by hydrant location offset f	rom bounda	ry. (9	9.1 & 8.8.9	WSA03)
			Hydrant brass kerb markers are installed flush with the face of kerb and painted as specified on SE marker post constructed as per SEQ-SEW-1301-1.	Q-WAT-1300	0-1, 0	or if there i	is no ker	·b
			Blue RRPMs are installed (100mm offset from centre of the road) and in line with the hydrant and	brass kerb n	narke	er. (SEQ-W	'AT-1300	0-1)
			Thermoplastic reflective directional arrow installed (Golden yellow - AS2700 Y14). (SEQ-WAT-1300)-1)				
			Blue RRPM, reflective directional arrow, kerb marker and brass marker (or marker post where app lid. (SEQ-WAT-1300-1)	licable) are a	all in	line with h	ıydrant k	box
			Hydrants and hydrant boxes are void of mud and dirt.					
			Hydrant risers are DN 100. (8.8.7 WSA03)					
			Marker tape should be laid on top of the pipe embedment to form a continuous connection betwee accessible in the hydrant shroud.	een valves an	ıd/oı	r hydrants.	Tape to	be
			Hydrant tee and riser body wrapped in manufacturer approved polythene blue sleeving (visible in	hydrant box).			
			Hydrant shroud is diameter 225mm and extends to the top of the surround cover inside hydrant b	ox. (SEQ-WA	AT-1 3	302-1)		
			Top of hydrant lugs/claws are 100mm to 225mm below hydrant box lid. (SEQ-WAT-1302-1)					
			Hydrant is centrally located in hydrant box.					
			Hydrant lugs/claws are aligned parallel with the main alignment. (SEQ-WAT-1302-1 E Note 10)					
			Temporary hydrant is installed with the hydrant boxes' long axes at 90deg to the water main align	ment (SEQ-\	WAT	-1302-1)		
			Temporary hydrants to be removed with live connection works are not identified with a marker of	any kind.				
			Hydrant box lids have been constructed to trafficable (pavement or constructed driveway) or non-per 8.8.9 WSA03.	trafficable s	pecif	fication as I	required	l as
			The hydrant box lid is the correct colour as specified in SEQ-WAT-1300-1.					
			Hydrant box is level with the FSL and poses no risk as a trip hazard. (8.8.9 WSA03)					
			Longest axes of hydrant boxes are aligned with the water main alignment. (SEQ-WAT-1302-1)					
			Hydrant box surrounds installed when hydrants are located in concrete pathway/constructed drive	eway or road	d pav	ement. (8.	.8.9 WS <i>F</i>	403)
			·	water				
				ce Use oliant:	'es		No	
			Comp	<u></u>				
С	omplia	ınt	Table 5 – Water Service Conduits and Water Main Road Cr	rossing				
Yes	No	N/A						
			As constructed accurately represents physical assets inspected and relevant items below are comp plan/variation. (6.1.1.3 Pr10255)	liant with Co	ode o	or Approved	d	
			Brass conduit markers indicate the position of the water service pipe crossing road pavement, are +-150mm from actual water service conduit horizontal position. (SEQ-WAT-1108-1)					
			Brass markers indicate the location of all water main crossing of road pavements and constructed centre face of kerb. (SEQ-WAT-1300-1)		vewa	ays and are	tlush in	1
			·	water ce Use		_		_
			Comp	oliant:	'es		No	



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Yes	ompl ia No	nt N/A	Table 6 – Water Reticulation - Flush Poin	ts				
			As constructed accurately represents physical assets inspected and relevant items below plan/variation. (6.1.1.3 PR10255)	are compliant wit	h Code	or Appro	oved	
			Flush point boxes installed as per 5.10.4 WSA03 and associated drawings and is level with	the FSL and pose	no risk	as a trip	hazard.	
			Stainless steel ball valve. (SEQ-WAT-1104-1 Note 13)					
			Stainless steel Storz fitting installed. (SEQ-WAT-1104-1)					
			Stainless steel dust cap installed. (SEQ-WAT-1104-1)					
			Detectable tape should be laid on top of the pipe embedment to form a continuous connt to be accessible within flush point pit. (4.16 WSA03)	ection between v	alves an	d/or hyd	drants. Ta	ipe is
			Flush point box lid is painted correct colour as per colour code table on SEQ-WAT-1300-1					
			Flush point brass kerb marker is flush in face of kerb and painted as per SEQ-WAT-1300-1 1300-2 if there is no kerb.	or marked with r	marker p	ost as p	er SEQ-W	/AT-
			Thermoplastic reflective directional arrow installed (White).					
			Pavement marker installed (All paint is compliant with SEQ code - sprayed not brushed, 2 from centre line and correct height). (SEQ-WAT-1300-1)	coats of paint an	d glass b	oead - 10	00mm off	set
			Pavement marker, kerb marker and brass marker (or marker post where applicable) are a 1300-1)	ll in line with flus	h point l	box lid. (SEQ-WA	Γ-
				Unitywater				
				Office Use Compliant:	Yes		No	
Yes	omplia No	nt N/A	Table 7 – Water Meters					
			As constructed accurately represents physical assets inspected and relevant items below a plan/variation. (6.1.1.3 Pr10255)	are compliant wit	h Code o	or Appro	ved	
			Water meter poly pipe tail extends 600mm minimum outside water meter box into the lo	t it will service. (S	SEQ-WA	T-1108-3	3)	
			Water meter tail pipes are PE100 PN16 Black Pipe with blue stripe. (SEQ-WAT-1108-3)					
			Water services are not turned off at the main (pressurised water main and release of suff be confirmed prior to inspection with individual photos verified by Construction Certifier 1108-3)		_			•
			Water meter and water meter box manufacturer complies with SEQ code (IPAM list appro	oved).				
			Factory preassembled water meter and water meter box manufacturer complies with SEC	Q Code (IPAM list	approve	ed) and i	s not mo	dified.
			Water meter box lid is correct colour (Black or Green), has non-slip pattern and "water m Note 13) $$	eter" lettering ca	st into it	. (SEQ-V	VAT-1108	3-3
			Water meter boxes and lids are not altered, damaged or modified (meter box sidewall de side).	formation shall n	ot excee	ed 5mm	on any oi	ne
			Water meter box lid is attached via a chain/wire.					
			Water meter box is installed in correct location and configuration in accordance with SEQ	-WAT-1108-2				
			Water meter boxes located in constructed driveways or trafficable area are installed with	approved traffica	able lid.			
			Water meter boxes are correctly surrounded by turf 600mm on all sides (SEQ-WAT-1108-	3 Note 15)				
			Water meter box is flush with surrounding turf and the water meter box and surrounding significant localised low or high points at the meter box location. (SEQ-WAT-1108-3 Note		surroun	ding are	a and has	s no
			Detectable marking tape installed and accessible inside meter box. Tape should also be la to the meter. (SEQ-WAT-1108-2 Note 8).	id on top of the p	ipe emb	edment	t from the	e main
			All connectors to water service pipes are approved fittings (brass or plastic - with manufacompliance). (SEQ-WAT-1108-3 Note 9)	cturer name and	waterm	ark to c	onfirm	
			Unitywater approved meter serial numbers that are stamped on meters and meter registe	er record details a	re corre	ect (6.1.1	L Pr10255	5)
			Water meter ball valve is lockable, unobstructed within water meter box and manufactur (SEQ-WAT-1108-3)	er complies with	SEQ cod	e (IPAM	list appr	oved).
			Geotextile fabric is installed around and underneath meter box and taped each side and a sand, dirt and mud to water meter box). (SEQ-WAT-1108-3 Note 16)	around the service	e pipe (p	oreventii	ng ingress	s of
			Water meter and inside of water meter box is clean (void of all sand, soil, mud and water)).				
			Water meter is installed facing straight up and not strapped/tied to water meter box.					

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	Comp		Table 7 – Water Meters - Continu	ued				
Yes	No	N/A	Water meter and all components within water meter box are sitting high, level and centred within the box (minimum 20mm air gap between underside of the water meter and bottom of water meter box).					
			between underside of the water meter and bottom of water meter box).	Unitywater Office Use	Vaa		Na	
				Compliant:	Yes		No	
C	omplia	ent	Table 8 – Sewerage - Maintenance Structures - MH (Cast I	neitu & Dro	-Cast	١		
Yes	No	N/A	Table 6 – Sewerage - Maintenance Structures - Min (Cast I	iisitu & Fie	:-Casi	,		
			As constructed accurately represents physical assets inspected and relevant items below a plan/variation. (6.1.1.3 Pr10255)	re compliant wit	th Code	or Approve	d	
			MH location is as per approved design/variation. (Section 22 WSA02)					
			Maintenance hole bench, channel and walls are clean and clear of silt, mud and water. (21	.1 WSA02)				
			Inside finish of joints are not cement bagged over or mega-epoxy covered (Pre-cast or Cast	t Insitu MHs).				
			No ladders or step irons are installed. (7.6.9 WSA02)					
			No leaks/water ingress at joints including at converter slab join. (21.1 WSA02)					
			2 x S.S. brackets must be installed with maximum 1.5m spacing for internal backdrops dee	per than 1.5m. (SEQ-SEV	V-1301-8,	1303-1&	4)
			MH neck depth does not exceed 500mm maximum (no relaxation). (SEQ-SEW-1307-1 Sect	ion A-A)				
			Backdrop penetration is not within 150mm of joints in MH wall. (SEQ-SEW-1307-1 Section					
			Backdrop discharge is pointed downstream. (7.6.6 WSA02)	,				
			Backdrop tee has been installed in accordance with SEQ Code (to allow rodding of main).					
			Finished level of cover and surround to be flush with FSL and pose no risk as a trip hazard v	when located in	roadwa	v or 20mm	ahove F	SI
			when located in private property or footpath. (SEQ-SEW-1301-1)	Wileir located iii	Todawa	y 01 2011111	above i	JL
			Channel depth is SEQ Code compliant. (SEQ-SEW-1305-1)					
			Channel shape is SEQ Code compliant. (SEQ-SEW-1305-1)					
			Channel is not holding water (no ponding).					
			Benching is sloped at 1:8.					
			Smooth transitions exist between pipe and benched channel. (SEQ-SEW-1101-4 Note MH6	5)				
			MH access opening is installed directly over downstream pipe outlet. (7.9.1 WSA02)					
			PE lined MHs at required location and PE lining is correctly installed (mechanically anchore welded to converter slab liner. Lining at MH access frame is installed correctly under cover welded into wall at backdrop - no mega epoxy to be used on lined MH. (17.2.6 WSA02)					
			Ensure cover frame opening aligns with converter slab opening.					
				Unitywater				
				Office Use Compliant:	Yes		No	
C	omplia	ant	Table 9 – Sewerage - Maintenance Structures	- MS				
Yes	No	N/A	•					
			As constructed accurately represents physical assets inspected and relevant items below a plan/variation. (6.1.1.3 Pr10255)	re compliant wit	th Code	or Approve	d	
			MS location is as per approved design/variation. (Section 22 WSA02)					
			Maintenance shafts are clean and clean of silt, mud, water. (21.1 WSA02)					
			MS manufacturer is approved (SEQ code IPAM List).					
			MS risers are minimum 300mm in diameter. (7.7.2 WSA02)					
			MS shrouds are 450mm diameter (375mm for terminal entry points). (SEQ-SEW-1314 & 13	315 series)				
			5/7mm washed screens installed around MS riser.					
			MS risers are installed vertically.					
			MS depths do not exceed 3.0m. (WSA02 Section 7.7.2)					
			Riser caps are a PVC bayonet cap with RRJ seal and a PVC RRJ socket (SEQ-SEW-1308-1 End	d of Note 8)				
			Inlets into riser are as per design/variation and SEQ Code. (Section 22 WSA02 & SEQ-SEW-	1314-1)				
			Finished level of riser caps is 100mm minimum to 250mm maximum below bottom of cast	iron lids. (SEQ-S	SEW-130	8-1)		
			Finished level of MS cast iron lid to be Flush with FSL and pose no risk as a trip hazard whe located in private property or footpath. (SEQ-SEW-1303-1)				ve FSL v	here

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Compliant		iant	Table 9 – Sewerage - Maintenance Structures - MS - Continued
Yes	No	N/A	
			Lock down quick release end caps are SWJ fixed to riser and are rubber ring sealed between the cap and its frame (Screw down caps not allowed on MS Risers - Except terminal ends). (SEQ-SEW-1308-1 Note 8)
			PVC caps open with less than 15-degree turn. (SEQ-SEW-1308-1 Note 8)
			PVC caps are installed in the locked position.
			Cover and surround manufacturer is approved (SEQ code IPAM List)
			Surround installed as per SEQ code and manufacturers requirements. (SEQ-SEW-1308-1)
			Marker tape should be laid on top of the pipe embedment to form a continuous connection between access cover frames. Tape are to be accessible in maintenance shaft shroud.
			Trafficable (Class D) and non-trafficable (Class B) cast iron covers installed in corresponding trafficable or non-trafficable locations. (SEQ-SEW-1308 series)
			Unitywater
			Office Use Compliant: Yes □ No □
C	omplia	nt	Table 10 - Sewer House Connections
Yes	No	N/A	
			As constructed accurately represents physical assets inspected and relevant items below are compliant with Code or Approved plan/variation. (6.1.1.3 Pr10255)
			Unitywater sewer property connections are marked with a 2.0-meter-long, single length, 40mm diameter orange PVC conduit at the sewer property connection upstream IL (check for dummy/broken markers). (SEQ-SEW-1106 series)
			Sewer property connection locations are as per approved plan/variation and SEQ Code. (Section 22 WSA02)
			Sewerage property connections have not been extended past what has been approved in the design/variation or SEQ Code.
			Unitywater Office Use Compliant: Yes No

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