# Beaufort Jasper Water & Sewer Authority

# Cross Connection Control Policy

Revised October 25, 2018

**RESOLUTION**

**ADOPTING BEAUFORT-JASPER WATER AND SEWER AUTHORITY CROSS-CONNECTION CONTROL POLICY MANUAL.**

**WHEREAS,** Beaufort-Jasper Water and Sewer Authority operates a network of over 925 miles of water distribution lines; and,

**WHEREAS,** the inadvertent connection of a water distribution line to another water source or a source of pollution (a cross connection) could create damage to the water system and a serious risk to public health; and,

**WHEREAS,** the South Carolina Department of Health and Environmental Control requires that BJWSA develop and implement a program for the control of cross connections; and,

**WHEREAS,** the staff has developed a Cross-Connection Control Policy Manual that provides policy and procedures for the use of the best available control technology and a targeted enforcement program; and,

**WHEREAS,** the Members of the Authority have reviewed the Cross-Connection Control Policy Manual and recommends its adoption,

**NOW, THEREFORE, BE IT RESOLVED** by the Members of the Beaufort-Jasper Water and Sewer Authority duly assembled, that the Cross-Connection Control Policy Manual is hereby adopted.

**ADOPTED,** this 25th day of October, 2018 in Regular Session.

(SEAL)

BEAUFORT-JASPER WATER & SEWER AUTHORITY
CORPORATE SEAL
SOUTH CAROLINA

**BEAUFORT-JASPER WATER AND SEWER AUTHORITY, SOUTH CAROLINA**

By: _____
Donna L. Altman, Chairman

Attest:

_____
Donald A. Manson, Secretary/Treasurer

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# Definitions

**Accessible** – Capable of being reached for testing and maintenance, when referring to a backflow prevention assembly.

**Air-Gap** – The unobstructed vertical distance through the free flowing discharge end of a potable water supply pipeline and an open or non-pressure receiving vessel. An "approved air-gap" shall be at least twice the diameter of the supply pipe measured vertically above the overflow rim of the receiving vessel; in no case less than 1 inch. The discharge end of the supply line shall have no means by which to attach tubing or piping (i.e. threading, quick connect hardware, etc.)

**Approved Backflow Prevention Assembly** - Assemblies "approved for installation" must appear on the current list of Approved Backflow Assemblies as published by the University of Southern California Foundation for Cross-Connection Control and Hydraulic Research; otherwise known as being "USC approved".

**Approved Tester** – An independent contractor who is certified by SCDHEC and approved by BJWSA to test backflow assemblies for BJWSA Customers. Approved Testers are trained on Program requirements and work within these requirements to facilitate accurate and consistent backflow prevention testing for our Customers.

**Auxiliary Water Supply** – Any water supply on or available to the premises other than a SCDHEC approved public water system. These auxiliary waters may include private wells or any natural source such as a river, pond, catchment basin, stream, harbor, etc.

**Assessment** – An evaluation performed by a Utility Compliance Inspector to determine the degree of hazard presented by the Customer's water use.

**Backflow** – The reversal of the normal direction of flow of water caused by either backpressure or backsiphonage.

**Backflow Prevention Assembly** – Reduced pressure principle assembly (RPPA) used to prevent backflow into a potable water system. RPPAs approved for installation by BJWSA must appear on the current list of Approved Backflow Assemblies as published by the University of Southern California Foundation for Cross- Connection Control and Hydraulic Research; otherwise known as being "USC approved".

**Backpressure** – Any elevation of pressure in the downstream piping system (by pump, elevation of piping, steam pressure, air pressure, etc.) above the supply pressure at the point of consideration, which would cause or tend to cause a reversal of the normal flow.

**Backsiphonage** – A form of backflow due to a reduction in system pressure, which causes a sub-atmospheric pressure to exist in the water distribution system.

**Commercial Fire Line**- Any fire sprinkler system directly or indirectly connected to the BJWSA water system and serving a commercial account or building.

**Cross-Connection** – Any actual or potential connection or structural arrangement between a public potable water system and any other source of system through which it is possible to introduce into any part of the potable water system any used water, industrial fluid, gas, or substance other than the intended potable water with which the system is supplied.

**Utility Compliance Inspector** – An employee of BJWSA trained to implement the provisions of BJWSA's Cross-Connection Control Program.

**Degree of Hazard** – The potential threat to public health through a cross-connection. A degree of hazard can be a "high hazard cross-connection" or a "non-hazardous cross- connection".

**Domestic Account –** A residential homeowner.

**Hazardous Cross-Connection** – A connection between an approved public water system and a service or auxiliary water system which has or may have any material in the water dangerous to health, that is or may be handled under pressure, or subject to negative pressure.

**Non-Hazardous Cross-Connection** – A connection to the Beaufort Jasper Water and Sewer Authority water system and not cross-connected within its system with a potentially dangerous substance or auxiliary water source

**Non-Potable Water** – Any water that **is not** from a SCDHEC approved **public** water system.

**Potable Water** – Water that **is** from a SCDHEC approved **public** water system.

**Reduced Pressure Principle Assembly (RP)** – An assembly containing two independently acting approved check valves together with a hydraulically operating, mechanically independent pressure differential relief valve located between the check valves and at the same time below the first check valve. The unit shall include properly located resilient seated test cocks and tightly closing resilient seated shutoff valves at each end of the assembly. This assembly is designed to protect against a non-health hazard or a health hazard.

**Single Family Residential Fire Suppression Systems** – A flow-through or combination protection system, served through a single dual-purpose water service, designed and certified by a NICET Level IV licensed fire suppression system designer as meeting the requirements of NFPA 13.

**Tester Orientation** – An instructional course designed to inform the Tester on Beaufort Jasper Water and Sewer Authority specific policies and procedures governing its Cross-Connection Control Program. Testers must attend to be listed as a Beaufort Jasper Water and Sewer Authority Approved Tester.

## 1. Overview

The purpose of this policy and Beaufort Jasper Water and Sewer's (BJWSA) program is to eliminate the danger to public health from cross connections.

BJWSA's drinking water processes and facilities provide safe and reliable drinking water to our customers. To ensure this, it is necessary that physical cross-connections between pipes containing safe drinking water and other pipes containing water of questionable quality are eliminated or protected against the possibility of reverse flow. If the questionable water was to enter the safe drinking water, contamination or pollution may occur. Surveillance of drinking water systems to identify these interconnections is essential and required. Piping and plumbing systems are continually being installed, repaired, altered, or extended. Therefore, a program of cross- connection control is imperative to protect public health.

Each Customer connection to the BJWSA water system represents a cross- connection and must be protected to prevent the backflow of water from a non- public system into the BJWSA system.

The Customer's connection to the public water system begins at the service connection point (BJWSA water meter or BJWSA fire line cut off valve) and all piping on the Customer's side of the connection point is considered part of a non-public system. Spring checks and Residential dual check valves (non-testable devices installed with each water meter) provide a basic level of system protection against backflow by limiting the flow of water through the water meter to one direction; from the BJWSA water system to the Customer.

When the degree of hazard presented by the Customer requires a higher level of system protection, the Customer will be required to install a reduced pressure zone (RP) backflow device or an Air-Gap installation.

### a. SCDHEC Regulations:

The State Primary Drinking Water Regulations R-61-58.7(F) Cross-Connection Control mandates the minimum backflow protection standards for all water purveyors. BJWSA must meet these minimum requirements but may develop a policy that exceeds the minimum requirements.

### b. Degree of Hazard:

The type of backflow prevention assembly required is dependent on the degree of hazard presented by the customer's water use. Hazards are classified as either Non-Hazardous Cross-Connections or Hazardous Cross-Connections with special classifications for irrigation systems and fire sprinkler systems.

i. Non Hazardous - A non-hazardous cross-connection is a connection between the BJWSA water system and a service supplied only by the BJWSA water system in which the water quality is in no way compromised or potentially compromised on the customer side of the service. At a minimum, a non-testable double check mechanism (i.e. residential dual check) shall be installed and maintained with the meter assembly by BJWSA.

ii. Hazardous - A hazardous cross-connection is a connection between the BJWSA water system and a service or auxiliary water system that is not a SCDHEC approved public water system (non-potable), or which has or may have any material in the water dangerous to health, or connected to any material dangerous to health, that is or may be handled under pressure, or subject to negative pressure. Protection shall be by an approved RP device or by air-gap separation.

iii. Irrigation Systems

1. Any irrigation system directly or indirectly connected to the BJWSA water system that is connected to another non-potable water source – Protection shall be by air gap only.
2. Any irrigation system directly or indirectly connected to the BJWSA water system that includes chemical injection and is not connected to a non-potable water source – protection shall be by an approved RP device or air gap.
3. Any irrigation system serving a commercial account and directly or indirectly connected to the BJWSA water system – Protection shall be by an approved RP device or Air Gap.

4. Any residential irrigation system directly or indirectly connected to the BJWSA water system that does not include chemical injection, and is not connected to another non-potable water source – Protection shall be provided by, at a minimum, the residential dual check assembly included with the meter assembly.

iv. Multi-story commercial buildings shall require RPZ Backflows

v. Fire Sprinkler Systems
   1. Single Family Residential Fire Suppression Systems – A flow- through or combination protection system, served through a single dual-purpose water service, designed and certified by a NICET Level IV licensed fire suppression system designer as meeting the requirements of NFPA 13. - No backflow prevention assembly is required.
   2. Any fire sprinkler system directly or indirectly connected to the BJWSA water system and not meeting the criteria of a Single Family Residential Fire Suppression System as defined above - Protection shall be by an approved RP device or air gap installation.

vi. Special Circumstances

When a determination is made that a Customer's water service connection does not present a potential hazard as currently configured, but conditions exist whereby the opportunity is readily available for the configuration and resulting hazard to change, it is classified as a special circumstance. In such cases no system protection will be required, provided the Customer acknowledges by signing and dating an Acknowledgement of Understanding that the Customer agrees to contact the Utility Compliance Department prior to performing any reconfiguration of the water service connection, or initiating any change in water use.

## 2. Responsibilities

Protection of the public water system is a shared responsibility between BJWSA and the Customer. Customer responsibilities for cross- connection compliance begin at the time of application for water service or whenever there is a change in water use. A change in water use may include a change in business activity at a commercial establishment. Whether requesting a new water service or notifying of a change in water use, timely and accurate information is critical to ensure proper system protection.

### a. BJWSA's Responsibilities:

i. To protect BJWSA's public potable water supply from the possibility of contamination or pollution by enforcing isolation from the customer's internal distribution system(s) or the customer's private water system(s) such contaminates or pollution that could backflow into BJWSA's water distribution system.

ii. To promote the elimination or control of existing cross - connections, actual or potential, between the customer's in-plant potable water system(s) and non-potable water systems, plumbing fixtures, and industrial piping systems.

iii. To provide for the maintenance of a continuing program for cross - connection control that will systematically and effectively prevent the contamination or pollution of all potable water systems.

iv. To promulgate and enforce rules, regulations, and policies necessary to carry out designated responsibilities.

v. To make determinations of the degree of hazard customers present to BJWSA's system. An assessment of the degree of hazard is performed either by the Utility Compliance Supervisor or the BJWSA Engineering department for each Customer account. An assessment begins with identifying the account classification. Accounts are classified as:

1. Domestic
2. Commercial
3. Residential Irrigation
4. Commercial Irrigation
5. Residential Fire Line
6. Commercial Fire Line

Often, the degree of hazard assessment can be completed based solely on the account classification. Upon completion of the degree of hazard assessment and a determination that the Customer connection presents a potential hazard to the public water system, the appropriate system protection is identified by the Utility Compliance Supervisor or BJWSA Engineering department.

vi. To make inspections of all devices installed on new services and to witness a passing backflow device test, on new services, as conducted by the approved tester before water service is initiated.
vii. To maintain all necessary records in accordance with this policy.

**b. Customer Responsibilities:**

i. In the event of a backflow incident or accidental cross-connection to BJWSA's water supply system, the user shall immediately notify BJWSA and make every reasonable effort to confine the source of contamination.
ii. Degree of Hazard Assessment-
    1. For new construction a degree of hazard assessment will be required as part of the design review process (See BJWSA Developer Policy and Manual chapter 2.1.2).
    2. For existing services, if the degree of hazard cannot be determined based on the account classification, a Degree of Hazzard Assessment form will be mailed to the Customer. The returned Hazard Assessment is then used by the Utility Compliance Inspector to determine the degree of hazard. In the unlikely event the determination still cannot be completed, the Utility Compliance Inspector will contact the Customer to clarify and confirm information, or to answer any questions that remain. If necessary, a site visit may be scheduled. For existing services, the customer is responsible for completing and returning the assessment within 20 days of receipt or, at minimum, RP device installation will be required.
iii. Notification to install - The Customer shall be notified in writing upon determination of the requirement for system protection. Installation of the backflow assembly is the Customer's responsibility and must be performed in accordance with Program requirements within 30 days of notification. See Section 3 Installation and Inspection for specific requirements.
iv. Inspection - Upon completion of installation, each backflow assembly must:
    1. be inspected to verify installation is in accordance with Program requirements, and:
    2. the initial passing test (conducted by an approved tester) witnessed by a BJWSA Utility Compliance Inspector. See Section 3 Installation and Inspection for specific requirements.
v. Testing - Testing of the backflow prevention assembly must be performed by a BJWSA Approved Backflow Prevention Assembly Tester (Approved Tester). Testing is an annual requirement. Testing must also be performed when an assembly is installed, replaced, or returned to service after repair.

Scheduling the test is the responsibility of the Customer. For a complete list of BJWSA Approved Testers, please visit our website at www.bjwsa.org or contact the Backflow Program Coordinator by telephone at 843-TBD, or by email at backflowprevention@bjwsa.org.

Submittal of the test is the responsibility of the Tester. However, BJWSA highly encourages Customers to confirm with their Tester that the test has been submitted and received by BJWSA. See Section 4 Testing for specific requirements.

## 3. Installation and Inspection

### a. Installation Overview:

Customers are required to complete a risk assessment questionnaire when applying for water meters or fire line installations. The Customer shall be notified in writing upon determination by BJWSA of the requirement for system protection. Installation of the backflow assembly is the Customer's responsibility and must be performed in accordance with Program requirements in conjunction with manufacturer requirements within 30 days of notification.

Neither SCDHEC nor BJWSA have specific requirements for who performs the installation, provided such installation is in accordance with Program requirements in conjunction with manufacturer requirements. Customers are encouraged to check with local building officials for any license or permits that may be required for installation.

### b. Proper Assembly Installation:

i. Assembly shall be installed in accordance with Program requirements in conjunction with manufacturer requirements. Any request for variation must be approved by a BJWSA Utility Compliance Inspector or BJWSA Engineering prior to installation.
ii. Assembly shall be installed on the customer side of the main service line prior to any tap, tee, branch or other service connection unless otherwise approved by BJWSA.
iii. Backflow devices may be installed inside a dedicated mechanical room with external access.
iv. Assembly shall be installed horizontally.
v. Assembly shall be installed above ground where the relief valve will never become submerged.
vi. Installation shall be easily accessible from ground level, provide a minimum 12-inch clearance below assembly and a minimum of 6-inch clearance to the top and sides of the device.
vii. All shut-off valves must be physically attached to the backflow prevention assembly for unobstructed operation at the assembly.
viii. Manufacturers' nameplate, test cock, air-inlet valve, bonnet or relief valve vent openings shall not be obstructed.
ix. Connections to test cocks will not be permitted. Connections include, but are not limited to hose bibs, pipes, gauges or any other fittings.
x. Installed assembly shall be rigid and stable. BJWSA reserves the right to require additional support and restraint.
xi. Black iron, black steel or galvanized steel pipe shall not be used in the upstream piping prior to the backflow preventer.
xii. Bypass piping is not allowed unless a backflow prevention assembly of equal or greater protection is installed on the bypass.
xiii. The customer is responsible for ensuring that the device is properly protected from freezing, traffic, vandalism, and theft etc.

### c. Inspection Overview:

In general, upon completion of installation, each backflow assembly must be inspected by a BJWSA Utility Compliance Inspector to verify installation is in accordance with Program requirements. Typically, when tested by a BJWSA approved tester, the tester will schedule the proper inspection based on the criteria below. Regardless of who performs the installation, ultimate responsibility for ensuring an inspection is

scheduled is the Customer's. To schedule an inspection, call the Backflow program coordinator at 843-TBD, or contact us by email at backflowprevention@bjwsa.org. The following information is required to schedule an inspection: BJWSA account number, make, model, size, serial number, and physical location of the backflow prevention assembly on the property.

If the installation does not pass inspection, the customer will be notified of the discrepancies.

xiv. For New Services:

A BJWSA representative shall conduct an installation inspection and witness an initial passing backflow device test before water service is initiated. Additionally, a BJWSA representative shall witness a passing test for any fire line backflow devices before potable service is initiated. The customer is responsible for coordinating the inspection with BJWSA at least 24 hours prior to the proposed test.

xv. For Existing Services:

Inspection is required on existing services for the following reasons:

1. Service *has not* been turned off for non-compliance-

   For any installation that requires significant alteration of existing plumbing (i.e. new installation on an existing water service, backflow moved or reoriented) A Utility Compliance Inspector shall conduct an installation inspection within 48 hours of receiving a passing test report.

   If the installation does not pass BJWSA inspection, the Customer will be notified of the discrepancies. Only after the installation passes the inspection and test will the account be in compliance. Extra time to complete necessary alterations, repairs, and tests will be determined on a case by case basis.

2. Service *has* been turned off for non-compliance-

   For service that has been disconnected for non-compliance A Utility Compliance Inspector shall witness a passing backflow device test conducted by an approved backflow device tester. The customer is responsible for coordinating the inspection with BJWSA at least 24 hours prior to the proposed test.

   If the installation does not pass inspection and/or testing, the Customer will be notified of the discrepancies and water service will remain disconnected. Only after the installation passes the inspection and test will the account be in compliance and water service restored.

## 4. Testing

### a. Overview:

Each backflow assembly must be tested to ensure the assembly is operating properly.

Testing of the backflow prevention assembly must be performed by a BJWSA Approved Backflow Prevention Assembly Tester (Approved Tester). Testing is an annual requirement. Testing must also be performed when an existing assembly is replaced or returned to service after repair.

Testing is the responsibility of the Customer. For a complete list of BJWSA Approved Testers, please visit our website at www.bjwsa.org or contact the backflow program coordinator by telephone at 843-TBD, or by email at backflowprevention@bjwsa.org.

b. **Notification to test:** Written notification of upcoming test dates are delivered to customers as a courtesy. It is the ultimate responsibility of the customer to have devices tested annually in accordance with this policy.

   i. BJWSA will mail notification that backflow device(s) are due for testing 30 days prior to the annual test date if a passing test report is not received beforehand.

ii. If a passing test is not received prior to the due date, written notification containing the water service cutoff date will be delivered to the service address.

### c. Approved Backflow Assembly Tester:

Testing must be performed by a BJWSA Approved Tester. An Approved Tester is an independent contractor who is certified by SCDHEC and approved by BJWSA to test backflow assemblies for BJWSA Customers. Approved Testers are trained on Program requirements and work within these requirements to facilitate accurate and consistent backflow prevention testing for our Customers.

**Approved Testers are not employees of BJWSA.** It is incumbent upon the Customer to fully investigate and satisfy themselves as to the Tester's business practices or any other areas the Customer deems necessary.

For a complete list of BJWSA Approved Testers, please visit our website at www.bjwsa.org or contact the Utility Compliance Department by telephone at 843-TBD, or by email at backflowprevention@bjwsa.org.

iii. BJWSA Tester Orientation:

1. Testers must attend BJWSA Tester Orientation. Tester Orientation is designed to inform the Tester on BJWSA specific policies and procedures governing its Cross-Connection Control Program. Each tester attending must provide an up-to-date backflow assembly prevention certification card issued by SCDHEC.
2. BJWSA typically conducts Tester Orientation every other month, beginning in January of each year. To schedule Tester Orientation, or to receive additional information, contact the Cross-Connection Control Department by telephone at 843-TBD, or by email at backflowprevention@bjwsa.org.
   Topics of discussion include:
   a. BJWSA's Cross-Connection Control Program Manual.
   b. Completing and submitting a BJWSA Field Test Report
   c. Tester Responsibilities and Failure to Comply with Program Requirements.

### d. Reporting procedures:

iv. Completing the Field Test Report

1. Using the information provided in the Customer notification letter, complete the Customer information section, providing the following information:
   a. Test date
   b. Account/Business Name, BJWSA Account Number, and Account address
   c. Assembly Make, Model, Size, and Serial Number
   d. Assembly location – Provide if different than information noted on field test report.
   e. Tester shall confirm information provided in the customer's testing notification letter matches assembly to be tested; Make, model, size and serial number. If information does not match, annotate on Field Test Report.
2. Record test and inspection results in accordance with Backflow prevention assembly approved field testing procedures.
3. Identify and record repair and replacement information in accordance with Backflow Prevention Assembly Approved Field Testing Procedures.

4. Provide the following Tester Information:
    a. SC DHEC Certification Number
    b. Company Name and Telephone Number
    c. Test Kit and Serial Number
    d. Sign Tester Statement
    e. Provide date tested

v. Submitting the Field Test Report:
    1. Fax completed report(s) with BJWSA Field Test Report Cover Sheet to 843-TBD within ten (10) business days of test.
    2. Or, email completed report(s) with BJWSA Field Test Report Cover Sheet to backflowprevention@bjwsa.org within ten (10) business days of test.
    3. Reports submitted without a BJWSA Field Test Report Cover Sheet, or reports containing errors or omissions, will not be accepted. Errors or omissions include, but are not limited to:
        a. Failure to use the BJWSA backflow test report.
        b. Failure to submit within ten (10) days of performing test.
        c. Errors in test results and/or information provided.
        d. Test performed by a Tester not on BJWSA's list of Approved Backflow Prevention Assembly Testers.
    4. If the report is not accepted, the Tester will be contacted and discrepancies identified. Account will remain in non-compliance until corrections are made and the report is accepted by BJWSA.
    5. Multiple reports may be faxed or emailed under a single BJWSA Field Test Report Cover Sheet provided all tests are performed by the same Tester, the BJWSA field test report is utilized and the account number is included.
    6. Tester should maintain record of fax transmissions and cover sheets or confirmation email from BJWSA. In the event of a missed fax or email, the original cover sheet and fax transmittal sheet will be requested.
    7. Faxes are reviewed daily. Report information is entered into the Cross-Connection Customer database typically within 48 hours of receipt.

**e. Tester Responsibility:**

As a BJWSA Approved Backflow Prevention Assembly Tester, BJWSA holds such persons to a certain standard regarding testing, installation, replacement and repair of backflow prevention assemblies. Responsibilities include, but are not limited to:

vi. Perform backflow assembly testing, installation, replacement and repair in accordance with Cross-Connection Control Program requirements.
vii. When installing a backflow prevention assembly, only install assemblies approved for installation.
viii. Do not circumvent, remove or alter a backflow prevention assembly in anyway without approval from BJWSA.
ix. Report to BJWSA any instance that appears to not be in compliance with Program requirements.
x. Communicate Customer issues to BJWSA as soon as possible.
xi. Tester has neither the responsibility nor the authority to represent BJWSA or to enforce Program requirements. Enforcement lies solely with BJWSA.

**f. Tester Failure to comply with Program Requirements:**

It is the intention of BJWSA to provide our Customers with a list of Approved Backflow Prevention Assembly testers that perform their responsibilities with integrity and who fully support BJWSA's Cross-Connection Control Program. Failure to comply with Program requirements will be considered offenses to BJWSA policy. Each case will be judged on its own merit. So that the integrity of our Program is not diminished, BJWSA reserves the right to exclude the name of Testers not fulfilling our requirements from the list of Approved Backflow Prevention Assembly Testers.

xii. Written warning will be issued for first infraction.
xiii. Second infraction will result in the tester being barred from testing within the BJWSA system for no less than six months.
xiv. At the end of the six-month exclusion, tester will be required to repeat the tester orientation.
xv. Upon successful completion of six-month exclusion and tester orientation, tester will be reinstated for a six-month probationary period.
xvi. Any infraction within the six-month probationary period will result in immediate exclusion for no less than one year.

## 5. Failure to comply

a. **New Services**: Failure to comply with Cross-Connection Control Program requirements will delay new water service connection. Water service will not be initiated on services requiring backflow protection until a device is installed, inspected, and a passing test is witnessed by a BJWSA representative.
b. **Existing Services**: BJWSA reserves the right to discontinue water service at any time for non-compliance with this policy.
    i. Annual Testing for existing devices: BJWSA will disconnect water service the first business day after the annual due date if a passing test is not received unless otherwise approved by the Utility Compliance Supervisor.
        1. Fire Line Backflow Preventers- Both potable and fire line service shall be disconnected for fire line backflow prevention non-compliance. In instances where a single fire line serves multiple locations with multiple water services, all water services under the protection of the fire system in violation shall be disconnected.
        2. Additionally, the proper fire safety and building codes authorities shall be alerted 72 hours prior to disconnection.
    ii. Existing Service with no Backflow protection: BJWSA may allow 30 days for a device to be installed and tested for services where it is determined that backflow protection is required but not currently installed. The service will be disconnected the first business day after the 30-day time limit unless otherwise approved by the utility compliance supervisor.
    iii. Existing Service where backflow device fails inspection and or testing: BJWSA may allow 30 days for a device to be repaired and retested for devices that fail backflow tests. The BJWSA approved tester is responsible for submitting the failed test report to BJWSA within 48 hours of test. The service will be disconnected the first business day after the 30-day time limit unless otherwise approved by the utility compliance supervisor.

**Addendum A**

## ACKNOWLEDGEMENT OF UNDERSTANDING

Your current water use for the account listed below has been assessed as "non-hazardous". In the event that the way you use water changes, it is your responsibility to notify Beaufort Jasper Water and Sewer Authority. Any change in water use could potentially change our degree of hazard assessment and your backflow prevention requirements.

As an acknowledgment of your understanding of this assessment and your responsibilities, please sign, date and return this form to the BJWSA Backflow Prevention Coordinator within 14 days. This document is only for this account and remains in effect as long as this account is in your name and backflow requirements do not change.

☐ Dedicated Commercial Irrigation Accounts

The dedicated irrigation classification is designed for irrigation only use, however, we have found some uses may not be subject to backflow prevention requirements. If your use of this meter meets the following requirements, backflow prevention requirements are not applicable.

- Above-ground hose bibs only
- All outside faucets or hose bibs are equipped with code required vacuum breakers
- No underground irrigation piping is present and/or connected to this service

☐ Commercial Accounts

Water as approved for use currently classified "non-hazardous" (i.e. general retail use) but is subject to change (i.e. medical, dental, veterinary services)

**Account #** _____ **Account Name** _____

**Service Address:** _____

I affirm, as the responsible party for the above account, I will use water from this service only as noted above. I further acknowledge that I will notify BJWSA if the system is altered in any way, including installation of an in-ground commercial irrigation system, additional piping or chemical additives introduced to the system, or reconnecting an irrigation system previously out of service.

**Customer Signature / Date:** _____

**Customer Name: (print)** _____

MAIL TO: Beaufort Jasper Water and Sewer Authority
Backflow Prevention Coordinator
6 Snake Rd.
Okatie, SC 29909

SCAN AND EMAIL TO: backflowprevention@bjwsa.org

Further Questions: 843-TBD

Utility Compliance
Phone (843) TBD
www.backflowprevention@bjwsa.org

**Addendum B**

# Degree of Hazard Assessment

*To assist us in assessing your backflow prevention requirements for this account, please fill out and check all applicable fields. Return this form to the address listed above within 20 days of the date of the enclosed letter.*

**PERSON COMPLETING THIS QUESTIONNAIRE**

NAME: (Print): _____

TITLE: _____

CONTACT PHONE NUMBERS: _____

EMAIL ADDRESS: _____

*"I hereby certify that all information furnished on this form is complete and correct to the best of my knowledge. I further understand that incomplete or inaccurate information may result in additional backflow prevention requirements that may not be necessary. I also understand that as the water service customer or their representative, I am the responsible party for the information provided."*

_____

*SIGNATURE*

---

**ACCOUNT INFORMATION**

BJWSA ACCOUNT #: _____

NAME ON ACCOUNT: _____

BUSINESS NAME (*if different*): _____

SERVICE ADDRESS: _____

CITY / STATE / ZIP: _____

**TYPE OF WATER SERVICE**

☐ Commercial/Industrial

☐ Irrigation System

☐ Fire Sprinkler System

☐ Reduced Pressure Principle Assembly

**BACKFLOW PREVENTION ASSEMBLY ALREADY INSTALLED?**

☐ No ☐ Don't know ☐ Yes

☐ If Yes, What Type?

☐ Reduced Pressure Principle Assembly

☐ Pressure Vacuum Breaker

☐ Double Check Valve Assembly

☐ AirGap

**IRRIGATION SYSTEMS**

☐ In-ground lawn sprinkler ☐ Hose bib only

☐ Injection or aspiration of chemicals ☐ Pool, spa, hot tub

☐ Elevated piping/tubing for porches, window sills, terraces, hanging planters, etc.

☐ Alternate water source (i.e. well, rain water collection system, recycled water, etc.)

☐ Decorative Fountain, waterfall, pond, etc.

**Provide contact information for your irrigation contractor:**

Name/ Company: _____

Phone Number: _____

Address: _____

**FIRE SUPPRESSION SYSTEMS**

☐ Water Only System ☐ Chemicals Added to System (i.e. anti-freeze, Foamite, etc.)

**Provide contact information for your fire service contractor:**

Name/ Company: _____

Phone Number: _____

Address: _____

## BEAUFORT JASPER WATER SYSTEM BACKFLOW PREVENTION QUESTIONNAIRE

*Check and fill in all applicable fields. Return completed form within 20 days as instructed on Page 1.*

**COMMERCIAL SERVICES**

☐ Retail Type: _____

Number of Units Served by the Meter: _____

Additional Unit Types: _____

☐ Industrial/Manufacturing Type: _____

☐ Warehouse Type: _____

☐ Medical _____

☐ Dental _____

☐ Laboratories Type: _____

☐ Morgue/Mortuary _____

☐ Waterfront Facilities (i.e. dock, marina, etc.) _____

☐ Auto Sales/Repair _____

☐ Vehicle Washing On-Site? ☐ Yes ☐ No

☐ Veterinary Office/Pet Groomer _____

☐ Restaurant _____

☐ Manicure/Pedicure/Spa Pedicure Chairs? ☐ Yes ☐ No Type: _____

☐ Church Baptismal Pool? ☐ Yes ☐ No

☐ School Science Lab? ☐ Yes ☐ No

☐ Apartments # of Floors _____

☐ Hotel/Motel # of Floors _____

## GENERAL QUESTIONS

☐ Multiple Stories? Number: _____

☐ Is there restricted access to this property/facility? ☐ Yes ☐ No

☐ Recirculating Water System (boiler, chiller, cooling tower, reservoirs, etc?) Explain/List below:

_____

_____

☐ Chemicals added, injected or aspirated into system? (film processer, sanitizer, pool, x-ray. etc.)

Explain/List below: _____

_____

**Additional Comments:** _____

_____

**Provide contact information for your plumbing contractor:**

Name/ Company: _____

Phone Number: _____

Address: _____

*Contact the BJWSA Utility Compliance Department if you have any questions:*

## Frequently Asked Questions (FAQs)

**What is cross-connection?**
Cross-connection is any connection between a public water system and a private water system.

**Does my service require a backflow prevention assembly?**
If your water service presents a potential to endanger the public water system, it may require a backflow prevention assembly. The degree of hazard and the appropriate form of backflow prevention for each cross-connection is determined by a BJWSA Engineer of a BJWSA Utility Compliance Inspector.

**"I'm renting this home / commercial space. Why am I getting this letter?**
The cross-connection relationship is between BJWSA and the water service Customer. Property owners, landlords, property management companies, HOA's may take on the responsibility, but any agreement between those parties and the Customer does not eliminate the Customer's responsibility to BJWSA.

**"I thought this would be something BJWSA does?"**
Installing, maintaining and testing backflow prevention assemblies is the responsibility of the Customer.

**"The installers / testers work for BJWSA, right?"**
While BJWSA sets the Program Requirements and ensures that requirements are met, the contractors that implement the work are hired by the Customer. Installers and Testers are private contractors working for the Customer, not BJWSA.

**"There's already a backflow assembly on my water line? Why are you requesting that I replace it?"**
Typically, when a replacement is requested, the existing backflow prevention assembly is not the appropriate type for the degree of hazard your service presents. If you have questions about the assessment, feel free to call for further explanation.

**"The customer before me had a backflow prevention assembly, but I don't think I need one."**
Different Customers do present different hazards, even at the same location. If your water use is different from the last Customer, contact the Utility Compliance Department to schedule a re-assessment.

**"I don't use my irrigation system. Do I have to test and maintain this backflow prevention assembly?"**
As long as the irrigation system is connected to the public water system the potential for backflow exists. Therefore, all backflow requirements, including annual testing, must be adhered to.

To eliminate Program requirements, the irrigation system must be isolated from the public water system. If the irrigation system is on a separate meter, simply close the account so the meter can be locked or removed. If it is tied to your domestic water service that must remain active, you can have the irrigation system “cut and capped”. The customer must request an inspection of the “cut and cap” and sign an Acknowledgement of Understanding agreeing to notify BJWSA of any changes to this condition.