



Fire Hydrant Meter Program  
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## **Guidelines and Procedures for Proper Meter Hydrant Connections**

To protect the public safety and security of the Albuquerque Bernalillo County Water Utility Authority (WUA) water supply, all meter hydrant connections shall be in accordance with the Conditions of Service of the Fire Hydrant Meter Permit, the City of Albuquerque Cross Connection Prevention and Control Ordinance § 6 2 7 Requirements, and the WUA Guidelines and Procedures for Proper Meter Hydrant Connections. Contractors permitted to use a hydrant meter need to know and understand proper hydrant operation procedures as they are the party ultimately responsible for improper meter hydrant connections or any other improper operation of a hydrant.

**The contractor is responsible to teach proper operation procedures to all employees using hydrants. This includes water truck drivers or any other employees of the company that operate hydrants for any reason.**

### **Meter Hydrant Connection Procedures:**

1. Perform a safety check of the hydrant. Check the hydrant visually, and shake the hydrant with your hands to make sure it is rigid (Do not use a moveable hydrant – they are dangerous and serious injury to the operator may result). Check the hydrant to ensure the caps are tight.
2. Remove hydrant nozzle cap.
3. Attach metering device and hose and install braced support. All meter hydrant connections must include a backflow prevention method or device acceptable to the WUA at all times.
4. Open hydrant **slowly**. It should take more than 60 seconds to fully open to prevent surging on the water system. If possible, open completely to shut off drip drain while hydrant is in use.
5. The discharge end of the hose should not be inserted under any circumstances, into a tank or container underwater or laid on the ground to make it lay in its own pool of water. **There must be at all times an air gap between the end of the water hose and the container.**
6. Upon filling the tank or upon completion of permitted use, slowly close hydrant valve.
7. Remove metering device and hose.
8. Replace nozzle cap and tighten securely.
9. **Meters connected to a hydrant shall not be left unattended. No hydrant shall ever be left without the cap replaced and securely tightened.**

By signing this I agree to; and understand all the terms of this document.

\_\_\_\_\_  
Applicant / Designated Agent's Printed Name

\_\_\_\_\_  
Applicant / Designated Agent's Signature

\_\_\_\_\_  
Date

The use of fire hydrants for your temporary water needs is a privilege, and the Albuquerque Bernalillo County Water Utility Authority (WUA) will not tolerate abuse of this privilege. This includes illegal connections, water theft, vandalism, tampering, failing to replace caps, or damage caused by neglect. Improper connections may result in confiscation of the meter and related connection tools and equipment and termination of the permit. The WUA reserves the right to not issue a hydrant meter permit to any applicant who has violated this policy. **A non meter connection to a fire hydrant constitutes water theft and/or tampering which is a criminal offense with a penalty of up to \$500.00 and/or up to 90 days in jail.**