

FIRE HYDRANT METER PROGRAM

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GUIDELINES AND PROCEDURES FOR PROPER METER HYDRANT CONNECTIONS

Dear Water Authority Customer,

In order for Albuquerque Bernalillo County Water Utility Authority (WUA) to protect the public safety and security of our 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'sp Guideline 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 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. Attach metering device and hose install braced support. All meter hydrant connections must include a back flow prevention method or device acceptable to the WUA at all times.
3. Open hydrant slowly. It should take more than 60 seconds to fully open to prevent surging on the water system. If possible, ope completely to shut off drip drain while hydrant is in use.
4. 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 ties an air gap between the end of the water hose and the container.
5. Upon filling the tank or upon completion of permitted use, slowly close hydrant valve.
6. Remove metering device and hose.
7. Replace nozzle cap and tighten securely.
8. Meters connected to a hydrant shall not be left unattended. No hydrant shall ever be left without the cap replaced and securely tightened.

The use of fire hydrants for temporary water needs is a privilege and the Water Authority will not tolerate abuse of this privilege. Abuse of fire hydrants include illegal connections, water theft, vandalism, tampering, failing to replace caps, or damage caused by neglect. The consequences of improper connections may result in confiscation of the meter, related connection tools and equipment. In addition, the WUA may terminate the hydrant meter 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. This is a violation of the Water Authority's conditions of service and is subject to a connection service charge of \$400 plus tax per occurrence. Violators will be assessed up to a \$1000 charge for unaccounted water usage.**

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

Applicant/Designated Agent's Signature

Applicant/Designated Agent's Printed Name

Date