

Document Owner: Manager Customer Planning

Hydrant Repairs and/or Replacement - Maintenance Procedure

Procedures for hydrant repairs and/or replacements.

Health & Safety and Operational Information

Hazard Indicators



Personal Protection



Health and Safety Information

- Health and Safety documentation.
- Generic Traffic Management Plans or site-specific Traffic Management plan.
- Pedestrian management
- Confined Space Entry
- Asbestos
- Lone worker
- Pressure networks

Operation's & Maintenance Documentation

- Corridor Access Requests (CAR) and WIP Permits (site specific or generic/global)
- Service plans (B4uDig)
- Design drawings
- Site plans
- Notification Calling Cards
- Planned shutdowns

Customer Information (Confidential)

- Vulnerable customers (DHB supplied list)
- Priority customers (WWL)

Priority Customer Categories

- Schools and Childcare
- Commercial premises
- Hospitals
- Retirement Homes/Villages
- Correction Facilities
- Military Installations
- Oil and Gas Refinery

Emergency Procedure / Escalation

Emergency

- In event of service strike to utility/energy source (e.g. fuel, Gas, Power, Water etc.) report immediately to team leader
- Make "Site Safe" and isolate risks to people or property with resources at hand

Escalate if extra resources required or problems occur!

- Escalate to Team Leader and inform of the issues faced and/or expected resources required if necessary.

Additional Documentation

Required Skills, Competencies (Qualifications and/or Certifications)

Competent persons only

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Standard Operating Procedure

Required Equipment

Equipment and Information	Details
Fully Equipped Vehicle	Ensure vehicle, plant, equipment and materials appropriate to the day's work schedule is available
Equipment	Hydrant / Valve Key Disinfection equipment FAC Testing equipment
Materials	Standard set of Hydrant parts and sealants Hydrant box / blocks (as may be required)
Assets	Replacement Standard (tall pattern) Hydrant
Vulnerable & Priority Lists (Confidential)	Ensure you have access to the Vulnerable & Priority Lists

Prepare to do the work

Action	Action Details
Pre Start Process	Complete the Daily Pre Start Planning Reactive Maintenance.
Compliance	Traffic Management Plan - Where required, TMP to be in place prior to work starting. TMP to be accessible on site. State highway TTM may be required in some locations.
Compliance	Some hydrants are in manholes or other chambers. Assess may be confined space entry.

Perform the work

Action	Trade	Action Details
Maintenance	Serviceperson	Undertake all tasks required in the Pre-Start - Planning for Reactive Maintenance.
Maintenance	Serviceperson	If possible operate hydrant to stop leakage. Flush the hydrant and turn it off. If unsuccessful, carry out required repair/replacement.
Maintenance	Serviceperson	Determine items required for replacement or repair
Maintenance	Serviceperson	Carry out the 'Planned Shutdown' or 'Unplanned Shutdown' procedure if required to complete this work prior to any further maintenance repairs or replacement. Excavate if necessary to carry out repair or replacement
Maintenance	Serviceperson	Repair/replace using approved materials. Repair, reset or replace hydrant box, replace valve blocks if necessary (level using metal shims only) Perform basic hydrant maintenance: - Remove nozzle caps and inspect threads - Replace any missing caps and chains. - Clean and lubricate nozzle threads. - Check barrel for cracks. - Open and close hydrant a few times; check for ease of operation and test isolation valve.
Maintenance	Serviceperson	Flush and disinfect pipes to ensure no contamination has occurred during installation procedures
Maintenance	Serviceperson	Restore water supply and flush affected pipework as per the 'Planned' or 'Unplanned' shutdown procedure
Record	Serviceperson	Collect water sample for chlorine residual (FAC) from Hydrant - Take after 2 or 3 minutes of flushing and clear water is flowing.

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		Record the test results in the work order meters section on the Ipad.
Record	Serviceperson	Collect water sample for turbidity from flowing hydrant - Take at end of flushing just prior to closing the hydrant.
Maintenance	Serviceperson	If level excavated, carry out reinstatement to ground
Maintenance	Serviceperson	Ensure all lids and covers are refitted and secured or locked as required
As Built	Serviceperson	As Built - New / Change / Decom (Reticulation or Utilities) Process Complete the appropriate form for update of the asset data
Closure	Serviceperson	Carry out work order closure procedures as per Reactive Maintenance - Generic Maintenance Procedures