

Document Owner: Manager Customer Planning

Air Valve Inspection or Service - Planned Maintenance

Scope/Purpose: Maintenance, repairs, and replacement of air release valves in the distribution system.

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.
- Confined Space Entry
- Tripod and safety harness
- Gas detector

Operation's & Maintenance Documentation

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

Customer Information (Confidential)

Priority Customer Categories

Emergency Procedure / Escalation

- Emergency**
- 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 NZ Certificate in Infrastructure Works Level 3 or higher (or similar) with water strand

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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.
Specialist Equipment	Ensure specialist equipment required is available for utilisation. Other equipment required could include: <ul style="list-style-type: none"> • Harnesses • Lanyard • Rescue Tripod • Gas Detector • Standby person
Specialist Materials & Parts	Ensure you have loaded up all the required air valve parts and materials required to undertake the maintenance work to be completed.

Prepare to do the work

Action	Action Details
Pre-Start Process	Complete the Daily Pre-Start - Planning Maintenance <ul style="list-style-type: none"> - Include Hazard ID - Include Pre-Start Tailgate Meeting Undertake all tasks required in the Generic Planned Maintenance SOP.
Compliance	Traffic Management Plan - Where required, TMP to be in place prior to work starting. TMP to be accessible on site. If only affected by foot traffic, set up delineator cones and barrier cone bars.
Compliance	Confined Space entry, procedure to be carried out if chamber access is required for any maintenance works

Perform the work

Action	Trade	Action Details
Hold Point	Licensed operator	Implement TMP. Review and update if required to suit site conditions. Review Daily Pre-start before work commences.
Location	Licensed operator	Ensure correct location of air release valve using GIS and As- Built drawings to validate
Maintenance		Remove lid and place in safe position to avoid a trip while work is being undertaken. If Air release valve is submerged, then escalate to complete child work order for remedial work. Pump out chamber if required to avoid contaminated water entering valve when carrying out maintenance Close isolation valve and ensure no stored pressure in air release valve before removing all or part of valve before carrying out maintenance schedule If no isolation valve, then complete child work order to arrange a maintenance shutdown and isolation valve installation. When maintenance has been completed, slowly open isolation valve Reinstate chamber lid, ensuring a snug fit that won't be impacted by traffic. Note condition and paint quality and complete child work order if remedial work is required