Survey of Premise Isolation Field Guide
Backflow Prevention Program

The following is a field guide to the required survey information. For more information on the Backflow Prevention Program, please refer to ottawa.ca/backflow.

GENERAL INSTRUCTIONS:

A. Complete one survey per water metering account.
B. You have the option to submit the survey of premise isolation per building or per property. Please refer to the attached illustrations for explanation.
C. All fields are required unless otherwise indicated.
D. Only a "Qualified Person" as defined in City of Ottawa Water Bylaw 2013-360, as amended, is permitted to complete this survey and make recommendations for remedial actions.

SURVEY FIELD GUIDE:

Upon entering the building/owner contact information, the surveyor must verify whether premise isolation measures are **currently required** at this metered location in accordance with Water Bylaw 2013-360, as amended. If the surveyor deems it to be unnecessary, the reasons must be provided before advancing to the "Fire Protection System – Backflow Prevention Information" section.

Building Information Section

For metered locations where premise isolation is currently required, identify the following:

- Building's use category (Industrial/Commercial/Institutional/Residential)
- Number of metered water service connections at this facility
- Highest hazard classification and name of that tenant

Domestic Water System - Backflow Prevention Information Section

Identify the following:

- Presence or absence of a backflow assembly in place currently
- If premise isolation currently is achieved at the metered connections near the property line or at the building's water entry
- Type of backflow assembly currently in place (RP or DCVA)
- Assembly's fitting size (in inches)
- Manufacturer's name, model number and serial number
- A clear description of the backflow assembly location inside the building
- Date the assembly was last tested, name of testing company, and whether the installation was done correctly to achieve premise isolation
- If the service main pipe has a parallel branch (provide the backflow prevention information for the primary and secondary backflow devices in parallel)

Fire Protection System – Backflow Protection Information Section

Identify the following:

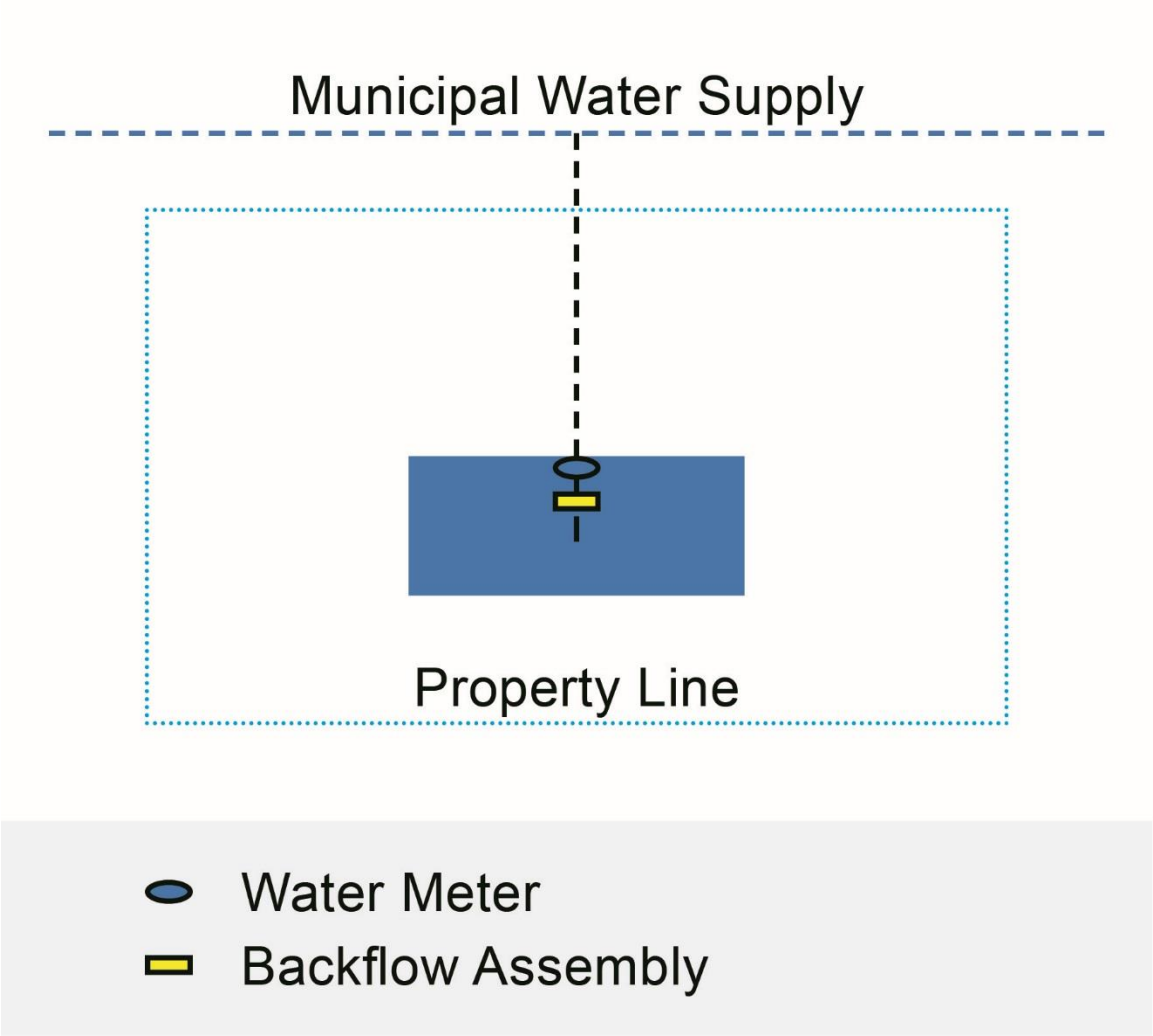
- If the building is sprinklered
- Whether the fire service pipe layout poses a risk of backflow to the City's drinking water (describe how and why).
- Measures that are currently in place for backflow prevention at the fire protection system
- Existing assembly information (refer to the previous section)

Surveyor's Declaration

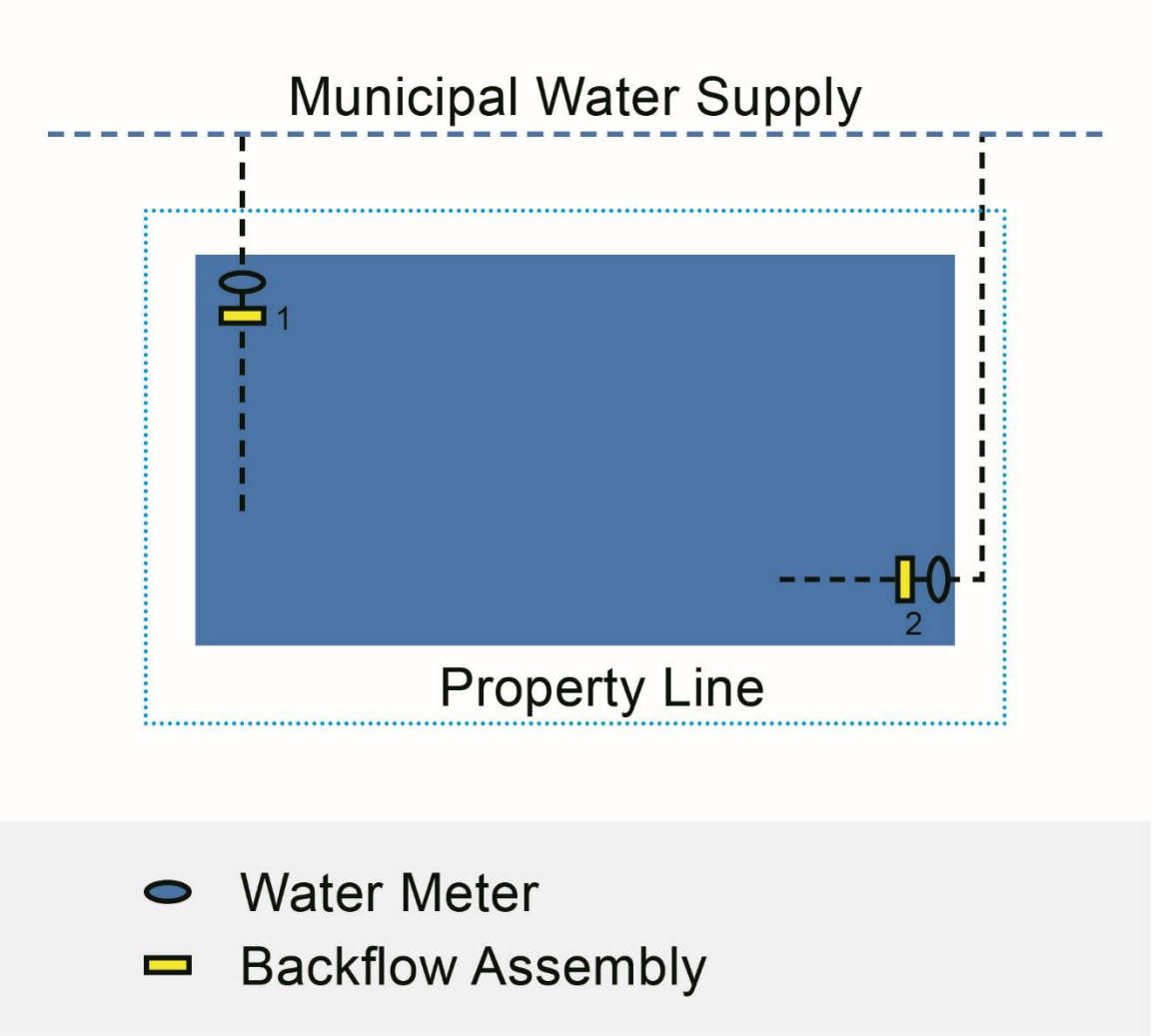
Upon completion of the above information sections, the Surveyor must authenticate the Surveyor's Declaration section **before** submitting the finished survey.

ILLUSTRATIONS

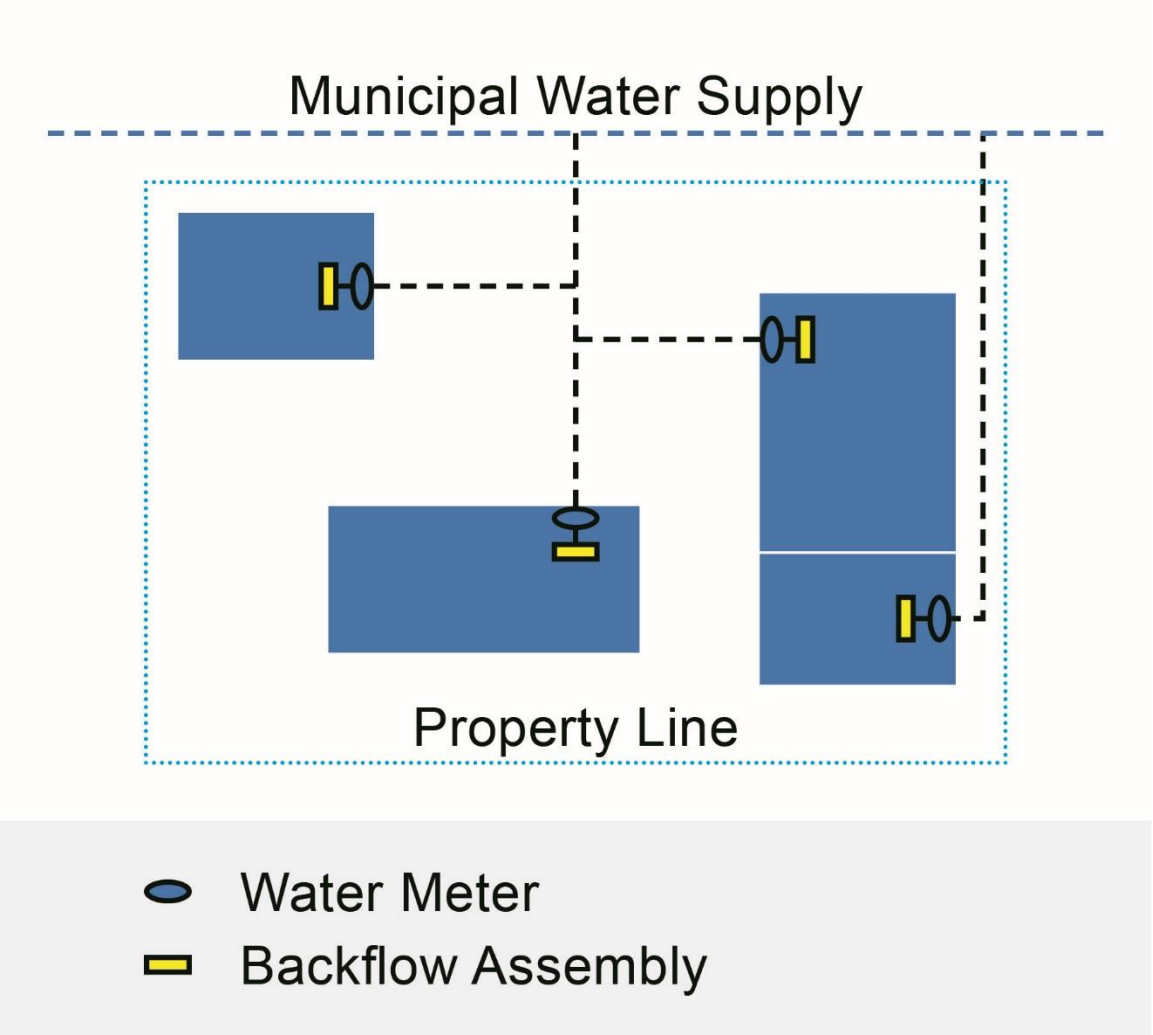
I. Acceptable Premise Isolation Approach "At Meter" for a Standalone Building with One Water Connection



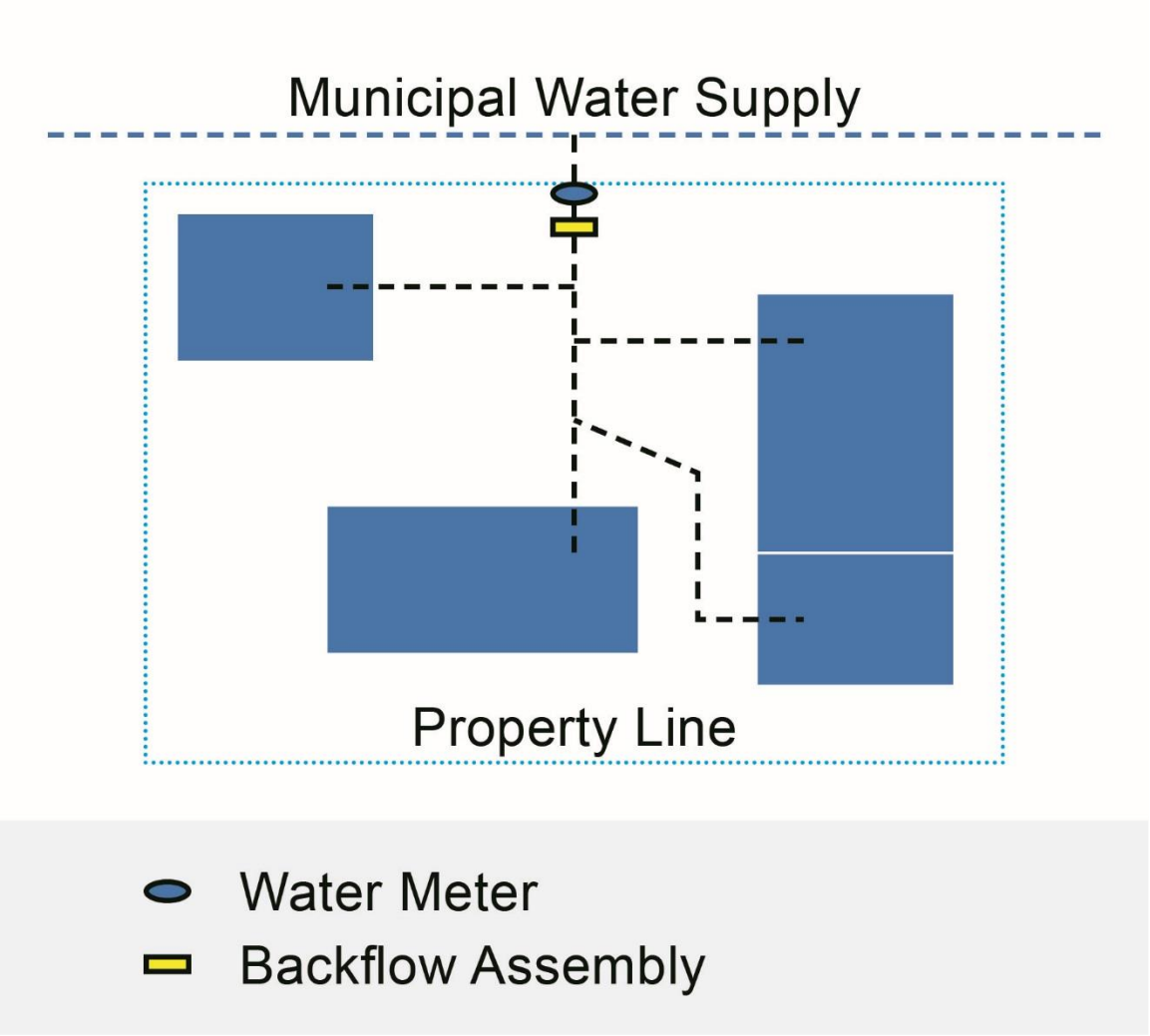
II. Acceptable Premise Isolation Approach "At Meter" for a Standalone Building with Multiple Water Connections



III. Acceptable Premise Isolation Approach "At Meter" for Campus Arrangements



IV. Acceptable Premise Isolation Approach at Property Line



V. Typical Risks of Cross Connection at the Domestic and Fire Supply Pipes Where No Backflow Prevention Measure in Place