



CROSS CONNECTION CONTROL PLAN

For

White Lake Township

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1. INTRODUCTION

In accordance to the requirements set forth by the Michigan Department of Environment, Great Lakes and Energy (EGLE), White Lake Township has officially adopted the State of Michigan cross connection rules R325.11401—325.11407, Part 14 of PA 399 of 1976, MCL 325.1001 to 325.1023 and known as the Safe Drinking Water Act to protect the public water supply system. A cross connection is defined as a real or potential connection or arrangement of piping or appurtenances through which a backflow could occur. Backflow is defined as the undesirable reversal of flow of water of questionable quality, wastes or other contaminants into a public water supply. The purpose of this program is to avoid contamination of the public water supply by preventing and eliminating cross connections. It is the White Lake Township's intent to carry out a comprehensive and effective cross connection control program (CCCP) to ensure public health is protected and the requirements of the Michigan Safe Drinking Water Act are complied with.

2. AUTHORITY

The authority to carry out and enforce the local CCCP is provided from Township Ordinance Sec. 38-245 (see Appendix A), the Michigan Safe Drinking Water Act (Act 399), the Best Practices Manual for Cross Connection Control prepared by the department, office of Drinking Water and Municipal Assistance, Michigan Plumbing Code, and Michigan Residential Code.

2.1. Inspector/Designated Agent

The White Lake Township or Designated Agent (Authority/Agent) conducting inspections on behalf of White Lake Township must be designated/approved by White Lake Township. The Authority/Agent must meet both 1) an experience component and 2) a certification/training component. Acceptable components are as follows:

Experience

- Be employed by a Utility, Water Purveyor, Building Department, or body of jurisdiction and must meet the qualifications and training requirements as dictated by the Authority conducting inspections/surveys on behalf of White Lake Township
- Have held a similar position (CCC Inspector) with a previous municipality
- One year full time experience in conducting cross connection control inspections in commercial, institutional and industrial facilities

Certification/Training

- Meet American Society of Sanitary Engineer Standards (ASSE) 5120 and completed their Cross Connection Inspector Course (40 hours)
- Possess a certificate of completion from one of the following:
 - USC *Cross Connection Control Specialist Course* (40 hours)
 - TREEO *Cross Connection Control Program Manager Course* (40 hour)
 - Michigan Plumbing and Mechanical Contractors Association, *Backflow Preventer Training Program* (24 hour)
- Other approved cross connection courses for surveying, as approved by the Authority for conducting inspections/surveys on behalf of White Lake Township. Submission requirements for approvals must include the following:
 - Course outline
 - Date of attendance
 - Outline of test questions
 - Categories and grading criteria
 - Certificate of satisfactory completion

3. PROGRAM APPROACH

The objectives of this program will be met primarily by:

- Routinely inspecting water customers for cross connections or potential cross connections.
- Requiring water customers to test backflow prevention assemblies.
- Maintaining cross connection control records.
- Actively enforcing violations of the program.
- Providing public education.
- Reporting the status of the program to the Michigan EGLE.

White Lake Township shall ensure that there are adequate personnel and resources to carry out the necessary field and administrative requirements for this program. White Lake Township adopts the Michigan EGLE, Water Bureau Cross Connection Rules Manual as a guide to prevent and eliminate cross connections.

4. INSPECTIONS

The water connections and plumbing systems of all water customers or accounts shall be initially inspected for the presence of cross connections. As a result of the initial inspection, a detailed record of each account shall be established (see Section 6). A representative of the water utility or their designated agent shall be responsible for inspections. Individuals responsible for conducting inspections shall have obtained sufficient training on cross connection rules, identification, and corrective actions.

Inspections shall consist of entering a facility from the point where water service enters the facility (usually the meter) and tracing the piping to each end point of use. Using the inspection forms in Appendix B the inspector shall identify and note the location and nature of any direct and potential cross connections, location and details of backflow prevention devices, and other pertinent information. Inspectors having proper identification shall be permitted to enter the building/premises at reasonable times for the purpose of cross connection inspections. If the inspector is refused proper access or if customer plumbing is untraceable, White Lake Township will assume a cross connection is present and take the necessary action to ensure the public water supply is protected.

The highest priority for inspections shall be placed on facilities that pose a high degree of hazard, that have a high probability that backflow will occur, or are known/suspected to have cross connections.

Once initial inspections are complete then a re-inspection frequency shall be determined for each account based on the degree of hazard and potential for backflow. The MEGLE Cross Connection Rules Manual will be a guide in classifying the degree of hazard of each account. However, in general, situations in which backflow could cause illness or death shall be considered high hazard. Non-Residential and residential accounts that pose a high hazard or have a high potential for backflow to occur, must be re-inspected at least once per year. All other non-residential accounts must be re-inspected once every 1-5 years based on the degree of risk. All other residential accounts must be inspected a minimum of once every 10 years. Other factors such as new construction, water quality complaints, or anomalies in customer billing, may prompt an immediate re-inspection. After initial cross connection inspections are complete, a comprehensive list or inventory of all backflow prevention devices shall be on record including all pertinent data.

Following an inspection, White Lake Township shall inform the customer of their compliance status with the cross connection rules. Template notices in Appendix D and E may be used to inform customers of upcoming inspections, required corrective actions, compliance status, etc.

4.1 Request for Internal Cross Connection Control Information

The Authority has the legal right to request specific cross connection control information to include but not limited to piping information, piping drawings or information related to a specific point of water use in relation to cross connections. The Authority shall issue a request notice for any one of the following:

- Facility is determined by the Inspector to be large and/or complex requiring considerable amount of additional time to inspect
- Facility does not allow for free and unlimited access to areas requiring inspection/survey
- Piping configurations are complex
- Piping is not readily accessible. (i.e. concealed piping)
- Multiple piping systems
- Inadequate piping identification
- Facility changes their plumbing configurations on a regular frequency
- Secondary/auxiliary water sources
- Manufacturing/use of industrial fluids in piping systems or facility operations
- Refusal of entry
- No current as-built/engineering drawings of the potable water system

If, the Authority/Agent is not able to complete an inspection the property owner must, at their own expense, have the plumbing inspected for cross-connections by a certified firm or individual that has met the requirements in [Section 2.1](#).

4.2 Submission of Internal Cross Connection Control Information

Information that must be included is as follows:

- Methodology used to conduct the survey
- General facility overview
- List of violations/requirements - information must include the following:
 - Type of backflow prevention device to be installed
 - Size of backflow prevention device to be installed
 - Location description/remarks to include what the backflow prevention device will be supplying
- List of all existing backflow prevention devices (both testable and non-testable). Information that must be included is as follows:
 - Type of backflow prevention device installed
 - Size of backflow prevention device installed
 - Manufacturer of backflow prevention device to include:
 - Model
 - Serial number
 - Location description/remarks
- A proposed plan for the correction of violations/requirements must be submitted along with a proposed time table for completion
- Drawings of the facility's potable water piping system may be required

4.3 Containment

“Containment” * is the installation of a backflow prevention device between the facility and public distribution systems. Containment assures there is no chance for water of questionable quality to leave a facility and to enter the public distribution system.

While a facility may be contained, the Authority may still require an inspection downstream of the containment device(s). It is the responsibility of the facility to provide potable water at all times to its employees and/or public. Failure on the facility's part to take corrective action would constitute a violation thus exposing the facility to possible legal ramifications.

A Containment Notice will be issued for any one of the following:

- Facility determined to be high hazard
 - Refusal to comply with the normal steps for non-compliance
 - Facility does not allow free and unlimited access to areas requiring inspection/survey
 - Piping not differentiable or determined to be complex
 - Piping is not readily accessible (i.e. concealed piping)
 - Multiple piping systems
 - Inadequate piping identification
 - Facility changes their plumbing configurations on a regular frequency
 - Secondary/auxiliary water sources
 - Manufacturing/use of industrial fluids in piping systems or facility operations
 - Refusal of entry
 - No current as-built/engineering drawings of the potable water system
- * Containment assembly(s)/device(s) does not negate the facility's responsibility to ensure the internal water system is protected utilizing appropriate backflow prevention methods.

5 APPLICATION OF BACKFLOW PREVENTERS

The following table outlines acceptable backflow protection for certain types of cross connection conditions that may be encountered. The table is to be used as a guideline in determining adequate cross connection control measures, not as an absolute requirement, see Appendix G for sample installation schematics.

Backflow Preventer Type	Degree of Hazard	Application	Applicable Standard
Backflow prevention assemblies:			
Double Check Valve Assembly (DCV)	Low hazard	Backpressure or backsiphonage	ASSE 1015, AWWA C510, CSA B64.5, CSA B64.5.1
Double Check Detector Assembly (DCDA)	Low hazard	Backpressure or backsiphonage	ASSE 1048
Pressure Vacuum Breaker Assembly (PVB)	High or low hazard	Backsiphonage	ASSE 1020, CSA B64.1.2
Reduced Pressure Principle Backflow Prevention Assembly (RPBP)	High or low hazard	Backpressure or backsiphonage	ASSE 1013, AWWA C5411, CSA B64.4, CSA B64.4.1
Reduced Pressure Detector Assembly (RPDA)	High or low hazard	Backsiphonage	ASSE 1047
Spill-resistant Vacuum Breaker Assembly (SVB)	High or low hazard	Backsiphonage	ASSE 1056
Backflow prevention devices:			
Antiphon-type Fill Valve (FV)	High hazard	Backsiphonage	ASSE 1002, CSA B125.3
Atmospheric Vacuum Breaker (AVB)	High hazard	Backsiphonage	ASSE 1001, CSA B64.1.1
Backflow Preventer for Carbonated Beverage Equipment (VMBP)	Low hazard	Backpressure or backsiphonage	ASSE 1022
Backflow Preventer with Intermediate Atmospheric Vent (VDCV)	Low hazard	Backpressure or backsiphonage	ASSE 1012, CSA B64.3
Dual Check (DC)	Low hazard	Backpressure or backsiphonage	ASSE 1024, CSA B64.6
Hose Connection Backflow Preventer (HCBP)	High or low hazard	Low head backpressure or backsiphonage	ASSE 1052, ASME A112.21.3, CSA B64.2.1.1
Hose Bibb Vacuum Breaker (HBVB)	High or low hazard	Low head backpressure or backsiphonage	ASSE 1011, ASME A112.21.3, CSA B64.2, CSA B64.2.1
Anti-frost Hose Bibb Vacuum Breaker	High or low hazard	Low head backpressure or backsiphonage	ASSE 1011, ASME A112.21.3, CSA B64.2, CSA B64.2.1
Lab Faucet Vacuum Breaker (LFVB)	High or low hazard	Backsiphonage	ASSE 1035, CSA B64.7

Backflow Preventer Type	Degree of Hazard	Application	Applicable Standard
Backflow prevention devices:			
Vacuum Breaker Wall Hydrants (HBIVB)	High or low hazard	Low head backpressure or backsiphonage	ASSE 1019, ASME A112.21.3, CSA B64.2.2
Other means or methods:			
Air Gap (AG)	High or low hazard	Backsiphonage	ASME A112.1.2
Air Gap Fittings for use with Plumbing Fixtures, Appliances and Appurtenances	High or low hazard	Backsiphonage	ASME A112.1.3
Barometric Loop	High or low hazard	Backsiphonage	MI Plumbing Code Sec. 608.13.4

6 TESTING BACKFLOW PREVENTION ASSEMBLIES

When inspections have been completed, a comprehensive list of backflow preventers installed on customer plumbing systems will be on record. The backflow preventers that are testable assemblies shall be placed on a routine testing schedule. All testable assemblies will be tested upon installation, upon repair and on an annual basis.

Upon notice from White Lake Township, it shall be the responsibility of the water customer to arrange and absorb any costs associated with assembly testing and subsequent repair/replacement of backflow prevention assemblies.

Following the initial cross connection inspections and subsequent classification of accounts (e.g. assigning a degree of hazard), assembly testing notices shall be sent to non-residential water customers annually. Residential water customers shall receive testing notices every 3 years or every 5 years for non-chemically treated lawn irrigation systems. The notices shall be sent out in a timely manner to provide adequate time for customers to comply, and the timing will consider seasonal assemblies. Template notices in Appendix D may be used to inform customers of testing requirements. These notices will:

- Clearly identify the assembly requiring testing (size, make, model, location, etc.)
- Stipulate the date by which the assembly must be tested.
- Indicate that tests must be completed by a certified tester. A list of approved testers may be provided and updated lists may be obtained from EGLE.
- Enclose either a standard test form (see Appendix E) or a list of testable backflow prevention assemblies.

When assembly testing reports are received by the utility, they will be checked for the following:

- All the necessary information was provided
- Name and certification number of the tester is provided
- The test results appear valid
- The assembly tested matches the assembly requiring testing (Make, Model, etc.)
- The assembly is approved

Test results are only valid if testing was performed by an individual holding an active ASSE 5110 certification.

Cross connection control program staff will follow up with owner or tester on questionable test forms. A customer may be asked to have an assembly retested if the original test results do not appear valid. Test forms must be received and kept on record for each required test.

7 RECORD KEEPING

A system of cross connection record keeping shall be maintained. Special software specifically for cross connections may be used for:

- Efficient record searches
- Easy reporting
- Simple updating
- Automatic letter generation
- Automatic deadline notification

All cross connections account information must be in the records including:

- Address and location
- Owner name and contact information
- List of testable assemblies
- Description of other cross connections within the facility
 - Air gaps
 - Non-testable assemblies
- Degree of hazard classification and basis
- Required re-inspection frequency
- Photos or sketches if available

All testable assemblies must be in the records including:

- Location of the assembly
- Name and contact information of assembly owner
- Make, model, and size of assembly
- Degree of hazard classification
- Required testing frequency and basis

Tracking changes in water use or tracking new customers is a critical part of the cross connection program. White Lake Township shall make every attempt to prevent/eliminate cross connections at installations to ensure future compliance. An effort shall be made to cooperate and communicate with the local plumbing code inspector to better accomplish this goal.

Standard letter, form, and report templates may be used to simplify the program requirements including:

- Inspection forms
- Assembly testing forms
- Inspection and/or assembly testing notification letters
- Noncompliance letters
- Water service termination notice
- Hydrant use authorization forms

Copies of the written cross connection control program, ordinance, and EGLE approval letter should be kept on file. Copies of EGLE annual reports shall be kept for a minimum of 10 years.

8 ENFORCEMENT

To protect public health, water customers found to be in violation of the cross connection rules will be brought into compliance in a timely manner or lose their privilege to be connected to the public water system. To properly enforce these rules the White Lake Township ordinance provides authority to inspect facilities, terminate water service, and assess fines.

Following an inspection, the customer will be sent either a compliance notice or a non-compliance notice. The timeframe to complete the necessary corrective actions is at the discretion of the utility and will be based primarily on the degree of risk posed by the violation but should also consider the complexity/cost of the necessary corrective actions. Cross connections that pose an imminent and extreme hazard shall be disconnected immediately and so maintained until proper protection is in place. Cross connections that do not pose an extreme hazard are generally expected to be eliminated within 30-60 days. The necessary corrective action and deadline shall be described in the non-compliance notice to the customer.

Failure to submit a test form for a backflow prevention assembly that has successfully passed testing requirements constitutes a cross connection and must be corrected and may result in the termination of water service and/or the assessment of a fine(s).

If a water shut off is necessary to protect the public water system, the local health department, fire department, local law enforcement, and White Lake Township Supervisor may need to be notified.

9 NEW SERVICE INSPECTION

9.1 Procedures

All plumbing plans and permits for a proposed building shall be reviewed by the Authority, Plumbing Inspector, Building Inspector and building contractor(s). The Authority's Cross Connection Control Plan and Backflow Prevention requirements will be reviewed with the responsible party.

9.2 Inspections

The Authority/Designated Agent conducting the cross connection control inspection shall inspect the building for compliance with the Cross Connection Control Program.

9.3 Compliance

Upon completion of the cross connection control inspection and determination that the building is in compliance and has met any required actions of this plan, a certificate of occupancy and water service may be initiated as applicable.

9.4 Non-Compliance

If the building does not comply with the Cross Connection Control Program the Authority shall enforce this plan as required. The water service and the certificate of occupancy will not be initiated until compliance is achieved and approved.

10 PUBLIC EDUCATION

The cross connection control program staff must have a good understanding of the program. White Lake Township shall ensure their cross connection control staff receives proper in-the-field training as well as classroom education focusing on terminology, backflow prevention devices/assemblies, regulations, and hydraulic concepts. In addition, cross connection control staff will be encouraged to receive continuing education to be made aware of new backflow prevention devices/assemblies, regulation changes (i.e. plumbing code updates), new water use devices that pose cross connection concerns, etc.

Furthermore, attempts to educate the public about cross connections will be made by distributing pamphlets on common residential cross connections, visiting schools, providing onsite education of facility management and maintenance staff during routine inspections, speaking at condominium association meetings, showing videos on local access channels, or posting newspaper announcements.

Cross connection staff shall also be available upon request to provide backflow prevention education to pertinent community officials and White Lake Township employees.

11 ANNUAL REPORT

Part 14 of the Michigan Safe Drinking Water Act requires that each community report the status of their program to EGLE annually. The report summarizes testing, inspection, and corrective action efforts. Cross connection records shall be on file to document each number on the report. The annual report form shall be filled out completely and submitted by the deadline. A narrative description shall be included explaining any unusual numbers or significant events such as:

- The addition or loss of a cross connection staff person
- Greatly expanded/contracted number of cross connection accounts
- Status of accounts not currently in compliance

APPENDIX A - LOCAL ORDINANCE

Sec. 38-245. - Cross connection.

(a) All cross connections between any type of water supply and the municipal water system are strictly prohibited. In the event a cross connection is discovered, the water will be turned off at the curb cock until the cross connection is severed. No direct connection of any type to a sewer line shall be allowed. The Township adopts by resolution, the White Lake Township Cross Connection Control Plan, as may be amended from time to time, and has been approved by the State of Michigan Department of Environment, Great Lakes, and Energy.

(b) Individuals responsible for carrying out the cross connection inspections and re-inspections shall have obtained necessary training through any available manuals on cross connection *prevention*, including the cross connection rules manual as published by the State Department of Environment, Great Lakes and Energy and attendance of any cross connection training sessions sponsored by the State of Michigan Department of Environment, Great Lakes, and Energy.

(c) The time allowed for correction or elimination of any cross connection found shall be as follows:

(1) Cross connections that pose an eminent and extreme hazard shall be disconnected immediately and so maintained until necessary protective devices or modifications are made.

(2) Cross connections that do not pose an extreme hazard to the water supply system but nevertheless constitute a cross connection should be corrected within a reasonable period of time. The length of time allowed for correction should be reasonable and may vary depending on the type of device necessary for protection. The Township Water Department shall indicate to each customer where a cross connection is found to exist, the time period allowed for compliance (30 to 60 days usually sufficient time for small devices).

(d) Sufficient data to complete an annual report to the State Department of Environment, Great Lakes and Energy and to monitor the program adequately will be maintained by the water department and their responsible agents. An inspection form will be used during the initial inspection procedure. Inspection forms will be used to monitor the status of the protective device as well as the test results reported by a qualified *backflow preventer* tester. Inspection form will also be used for re-inspection.

(e) In order to ensure against the hazards of cross connections, it will be necessary to periodically and systematically re-inspect for the presence of cross connections. The schedule for reinspection shall be in accordance with the schedule as noted in the cross connection rules manual. Whenever it is suspected or known that modifications have taken place with piping systems serving a particular water customer, re-inspections of the premises will be made.

(f) All *backflow prevention* devices shall be tested upon installation and within 1-5 years thereafter, depending on the degree of hazard, with proper test reports submitted to the water department. Failure to test and report is reason for water supply to be terminated.

APPENDIX B - FIELD FORMS

Facility Comments	
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Facility Information			Mailing Information		
Facility Name:			First:		Last:
Address:			Address:		
Address 2:			Address 2:		
City:	State:	Zip:	City:	State:	Zip:
Phone:	Ext:	Fax:	Phone:	Ext:	Fax:
Contact Name:			Email:		

Inspection Date	Facility Type	Requirements
Inspection Status	Facility Status	Assemblies
Inspection Frequency	Test Cycle	Devices
High Hazard ☐		Last Insp Notice
		Next Insp Notice

Containment:

Potable Supply	Private Well	Reclaim Water
Fire Supply	Surface Water	Grey Water
Containment Existing ☐	Containment Required ☐	FP Properly Protect ☐

Isolation Hazards:

Facility Comments	
Inspector's Name	
Contact's Name	
Contact's Signature	

Sample

Inspection Form

Facility Name:	Service Address:	Insp. Date:
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[illegible]

APPENDIX C ASSEMBLY AND DEVICE LEGEND

Hydro Designs, Inc Device Legend			
A.S.S.E Standard	Legend	Acronym	Testable Device
1001	Atmospheric Type Vacuum Breakers	AVB	No
1002	Anti-siphon Fill Valves (Ballcocks)	ASBC	No
1011	Hose Connection Vacuum Breaker	HBVB	No
1012	Backflow Preventer w/Intermediate Atmospheric Vent	VDCV	No
1013	Reduced Pressure Backflow Prevention Assembly	RPBP	Yes
1015	Double Check Valve Backflow Prevention Assembly	DCV	Yes
1019	Vacuum Breaker Wall Hydrants	HBIVB	No
1020	Pressure Vacuum Breaker Assembly	PVB	Yes
1022	Backflow Preventer for Carbonated Beverage Machine	VMBP	No
1024	Dual Check Valve Type Backflow Preventers	DC	No
1024	Residential Dual Check	RDC	Yes/No
1035	Laboratory Faucet Backflow Preventer	LFVB	No
1037	Pressurized Flushing Devices (Flushometers)	PFD	No
1047	RP Detector Backflow Prevention Assembly	RPDA	Yes
1048	Double Check Detector Backflow Prevention Assembly	DDCV	Yes
1052	Hose Connection Backflow Preventer	HCBP	No
1055	Chemical Dispensing Systems	AG	No
1056	Spill Resistant Vacuum Breaker Assembly	SVB	Yes
1057	Freeze Resistant Yard Hydrant W/Backflow		No
A112.1.2	Air Gap	AG	No
	Single Check Valve	SCV	No

APPENDIX D – NON-RESIDENTIAL PROGRAM NOTICE TEMPLATES

Cross Connection Control Program Inspection Notice

RE: [FACILITYNAME] at [SERVICEADDRESS1]

Dear [GREETING]

The purpose of the White Lake Township Cross Connection Control Program, as defined in Township Ordinance Sec.38-245, is to help eliminate possible contamination of the public water distribution system. There are two required components of the program; 1) site inspection and 2) testing of backflow prevention assemblies.

The [Township designated agent] will be working jointly with inspectors from [Township designated agent] to conduct these inspections. Thank you in advance for your cooperation in this matter.

As part of this program, an inspection of your facility's internal water system is to be completed. Inspectors will be reviewing your water system for connections that could possibly contaminate the water distribution system. The inspection is tentatively scheduled for **[SCHEDULEDDATE]**. Our inspector will do their best to be on site this day, however, we may be on site the day before or after the scheduled date. The inspection must be completed during normal business hours of 8:00 AM to 5:00 PM. If you need a more specific time, please call [Township designated agent] to arrange an appointment.

Any costs associated with the replacement, modification(s), installation, and/or testing of backflow prevention assemblies is the responsibility of the property owner/manager and/or occupant.

You will be notified following the inspection if modification(s) and/or testing of backflow prevention assemblies are necessary. We look forward to working with you in protecting the drinking water supply. If you have any questions or concerns, please contact [Township designated agent] at [Township designated agent number] or visit their website at [Township designated agent website]

Cross Connection Control Program Inspection Compliance Notice

RE: [FACILITYNAME] at [SERVICEADDRESS1]

Dear [GREETING]

The purpose of the White Lake Township Cross Connection Control Program, as defined in Township Ordinance Sec.38-245, is to help eliminate possible contamination of the public water distribution system. There are two required components of the program; 1) site inspection and 2) testing of backflow prevention assemblies.

As part of this program, an inspection of your facility's internal water distribution system was completed on [SCHEDULEDDATE]. Inspectors reviewed your water distribution system for any piping or connections that could possibly contaminate the water distribution system.

Your facility was either found compliant and/or the necessary changes made to comply with local ordinance. This inspection is valid until your facility's next scheduled inspection date. You will receive future notice for your next inspection date.

If your facility has backflow prevention assemblies requiring testing, you will be receiving additional notice detailing test requirements.

If you have any questions or require additional information, please contact **[Township designated agent]** at **[Township designated agent phone number]** or visit their website at **[Township designated agent website]**.

Cross Connection Control Program Containment Compliance Notification

RE: [FACILITYNAME] at [SERVICEADDRESS1]

Dear [GREETING]

A Cross Connection Control inspection was performed at your facility. At that time, it was determined that your facility's potable water system is "contained" by an approved, properly installed backflow prevention device or assembly at the main inlet which is intended to minimize the potential backflow threat to the [White Lake Township's public water system. Therefore, your facility has met the intent of the inspection portion of the Cross Connection Program as defined in Township Ordinance Sec.38-245. Compliance with the inspection portion of the program requirements shall remain in effect until your facility's next scheduled inspection date.

However, to fully meet the intent of the CCC Program, two- (2) items must be addressed:

1. Inspection of the facility: Completed.
2. Successful annual testing of any existing testable backflow prevention assemblies within your facility.

This facility will be in compliance with the Cross Connection Control Program when the existing backflow prevention assemblies are tested this year and at yearly intervals hereafter. When it is necessary to test such assemblies, your facility will receive a notification letter, test forms to be completed by a certified tester for each identified testable assembly, and a list of certified testers within your facility's area. Upon the successful testing of the backflow prevention assembly, please submit a copy of the completed test record(s) to [Township designated agent]

Note, however, it is still possible for existing cross connections within your facility to potentially affect the water quality within your internal plumbing system. The installation of an approved backflow preventer at the main inlet does not relieve your facility of the responsibility of providing potable water to your employees and the public. To comply with all applicable codes and laws, it is recommended that your facility:

- Have a cross connection control survey of the potable water piping system performed within your facility.
- Ensure all piping systems downstream of the containment device/assembly are labeled properly.
- Ensure backflow prevention assemblies connected to the potable water supply within your facility are tested annually.

If you have any questions or require additional information, please contact [Township designated agent]] at [Township designated agent]

Request for Internal Cross Connection Control Information Notice

RE: [FACILITYNAME] at [SERVICEADDRESS1]

Dear [GREETING]

The purpose of White Lake Township Cross Connection Control Program, as defined in Township Ordinance Sec.38-245, is to help eliminate direct and potential hazards to the public water distribution system. A cross connection is an actual or potential connection between the potable water supply and any other environment which may introduce contaminants into the drinking water. We have hired a specialized consulting firm ([Township designated agent] to assist in helping water customers comply with the CCC Program.

There are two required components of the CCC program; 1) Site inspection of your plumbing system, and 2) Compliance with the local CCC Ordinance and State Plumbing Code. [Township designated agent] conducted a cursory CCC assessment of your facility on [LASTSURVEYDATE]. At the time of that initial contact, it was indicated that your facility has not had a thorough cross connection inspection. Due to the size and complexity of your building(s) and plumbing system(s) the Utility cannot undertake the responsibility of the inspection at your facility.

White Lake Township recommends, but does not require, that your company contract [Township designated agent] for your initial CCC inspection. This recommendation is because [Township designated agent] ultimate role in this process would be to “protect the water system” and provide the most cost effective and unbiased opinion of how to correct any cross connections. However, should you choose to select your own contractor, coordination of services is required with [Township designated agent] since they have ultimate approval of our CCC program.

If your company has had a complete Cross Connection Control Survey, please provide inspection/survey results of the entire potable water piping system within your facility along with the following required information:

- Testers Certification number of the person(s) conducting the inspection/survey
- A list of all testable backflow preventers with locations, serial # and Regulated Object #
- A list of all non-testable type backflow preventers with locations
- A list of all water connections with no backflow prevention with locations
- A written plan for correcting any cross connections identified during inspection
- A copy of the survey performed and name and contact information of the company who performed it
- A time frame for correcting all cross connections found during inspection.

If you have any questions or require additional information, please contact [Township designated agent] at [Township designated agent] Your facility's cooperation in this important safety program is greatly appreciated.

Containment Notice

RE: [FACILITYNAME] at [SERVICEADDRESS1]

Dear [GREETING]

The purpose of the WHITE LAKE TOWNSHIP'S Cross Connection Control Program, as defined in Township Ordinance Sec.38-245, is to help eliminate possible contamination of the public water distribution system.

"Containment" is the installation of a backflow prevention device, or a testable assembly between the facility and the public water distribution system. Containment assures there is no chance for water of questionable quality to leave your facility and to enter the public water distribution system.

As authorized by Ordinance [ORDINANCENUMBER], the containment backflow prevention assemblies on the attached list are to be installed immediately after the municipal water meter and before the first tap. If a by-pass around the backflow prevention assembly is required, the by-pass shall also be protected with a backflow prevention assembly of equal protection. **Your facility has 30 days to install the assemblies shown on the attached pages.**

Please be advised that the installation of containment devices does not relieve your facility of the responsibility of providing potable water to its employees and visitors. To comply with applicable laws, and to ensure the integrity of your internal water distribution system, a comprehensive cross connection inspection should be completed. If you have any questions, please contact [Township designated agent] at [Township designated agent phone number].

Inspection Non-Compliance Notice 1

RE: [FACILITYNAME] at [SERVICEADDRESS1]

Dear [GREETING]

The purpose of White Lake Township Cross Connection Control Program, as defined in Township Ordinance Sec.38-245, is to help eliminate possible contamination of the public water distribution system. There are two required components of the program; 1) site inspection and 2) testing of backflow prevention assemblies.

An inspection of your facility's internal water distribution system was completed on [LASTSURVEYDATE]. Inspectors reviewing your water system found connections that could possibly contaminate the public water distribution system. A list of requirements is enclosed.

Requirements on this list must be addressed using only State approved backflow prevention devices. A licensed plumber should be able to assist you with acquiring approved backflow prevention devices. Some backflow prevention devices (assemblies) also require testing by a State Certified Tester. We suggest that the licensed plumber installing the testable assemblies also have the state certification to test assemblies. ***All testable assemblies must be tested immediately at the time of installation.***

These requirements must be completed by [RESPONSEDATE]. After the requirements and devices have been installed (if applicable) please call the number below on or before the date listed above to schedule a compliance inspection. Failure to do so will result in future non-compliant notices.

To arrange for compliance review please contact [Township designated agent] at [Township designated agent]. If you require additional information, please visit their website at [Township designated agent]

Inspection Non-Compliance Notice 2

RE: [FACILITYNAME] at [SERVICEADDRESS1]

Dear [GREETING]

The purpose of the White Lake Township Cross Connection Control Program, as defined in Township Ordinance Sec.38-245, is to help eliminate possible contamination of the public water distribution system. There are two required components of the program; 1) site inspection and 2) testing of backflow prevention assemblies.

An inspection of your facility's internal water distribution system was completed on [LASTSURVEYDATE]. Inspectors reviewing your water system found connections that could possibly contaminate the public water distribution system. **A letter of notification was previously sent to you outlining the required corrective measures.** For your reference, a duplicate list of requirements is enclosed.

Requirements on this list must be addressed using only State approved backflow prevention devices. A licensed plumber should be able to assist you with acquiring approved backflow prevention devices. Some backflow prevention devices (assemblies) also require testing by a State Certified Tester. We suggest that the licensed plumber installing the testable assemblies also have the state certification to test assemblies. ***All testable assemblies must be tested immediately at the time of installation.***

These requirements must be completed by [RESPONSEDATE]. After the requirements and devices have been installed (if applicable) please call the number below on or before the date listed above to schedule a compliance inspection. Failure to do so will result in future non-compliant notices.

To arrange for compliance review please contact [Township designated agent] at [Township designated agent] If you require additional information, please visit their website at [Township designated agent]]

Inspection Non-Compliance – Shut-Off Notice

RE: [FACILITYNAME] at [SERVICEADDRESS1]

Dear [GREETING]

The purpose of the White Lake Township Cross Connection Control Program, as defined in Township Ordinance Sec.38-245, is to help eliminate possible contamination of the public water distribution system. There are two required components of the program; 1) site inspection and 2) testing of backflow prevention assemblies.

As part of this program, an inspection of your facility's internal water distribution system was completed on [LASTSURVEYDATE]. Inspectors reviewing your water system found connections that could possibly contaminate the public water distribution system. Two- (2) previous letters of notification were sent to you outlining the required corrective measures. For your reference, a duplicate list of requirements is attached.

We presently have no record or notification from you that the corrective action has been completed. If you have already completed the requirements, please call the number below to schedule a compliance inspection.

You are hereby notified that in accordance with the [ORGNAME] local ordinance, the water supply to the above noted premises will be discontinued as of _____. Water service may not be resumed until corrective measures have been addressed

To arrange for compliance review please contact [Township designated agent] at [Township designated agent phone number]. If you require additional information, please visit their website at [Township designated agent web address].

Sincerely,

[Name]

[Title]

Cross Connection Control Program Testing Notice

RE: [FACILITYNAME] at [SERVICEADDRESS1][SERVICEADDRESS2]

Reference #: **[REFERENCENUMBER]**

Dear [GREETING]

The purpose of the White Lake Township Cross Connection Control Program, as defined in Township Ordinance Sec.38-245, is to help eliminate possible contamination of the public water distribution system. There are two required components of the program; 1) site inspection, and 2) testing of backflow prevention assemblies.

This correspondence addresses testing of backflow prevention assemblies and is independent of previous correspondence pertaining to site inspection(s). Periodic testing of backflow prevention assemblies is required to ensure proper working order.

Our records indicate it is time for testing of backflow prevention assemblies at your facility. The assemblies required to be tested at this time are listed on the following page(s). Testing should be completed in advance of the completion date noted to allow for repair(s) should they be necessary. Testing of backflow prevention assemblies must be completed by a State approved certified tester. A partial listing of testers available in your area can be viewed on [Township designated agent] website at [Township designated agent website]
Following completion of testing and/or repairs, all test results must be entered electronically by your plumber &/or certified tester at [\[Township designated agent\]](#) Test forms will no longer be accepted via mail, fax or email.

Completed test forms are to be entered online by [RESPONSEDATE]. Please retain a copy of the report for your records.

If you have any questions or require additional information, please contact [Township designated agent] at [Township designated agent phone number] or visit their website at [Township designated agent website]

THE FOLLOWING PAGE(S) MUST BE FORWARDED TO YOUR TESTER

INSERT CLIENT LOGO

Cross Connection Control Program Testing Notice

Sample Person
12345 Somewhere
City, St, Zip

Print Date: [PRINTDATE]

Dear Water Customer, please provide this page(s) to your tester.

ATTENTION TESTERS: This correspondence addresses testing of backflow prevention assemblies. Following completion of testing and/or repairs, all test results must be submitted online at [Township designated agent]. Test forms will no longer be accepted via mail, fax or email. A onetime registration process must be completed by each tester before any test results will be accepted. Assistance with the registration and test form entry process can also be found at [\[Township designated agent\]](#) Testers will be required to provide the reference number listed below upon submission of test results for each facility where testing has been completed. If you have any questions or require additional information, please contact [Township designated agent] [Township designated agent phone number]
Completed test forms are to be entered online by 09/15/2017.

RE: Facility For Sample Notice at 12345 Somewhere

Reference #: 4C5DA5A9E

Device	Protection	Manufacturer	Model	Serial #	Size	Test Date	Test Status
Location/Comments:							
Line PSI:		CV1:		CV2:		RV:	

Cross Connection Control Program Testing Notice #2

RE: [FACILITYNAME] at [SERVICEADDRESS1][SERVICEADDRESS2]

Reference #: **[REFERENCENUMBER]**

Dear [GREETING]

The purpose of the White Lake Township Cross Connection Control Program, as defined in Township Ordinance Sec.38-245, is to help eliminate possible contamination of the public water distribution system. There are two required components of the program; 1) site inspection, and 2) testing of backflow prevention assemblies.

This is your second notice pertaining to testing of backflow prevention assemblies and is independent of previous correspondence pertaining to site inspection(s). Periodic testing of backflow prevention assemblies is required to ensure proper working order.

Our records indicate it is time for testing of backflow prevention assemblies at your facility. The assemblies required to be tested at this time are listed on the following page(s). Testing should be completed in advance of the completion date noted to allow for repair(s) should they be necessary. Testing of backflow prevention assemblies must be completed by a State approved certified tester. A partial listing of testers available in your area can be viewed on [Township designated agent] website at [designated agent website](#).

Following completion of testing and/or repairs, all test results must be entered electronically by your plumber &/or certified tester at [Township designated agent](#) Test forms will no longer be accepted via mail, fax or email.

Completed test forms are to be entered online by [RESPONSEDATE]. Please retain a copy of the report for your records.

If you have any questions or require additional information, please contact [Township designated agent] at [Township designated agent phone number] or visit their website at [Township designated agent](#).

THE FOLLOWING PAGE(S) MUST BE FORWARDED TO YOUR TESTER

INSERT CLIENT LOGO

Cross Connection Control Program Testing Notice

Sample Person
12345 Somewhere
City, St, Zip

Print Date: [PRINTDATE]

Dear Water Customer, please provide this page(s) to your tester.

ATTENTION TESTERS: This correspondence addresses testing of backflow prevention assemblies. Following completion of testing and/or repairs, all test results must be submitted online at [Township designated agent]. Test forms will no longer be accepted via mail, fax or email. A onetime registration process must be completed by each tester before any test results will be accepted. Assistance with the registration and test form entry process can also be found at [\[Township designated agent\]](#). Testers will be required to provide the reference number listed below upon submission of test results for each facility where testing has been completed. If you have any questions or require additional information, please contact [Township designated agent] at [Township designated agent phone number].

Completed test forms are to be entered online by 09/15/2017.

RE: Facility For Sample Notice at 12345 Somewhere

Reference #: 4C5DA5A9E

Device	Protection	Manufacturer	Model	Serial #	Size	Test Date	Test Status
Location/Comments:							
Line PSI:		CV1:		CV2:		RV:	

Testing Shut-Off Notice

RE: [FACILITYNAME] at [SERVICEADDRESS1][SERVICEADDRESS2]

Reference #: **[REFERENCENUMBER]**

Dear [GREETING]

The purpose of the White Lake Township Cross Connection Control Program, as defined in Township Ordinance Sec.38-245, is to help eliminate possible contamination of the public water distribution system. There are two required components of the program; 1) site inspection, and 2) testing of backflow prevention assemblies.

This your third notice pertaining to testing of backflow prevention assemblies and is independent of previous correspondence pertaining to site inspection(s). Periodic testing of backflow prevention assemblies is required to ensure proper working order.

Our records indicate it is time for testing of backflow prevention assemblies at your facility. The assemblies required to be tested at this time are listed on the following page(s). Testing should be completed in advance of the completion date noted to allow for repair(s) should they be necessary. Testing of backflow prevention assemblies must be completed by a State approved certified tester. A partial listing of testers available in your area can be viewed on [Township designated agent] website at [Township designated agent website](#).

You are hereby notified that in accordance with local ordinance, the water supply to the above noted premises will be discontinued as of **[RESPONSEDATE]**. Water service may not be resumed until corrective measures have been addressed.

Following completion of testing and/or repairs, all test results must be entered electronically by your plumber &/or certified tester at [Township designated agent](#). Test forms will no longer be accepted via mail, fax or email.

If you have any questions or require additional information, please contact [Township designated agent] at [Township designated agent phone number] or visit their website at [Township designated agent website]

Sincerely,

[NAME]
[TITLE]

INSERT CLIENT LOGO

Cross Connection Control Program Testing Notice

Sample Person
12345 Somewhere
City, St, Zip

Print Date: [PRINTDATE]

Dear Water Customer, please provide this page(s) to your tester.

ATTENTION TESTERS: This correspondence addresses testing of backflow prevention assemblies. Following completion of testing and/or repairs, all test results must be submitted online at [Township designated agent]. Test forms will no longer be accepted via mail, fax or email. A onetime registration process must be completed by each tester before any test results will be accepted. Assistance with the registration and test form entry process can also be found at [\[Township designated agent\]](#). Testers will be required to provide the reference number listed below upon submission of test results for each facility where testing has been completed. If you have any questions or require additional information, please contact [Township designated agent @ agents phone number].

Completed test forms are to be entered online by 09/15/2017.

RE: Facility For Sample Notice at 12345 Somewhere

Reference #: 4C5DA5A9E

Device	Protection	Manufacturer	Model	Serial #	Size	Test Date	Test Status
Location/Comments:							
Line PSI:		CV1:		CV2:		RV:	

APPENDIX E – RESIDENTIAL PROGRAM NOTICE TEMPLATES

Cross Connection Control Program Inspection Notice

***RE*Residence at [SERVICEADDRESS1]**

Dear Water Customer,

The Township is required under Public Act 399, Part 14, to maintain a cross connection control program to identify and eliminate any possible connections that could contaminate the public water system. The Township has implemented a program for its commercial and industrial customers for a number of years; however, in order to fully comply with this State mandate, we must now include residential customers as part of this program. An inspector from White Lake Township will be in your neighborhood within the next two weeks reviewing the **exterior** of your home for connections that could possibly contaminate the water distribution system. A typical site visit lasts less than twenty minutes and the inspector will be looking at exterior garden hose connections, lawn sprinkler systems, pools/spas and any secondary water sources, such as privately owned wells. White Lake Township Inspectors will **not** be entering your home at this time.

There are no fees for the inspection(s); however, in circumstances where cross-connections exist, any costs associated with the replacement, modification, installation and/or testing of backflow prevention assemblies remain the obligation of the home owner. The most common requirement for homeowners is for an Anti-Frost Hose Bibb Vacuum Breaker on outside hose bibs.

At this time there is no action required on your part. You will be notified following the survey if modification(s) and/or testing of backflow prevention assemblies are necessary.

We look forward to working with you in protecting everyone's drinking water supply. If you have any questions or concerns, please contact White Lake Township DPS by phone at 248-698-3300 Ext.8 or email DBrotherton@whitelaketwp.com. For additional information regarding the program, please visit our website at www.whitelaketwp.com.

Cross Connection Control Program Inspection Compliance Notice

Upon completion of inspection and the water customer is in compliance with all aspects of the program, they will receive a compliance door hanger or be notified by mail informing the water customer of their compliance status, see below.

RE: Residence at [SERVICEADDRESS1]

Dear Water Customer,

The purpose of White Lake Townships Cross Connection Control Program, as defined in Township Ordinance Sec. 38-245, is to help eliminate possible contamination of the public water distribution system. There are two required components of the program; 1) site inspection, and 2) testing of backflow prevention assemblies.

As part of this program, an external inspection of the water distribution system at your home was completed on [SCHEDULEDDATE]. Inspectors reviewed your water distribution system for any piping or connections that could possibly contaminate the water distribution system.

Your home was either found compliant and/or the necessary changes were made to comply with local ordinance. This inspection is valid until your homes' next scheduled inspection date. You will receive a future notice for your next inspection date.

If your home has backflow prevention assemblies requiring testing, you will be receiving additional notices detailing test requirements.

Thank you for assisting the Township in protecting our water supply! If you have any questions or concerns please contact White Lake Township DPS by phone at 248-698-3300 Ext.8 or email DBrotherton@whitelaketwp.com.

Inspection Non-Compliance Notice 1

RE: Residenceat [SERVICEADDRESS1]

Dear Water Customer,

White Lake Township will perform the State mandated Cross Connection Control and Backflow Prevention Program inspections. As part of this program, a survey of your property was completed on [LASTSURVEYDATE]. During the survey, the inspector found water uses on your property that could potentially contaminate the public water distribution system and/or the water inside your home.

The State of Michigan Safe Drinking Water Act, P.A. 399 Part 14, mandates that any connections to a public water system shall comply with the State Plumbing Act, PA 733. The attached list details the connections found on your property that are in violation with these State of Michigan requirements. The Township is mandated by the State to ensure these connections either (1) comply with the laws and rules of the State or (2) are permanently disconnected from the public water system.

Many of the items found by our Township inspectors are very simple to correct and can be completed by the home owner at very little expense. Some items, particularly lawn irrigation systems, may require the assistance of a licensed plumber. **If you have questions or are unsure of what you need to do, please contact White Lake Township DPS at 248-698-3300 Ext. 8.** We have staff in our office that are trained specifically to assist you with technical and other questions regarding the program.

Please complete these requirements and call White Lake Township DPS on or before [RESPONSEDATE] to arrange a compliance inspection. Failure to do so will lead to further enforcement action in accordance with the Township Code of Ordinances and possible interruption of service.

Thank you for assisting the Township in protecting our water supply! If you have any questions or concerns or would like to schedule a compliance review please contact White Lake Township DPS by phone 248-698-3300 Ext. 8 or email DBrotherton@whitelaketwp.com. For additional information regarding the program, please visit our website at .www.whitelaketwp.com.

Inspection Non-Compliance Notice 2

RE: Residence at [SERVICEADDRESS1]

Dear Water Customer,

White Lake Township will perform the State mandated Cross Connection Control and Backflow Prevention Program inspections. As part of this program, a survey of your property was completed on [LASTSURVEYDATE]. During the survey the inspector found water uses on your property that could potentially contaminate the public water distribution system and/or the water inside your home.

The State of Michigan Safe Drinking Water Act, P.A. 399 Part 14, mandates that any connections to a public water system shall comply with the State Plumbing Act, PA 733. The attached list details the connections found on your property that are in violation with the State of Michigan requirements. The Township is mandated by the State to ensure these connections either (1) comply with the laws and rules of the State or (2) are permanently disconnected from the public water system.

Many of the items found by our Township inspectors are very simple to correct and can be completed by the home owner at very little expense. Some items, particularly lawn irrigation systems, may require the assistance of a licensed plumber. **This is the second notice you should have received regarding this matter. If you have questions or are unsure of what you need to do, please contact White Lake Township DPS at 248-698-3300 Ext. 8.** We have staff in our office that are trained specifically to assist you with technical and other questions regarding the program. **Please complete these requirements and call White Lake Township DPS on or before [RESPONSEDATE] to arrange a compliance inspection. Failure to do so will lead to further enforcement action in accordance with the Township Code of Ordinances and possible interruption of service.**

Thank you for assisting the [Township in protecting our water supply! If you have any questions or concerns or would like to schedule a compliance review please contact White Lake Township DPS by phone 248-698-3300 Ext. 8 or email DBrotherton@whitelaketwp.com. For additional information regarding the program please visit our website at www.whitelaketwp.com

Inspection Non-Compliance – Shut-Off Notice

RE: Residence at [SERVICEADDRESS1]

Dear Water Customer,

White Lake Township will perform the State mandated Cross Connection Control and Backflow Prevention Program inspections. As part of this program, a survey of your property was completed on [LASTSURVEYDATE]. During the survey the inspector found water uses on your property that could potentially contaminate the public water distribution system and/or the water inside your home.

The State of Michigan Safe Drinking Water Act, P.A. 399 Part 14, mandates that any connections to a public water system shall comply with the State Plumbing Act, PA 733. The attached list details the connections found on your property that are in violation with these State of Michigan requirements. The Township is mandated by the State to ensure these connections either (1) comply with the laws and rules of the State or (2) are permanently disconnected from the public water system.

Many of the items found by our Township inspectors are very simple to correct and can be completed by the home owner at very little expense. Some items, particularly lawn irrigation systems, may require the assistance of a licensed plumber. **This is the third notice you should have received regarding this matter. If you have questions or are unsure of what you need to do, please contact White Lake Township DPS at 248-698-3300 Ext. 8.** We have staff in our office that are trained specifically to assist you with technical and other questions regarding the program. **Please complete these requirements and call White Lake Township DPS on or before [RESPONSEDATE] to arrange a compliance inspection. Failure to do so will lead to further enforcement action in accordance with the Township Code of Ordinances and possible interruption of service.**

Thank you for assisting the Township in protecting our water supply! If you have any questions or concerns or would like to schedule a compliance review please contact White Lake Township DPS by phone 248-698-3300 Ext. 8 or email DBrotherton@whitelaketwp.com For additional information regarding the program please visit our website at www.whitelaketwp.com.

Cross Connection Control Program Testing Notice

RE: Residence at [SERVICEADDRESS1][SERVICEADDRESS2]

Reference #: [REFERENCENUMBER]

Dear Water Customer,

The purpose of White Lake Township's Cross Connection Control Program, as defined in Township Ordinance Sec 38-244, is to help eliminate possible contamination of the public water distribution system. There are two required components of the program; 1) site inspection, and 2) testing of backflow prevention assemblies.

This correspondence addresses testing of backflow prevention assemblies and is independent of previous correspondence pertaining to site inspection(s). Periodic testing of backflow prevention assemblies is required to ensure proper working order.

Our records indicate it is time for testing of backflow prevention assemblies at your residence. The assemblies required to be tested at this time are listed on the following page(s). Testing should be completed in advance of the completion date noted to allow for repair(s) should they be necessary. Testing of backflow prevention assemblies must be completed by a State approved certified tester. A partial listing of testers available in your area can be viewed on the White Lake Township website at www.whitelaketwp.com.

Following completion of testing and/or repairs, all test results must be mailed to White Lake Township DPS 7525 Highland Rd. White Lake, MI 48383.

Please retain a copy of the report for your records.

If you have any questions or require additional information, please contact White Lake Township DPS at 248-698-3300 Ext. 8 or visit our website at www.whitelaketwp.com.

Cross Connection Control Program Testing Notice

Sample Person
12345 Somewhere
City, St, Zip

Print Date: [PRINTDATE]

Dear Water Customer,

ATTENTION TESTERS: This correspondence addresses testing of backflow prevention assemblies. Following completion of testing and/or repairs, all test results must be submitted to White Lake Township.. A onetime registration process must be completed by each tester before any test results will be accepted. Assistance with the registration and test form entry process can also be found at www.whitelaketwp.com. Testers will be required to provide the reference number listed below upon submission of test results for each residence where testing has been completed. If you have any questions or require additional information, please contact White Lake Township DPS at 248-698-3300 Ext. 8.

Completed test forms must be returned to White Lake DPS at 7525 Highland Rd. White Lake, MI 48383 or emailed to DBrotherton@whitelaketwp.com within 30 days of the date of this notification.

RE: Facility For Sample Notice at 12345 Somewhere

Reference #: 4C5DA5A9E

Device	Protection	Manufacturer	Model	Serial #	Size	Test Date	Test Status
Location/Comments:							
Line PSI:		CV1:		CV2:		RV:	

Cross Connection Control Program Testing Notice #2

RE: [FACILITYNAME] at [SERVICEADDRESS1][SERVICEADDRESS2]

Reference #: [REFERENCENUMBER]

Dear Water Customer,

The purpose of White Lake Township's Cross Connection Control Program, as defined in Township Ordinance Sec. 38-245, is to help eliminate possible contamination of the public water distribution system. There are two required components of the program; 1) site inspection, and 2) testing of backflow prevention assemblies.

This is your second notice pertaining to testing of backflow prevention assemblies and is independent of previous correspondence pertaining to site inspection(s). Periodic testing of backflow prevention assemblies is required to ensure proper working order.

Our records indicate it is time for testing of backflow prevention assemblies at your residence. The assemblies required to be tested at this time are listed on the following page(s). Testing should be completed in advance of the completion date noted to allow for repair(s) should they be necessary. Testing of backflow prevention assemblies must be completed by a State approved certified tester. A partial listing of testers available in your area can be viewed on the White Lake Township website at www.whitelaketwp.com.

Following completion of testing and/or repairs, all test results must be mailed to White Lake Township DPS at 7525 Highland Rd., White Lake, MI 48383 or emailed to DBrotherton@whitelaketwp.com.

Please retain a copy of the report for your records.

If you have any questions or require additional information, please contact White Lake Township DPS at 248-698-3300 Ext. 8 or visit our website at www.whitelaketwp.com

Cross Connection Control Program Testing Notice

Sample Person
12345 Somewhere
City, St, Zip

Print Date: [PRINTDATE]

Dear Water Customer,

ATTENTION TESTERS: This correspondence addresses testing of backflow prevention assemblies. Following completion of testing and/or repairs, all test results must be mailed to White Lake Township DPS at 7525 Highland Rd. White Lake MI 48383.. A onetime registration process must be completed by each tester before any test results will be accepted. Assistance with the registration and test form entry process can also be found at www.whitelaketwp.com. Testers will be required to provide the reference number listed below upon submission of test results for each facility where testing has been completed. If you have any questions or require additional information, please contact White Lake Township DPS at 248-698-3300 Ext. 8.

Completed test forms must be returned to White Lake DPS at 7525 Highland Rd. White Lake, MI 48383 or emailed to DBrotherton@whitelaketwp.com within 30 days of the date of this notification.

RE: Facility For Sample Notice at 12345 Somewhere

Reference #: 4C5DA5A9E

Device	Protection	Manufacturer	Model	Serial #	Size	Test Date	Test Status
Location/Comments:							
Line PSI:		CV1:		CV2:		RV:	

Testing Shut-Off Notice

RE: Residence at [SERVICEADDRESS1][SERVICEADDRESS2]

Reference #: [REFERENCENUMBER]

Dear Water Customer,

The purpose of the Townships Cross Connection Control Program, as defined in Township Ordinance Sec. 38.245, is to help eliminate possible contamination of the public water distribution system. There are two required components of the program; 1) site inspection, and 2) testing of backflow prevention assemblies.

This is your third notice pertaining to testing of backflow prevention assemblies and is independent of previous correspondence pertaining to site inspection(s). Periodic testing of backflow prevention assemblies is required to ensure proper working order.

Our records indicate it is time for testing of backflow prevention assemblies at your residence. The assemblies required to be tested at this time are listed on the following page(s). Testing should be completed in advance of the completion date noted to allow for repair(s) should they be necessary. Testing of backflow prevention assemblies must be completed by a State approved certified tester. A partial listing of testers available in your area can be viewed on the White Lake Township website at www.whitelakewtp.com.

You are hereby notified that in accordance with local ordinance, the water supply to the above noted premises will be discontinued as of [RESPONSEDATE]. Water service may not be resumed until corrective measures have been addressed.

Following completion of testing and/or repairs, all test results must be mailed to White Lake Township DPS at 7525 Highland Rd. White Lake MI 48383, or emailed to dbrotherton@whitelaketwp.com.

If you have any questions or require additional information, please contact White Lake Township DPS at 248-698-3300 Ext. 8 or visit our website at www.whitelaketwp.com.

Sincerely,

[NAME]
[TITLE]

APPENDIX F – TEST FORM

Test Status ☐ Not Tested ☐ Passed ☐ Failed

Facility Name Address Address 2

City State Zip Code

Type: Size: Meter #: Manufacturer: Model:

Serial:3 Permit: ☐ Containment ☐ Isolation ☐ Fire Protection

Location Comments:

Shut Off Valve 1: Shut Off Valve 2: Line Pressure: Initial Test Date:

☐ Closed ☐ Leaked ☐ Closed ☐ Leaked

1st Check	2nd Check	Relief Valve	PVB/SVB Air Inlet	PVB/SVB Check Valve
☐ Closed	☐ Closed	☐ Opened	☐ Opened	☐ Held
☐ Leaked	☐ Leaked	☐ Did Not Open	☐ Failed	☐ Failed
		☐ Leaked		
PSID: 	PSID: 	PSID: 	PSID: 	PSID:

Tester/Repair Comments:

Tester Name: Testing Company:

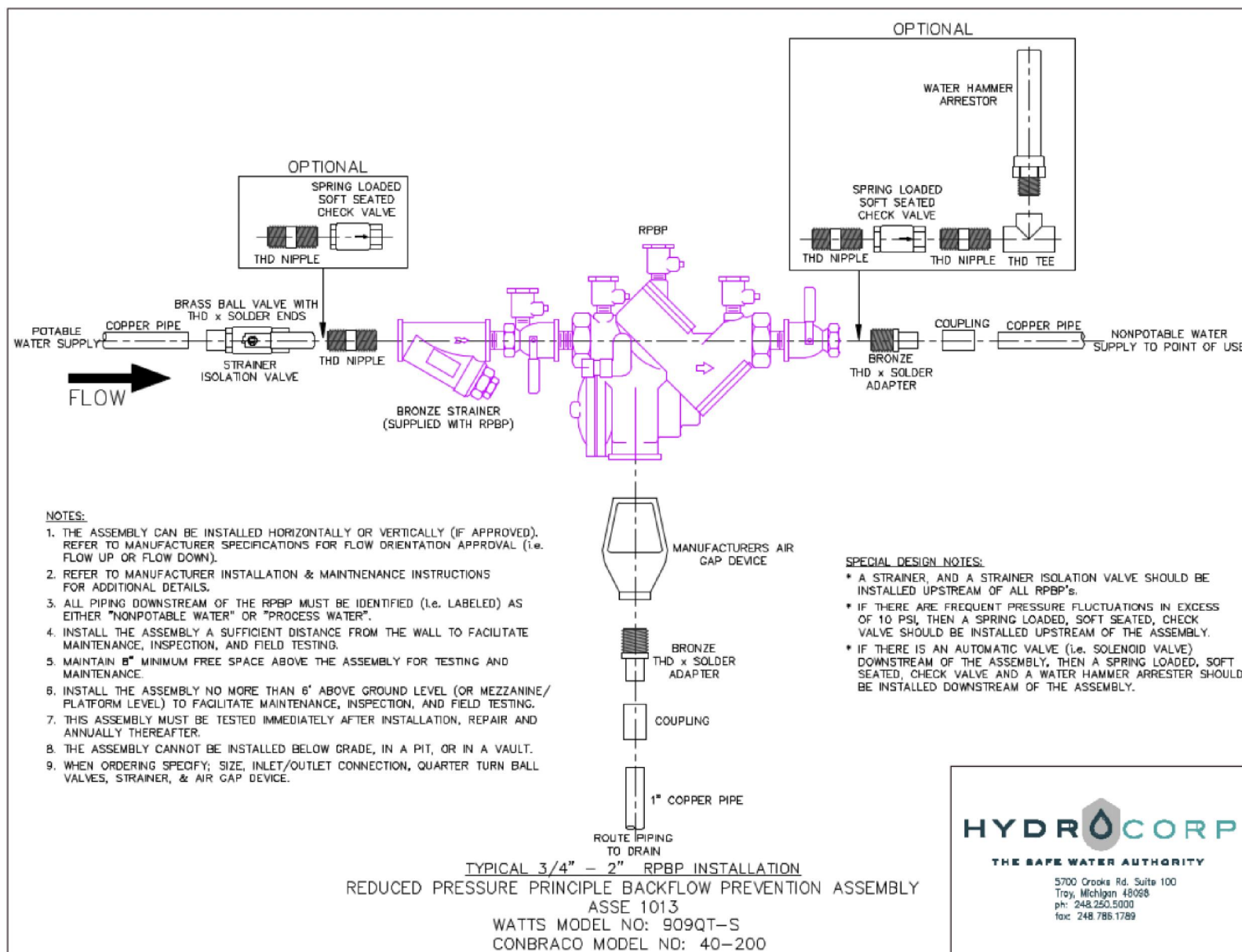
Tester Cert #: Gauge Manufacturer: GaugeModel: Gauge Serial #: Calibration Date:

1st Check	2nd Check	Relief Valve	PVB/SVB Air Inlet	PVB/SVB Check Valve
☐ Closed	☐ Closed	☐ Opened	☐ Opened	☐ Held
☐ Leaked	☐ Leaked	☐ Did Not Open	☐ Failed	☐ Failed
		☐ Leaked		
PSID: 	PSID: 	PSID: 	PSID: 	PSID:

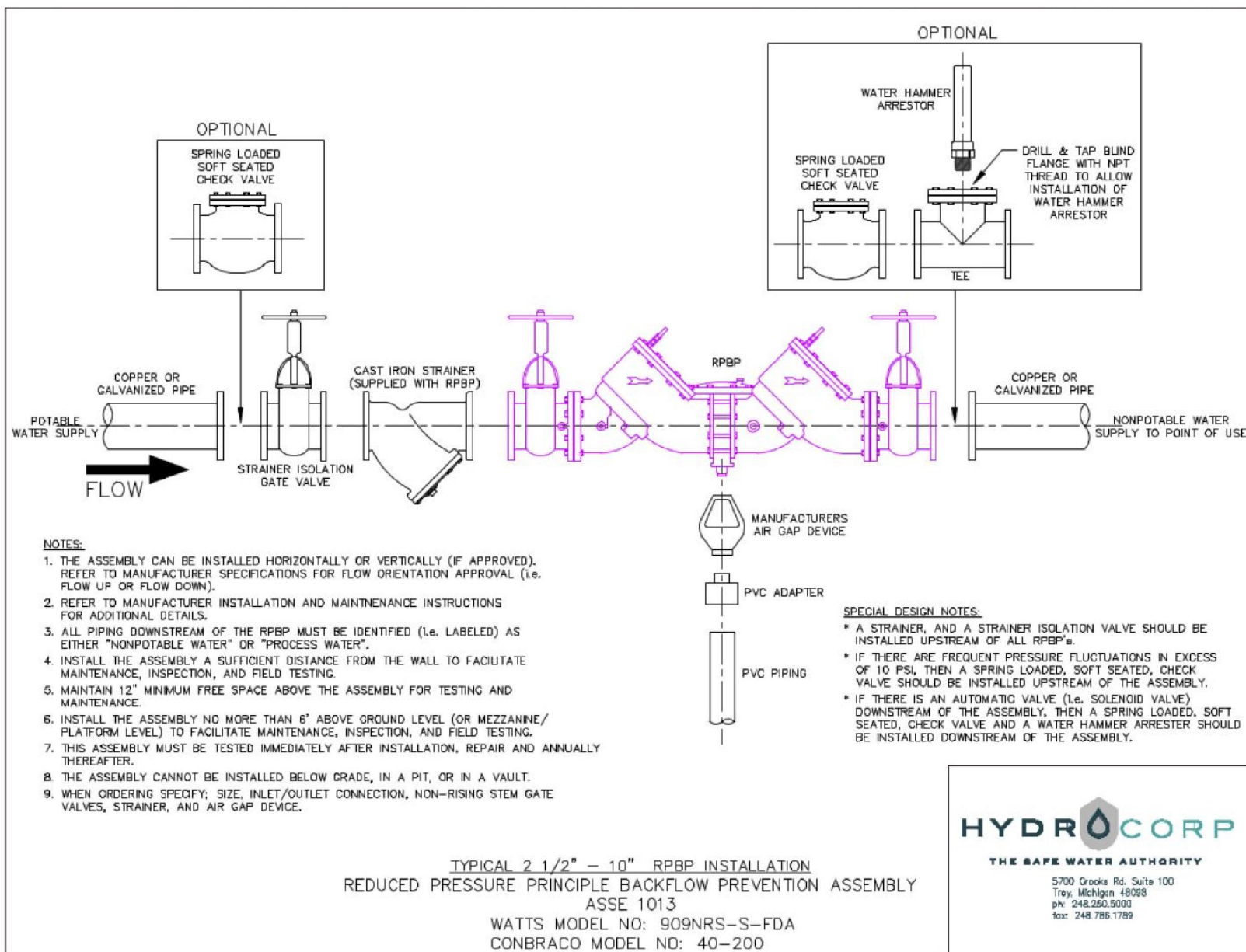
Final Test Date:

APPENDIX G – INSTALLATION SCHEMATICS

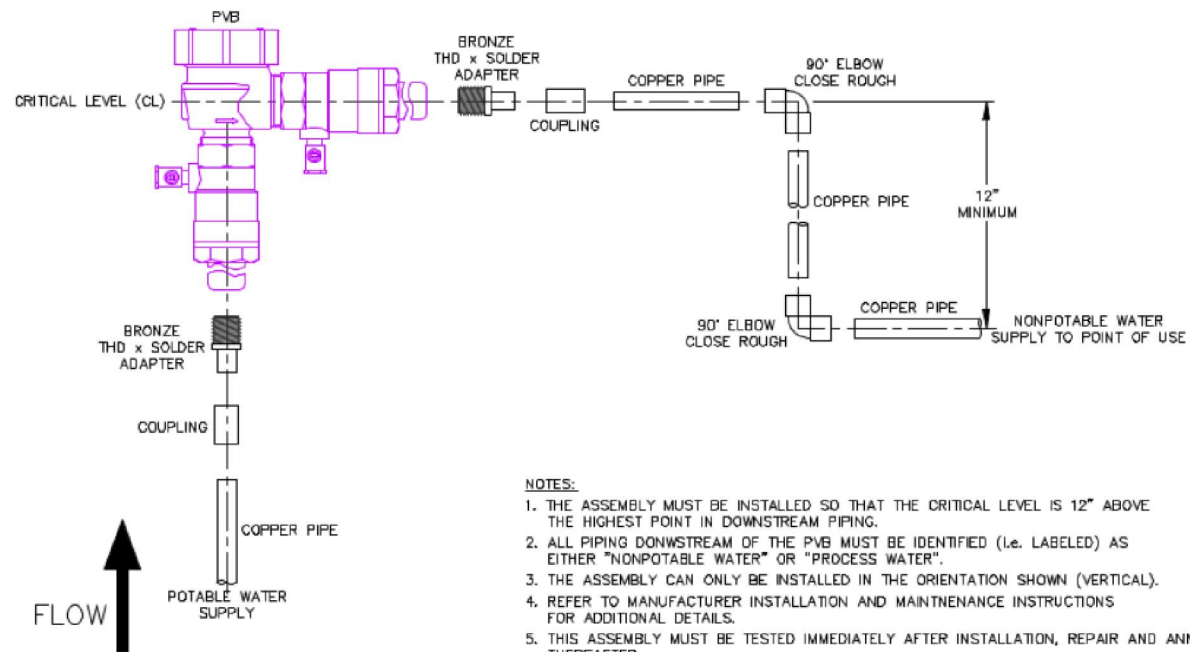
Drawings contained in this section are only “typical” installations for reference purposes. All new installations must be installed per code and manufacturer specifications.



dwg. name: PW3.dwg effective: 2/27/02



dwg. name: PW10.dwg effect/rev: 2/27/02

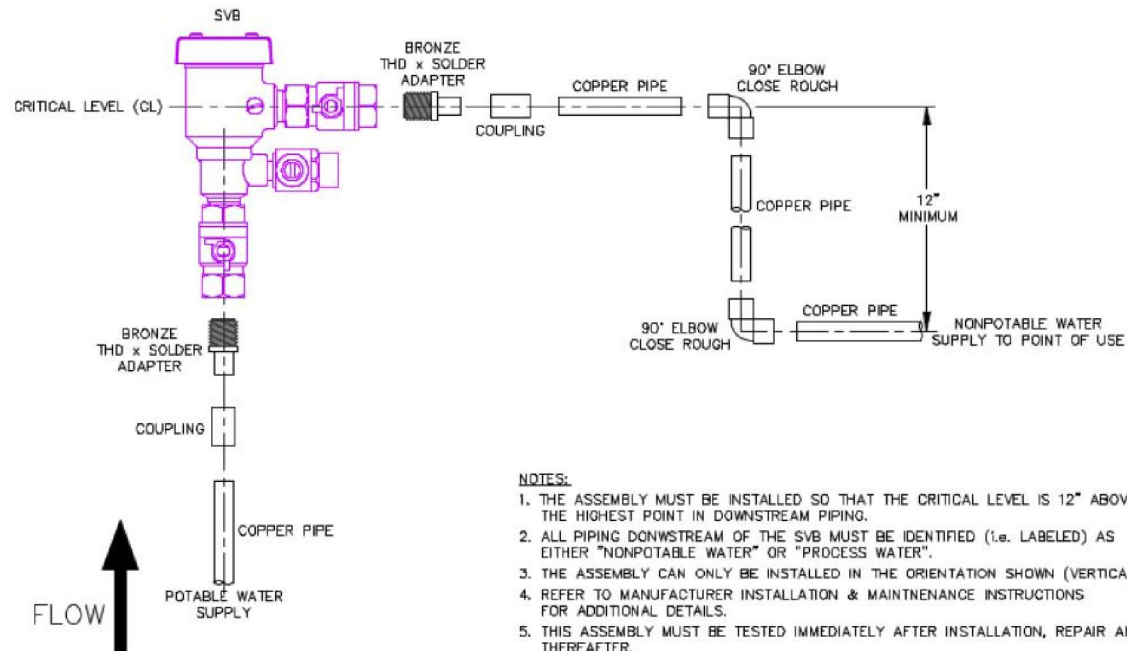


NOTES:

1. THE ASSEMBLY MUST BE INSTALLED SO THAT THE CRITICAL LEVEL IS 12" ABOVE THE HIGHEST POINT IN DOWNSTREAM PIPING.
2. ALL PIPING DOWNSTREAM OF THE PVB MUST BE IDENTIFIED (i.e. LABELED) AS EITHER "NONPOTABLE WATER" OR "PROCESS WATER".
3. THE ASSEMBLY CAN ONLY BE INSTALLED IN THE ORIENTATION SHOWN (VERTICAL).
4. REFER TO MANUFACTURER INSTALLATION AND MAINTENANCE INSTRUCTIONS FOR ADDITIONAL DETAILS.
5. THIS ASSEMBLY MUST BE TESTED IMMEDIATELY AFTER INSTALLATION, REPAIR AND ANNUALLY THEREAFTER.
6. INSTALL THE ASSEMBLY NO MORE THAN 6' ABOVE GROUND LEVEL (OR MEZZANINE/ PLATFORM LEVEL) TO FACILITATE MAINTENANCE, INSPECTION, AND FIELD TESTING.
7. INSTALL THE ASSEMBLY A SUFFICIENT DISTANCE FROM THE WALL TO FACILITATE MAINTENANCE, INSPECTION, AND FIELD TESTING.
8. MAINTAIN 8" MINIMUM FREE SPACE ABOVE THE ASSEMBLY FOR TESTING AND MAINTENANCE.
9. THE ASSEMBLY CANNOT BE INSTALLED BELOW GRADE, IN A PIT, OR IN A VAULT.
10. WHEN ORDERING SPECIFY: SIZE, INLET/OUTLET CONNECTION, AND QUARTER TURN BALL VALVES.

TYPICAL PVB INSTALLATION
PRESSURE VACUUM BREAKER ASSEMBLY
ASSE 1020
WATTS MODEL NO: 800M4QT
CONBRACO MODEL NO: 40-500

HYDROCORP
THE SAFE WATER AUTHORITY
5700 Crooks Rd. Suite 100
Troy, Michigan 48068
ph: 248.250.5000
fax: 248.786.1789



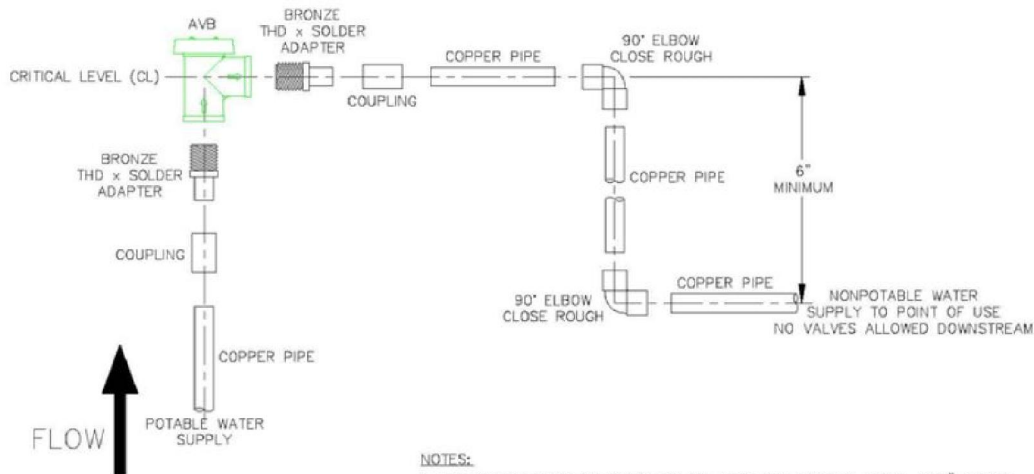
NOTES:

1. THE ASSEMBLY MUST BE INSTALLED SO THAT THE CRITICAL LEVEL IS 12" ABOVE THE HIGHEST POINT IN DOWNSTREAM PIPING.
2. ALL PIPING DOWNSTREAM OF THE SVB MUST BE IDENTIFIED (i.e. LABELED) AS EITHER "NONPOTABLE WATER" OR "PROCESS WATER".
3. THE ASSEMBLY CAN ONLY BE INSTALLED IN THE ORIENTATION SHOWN (VERTICAL).
4. REFER TO MANUFACTURER INSTALLATION & MAINTENANCE INSTRUCTIONS FOR ADDITIONAL DETAILS.
5. THIS ASSEMBLY MUST BE TESTED IMMEDIATELY AFTER INSTALLATION, REPAIR AND ANNUALLY THEREAFTER.
6. INSTALL THE ASSEMBLY NO MORE THAN 6" ABOVE GROUND LEVEL (OR MEZZANINE/ PLATFORM LEVEL) TO FACILITATE MAINTENANCE, INSPECTION, AND FIELD TESTING.
7. INSTALL THE ASSEMBLY A SUFFICIENT DISTANCE FROM THE WALL TO FACILITATE MAINTENANCE, INSPECTION, AND FIELD TESTING.
8. MAINTAIN 8" MINIMUM FREE SPACE ABOVE THE ASSEMBLY FOR TESTING AND MAINTENANCE.
9. THE ASSEMBLY CANNOT BE INSTALLED BELOW GRADE, IN A PIT, OR IN A VAULT.
10. WHEN ORDERING SPECIFY: SIZE, INLET/OUTLET CONNECTION, AND QUARTER TURN BALL VALVES.

TYPICAL SVB INSTALLATION
 SPILL RESISTANT VACUUM BREAKER ASSEMBLY
 ASSE 1056
 WATTS MODEL NO: 008QT
 CONBRACO MODEL NO: N/A

HYDROCORP
 THE SAFE WATER AUTHORITY
 5700 Crooks Rd. Suite 100
 Troy, Michigan 48068
 ph: 248.250.5000
 fax: 248.786.1789

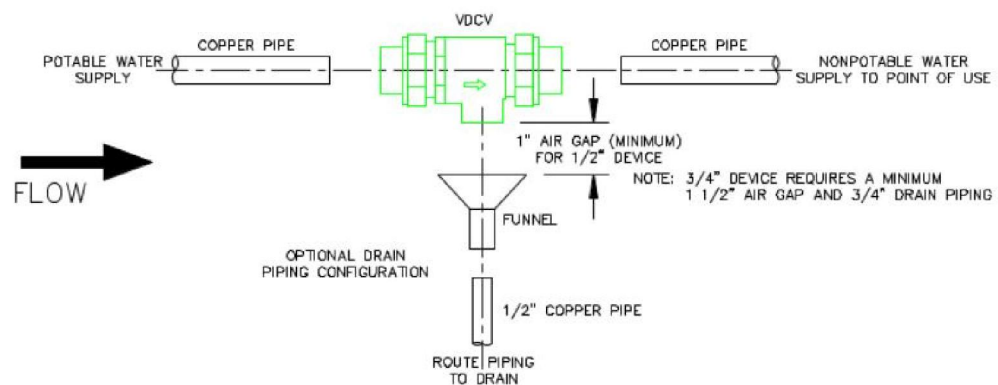
dwg. name: P814.dwg effective: 2/27/02



- NOTES:
1. THE DEVICE MUST BE INSTALLED SO THAT THE CRITICAL LEVEL IS 6" ABOVE THE HIGHEST POINT IN DOWNSTREAM PIPING.
 2. NO VALVES ARE ALLOWED DOWNSTREAM OF THE AVB.
 3. ALL PIPING DOWNSTREAM OF THE AVB MUST BE IDENTIFIED (I.e. LABELED) AS EITHER "NONPOTABLE WATER" OR "PROCESS WATER".
 4. THE DEVICE CAN ONLY BE INSTALLED IN THE ORIENTATION SHOWN (VERTICAL).
 5. REFER TO MANUFACTURER INSTALLATION & MAINTENANCE INSTRUCTIONS FOR ADDITIONAL DETAILS.
 6. WHEN ORDERING SPECIFY; SIZE AND INLET/OUTLET CONNECTION.

TYPICAL AVB INSTALLATION
ATMOSPHERIC VACUUM BREAKER
ASSE 1001
WATTS MODEL NO: 288A-C
CONBRACO MODEL NO: 38-100

HYDRACORP
THE SAFE WATER AUTHORITY
5700 Crooks Rd. Suite 100
Troy, Michigan 48098
ph: 248.250.5000
fax: 248.286.1789



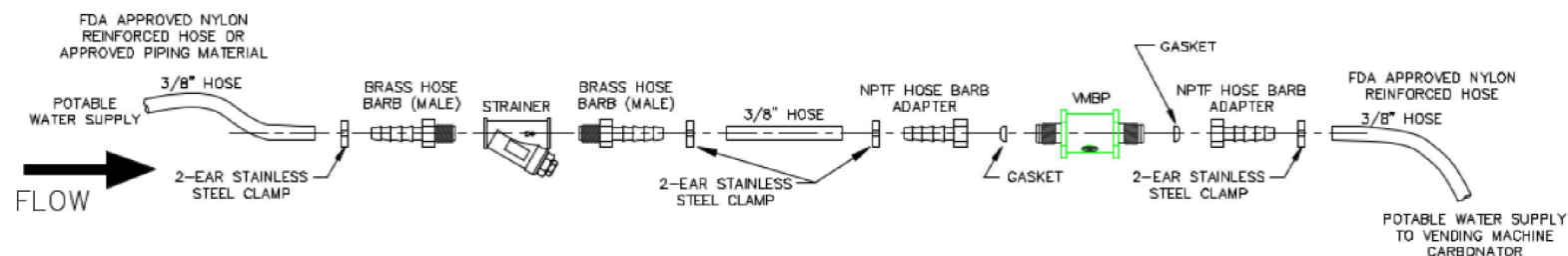
NOTES:

1. THE VDCV CAN BE INSTALLED VERTICALLY OR HORIZONTALLY.
2. ENSURE VENT FROM THE DEVICE IS ORIENTED IN THE DOWN POSITION.
3. REFER TO MANUFACTURERS INSTALLATION & MAINTENANCE INSTRUCTIONS FOR ADDITIONAL DETAILS.
4. WHEN ORDERING SPECIFY: SIZE & INLET/OUTLET CONNECTION.

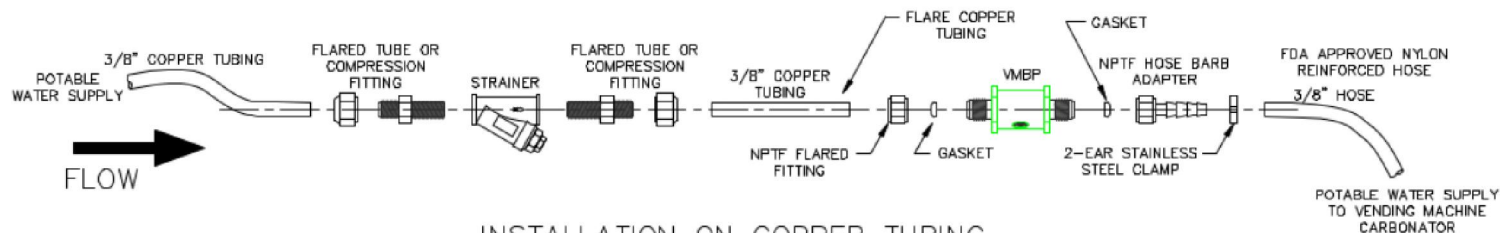
TYPICAL VDCV INSTALLATION
 VENTED DUAL CHECK VALVE
 ASSE 1012
 WATTS MODEL NO: 9D
 CONBRACO MODEL NO: 40-400

HYDRACORP
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 5700 Crooks Rd. Suite 100
 Troy, Michigan 48098
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 fax: 248.785.1789

dwg. name: PWS.dwg effective: 2/27/02



INSTALLATION ON NYLON HOSE



INSTALLATION ON COPPER TUBING

NOTES:

1. THE CONBRACO DEVICE HAS AN INTEGRAL STRAINER.
2. THE VMBP CAN BE INSTALLED VERTICALLY OR HORIZONTALLY.
3. THE WATTS DEVICE IS CONSTRUCTED OF STAINLESS STEEL; THE CONBRACO DEVICE IS PLASTIC.
4. COPPER TUBING IS NOT AN ACCEPTABLE MATERIAL DOWNSTREAM (DISCHARGE SIDE) OF THE VMBP; ACCEPTABLE MATERIALS INCLUDE FDA APPROVED NYLON REINFORCED HOSE AND STAINLESS STEEL TUBING.
5. REFER TO MANUFACTURERS INSTALLATION & MAINTENANCE INSTRUCTIONS FOR ADDITIONAL DETAILS.

TYPICAL 3/8" VMBP INSTALLATION
VENDING MACHINE BACKFLOW PREVENTER
ASSE 1022

DEVICE: WATTS MODEL NO: SD3-MF
CONBRACO MODEL NO: 4C-100
STRAINER: WATTS MODEL NO: P777-100
CONBRACO MODEL NO: INTEGRATED INTO DEVICE

HYDRACORP
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drawn: mmm DBB/asm effective: 2/27/03