



DEPARTMENT OF THE NAVY

U.S. NAVAL SUPPORT ACTIVITY NAPLES ITALY

PSC 817 BOX 1

FPO AE 09622-0001

NAVSUPPACTNAPLESINST 11330.1

N4

29 Mar 23

NAVSUPPACT NAPLES INSTRUCTION 11330.1

From: Commanding Officer, U. S. Naval Support Activity, Naples, Italy

Subj: CROSS CONNECTION CONTROL AND BACKFLOW PREVENTION PROGRAM

Ref: (a) Environmental Final Governing Standards.  
(b) DoD Manual 4715.05, Overseas Environmental Baseline Guidance Document.  
(c) Naval Facilities Engineering Service Center User's Guide, UG-2029-ENV, Cross-Connection Control and Backflow Prevention Program Implementation at Navy Shore Facilities.  
(d) OPNAV M-5090.1, Environmental Readiness Program Manual.  
(e) Manual of Cross-Connection Control, 10th Edition, Foundation for Cross-Connection Control and Hydraulic Research, University of Southern California.  
(f) Recommended Practice for Backflow Prevention and Cross-Connection Control: American Water Works Association Manual M14, 3rd Edition.  
(g) NAVMED P-5010-5, Manual of Naval Preventative Medicine, Water Supply Ashore.  
(h) CNIC Manual 5090.1A, Navy Overseas Drinking Water Program Ashore.  
(i) CNIC Manual 5090.2, Certificate to Operate Criteria and Requirements for US Navy Overseas Drinking Water Systems.  
(j) Environmental Protection Agency, Cross Connection Control Manual, 2003.  
(k) Unified Facilities Criteria 3-230-02, Operations and Maintenance: Water Supply Systems.  
(l) NAVFACEURAFSWAINST 11330.1, Cross Connection Control and Backflow Prevention Program.

Encl: (1) Designation as Cross Connection Control Backflow Prevention Program Manager.  
(2) Backflow Preventer Test and Maintenance Report Sample (Capodichino).  
(3) Backflow Preventer Test and Maintenance Report Sample (Support Site).  
(4) Program Non-Compliance Letter Sample.

1. Purpose. To establish U.S. Naval Support Activity (NAVSUPPACT), Naples, Italy procedures and responsibilities for the Cross-Connection Control (CCC) and Backflow Prevention (BFP) program in Europe, Africa, Central (EURAFCENT). This program is established to detect and prevent cross-connections that create or have the potential to create an imminent and substantial danger to public health from contamination of potable water systems, and to prevent backflow of contaminants.

2. Background. Naval Facilities Engineering Systems Command (NAVFAC) oversees the mission to ensure safe drinking water at Navy installations worldwide per references (a) thru (l). The Facilities Management and Sustainment (FM&S) and Utilities Services Business Line (USBL) have the responsibility to implement guidelines and requirements, and manage the

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program. The Environmental Business Line (EBL) has the responsibility to monitor the results, and requires a documented program to ensure compliance.

3. Responsibilities. This policy defines roles and responsibilities for CCC and BFP matters, including program oversight. Installation will comply with this and referenced instructions. In addition, installation must continue to meet Department of Defense (DoD) Environmental requirements, including country-specific Environmental Final Governing Standards (EFGS), Overseas Environmental Baseline Guidance (OEBGD), Navy Overseas Drinking Water standards, international agreements, and in-theater Commander Directives.

a. Public Works Officer must:

- (1) Assign and ensure Public Works staff carries out program responsibilities.
- (2) Designate CCC/BFP Program Manager in writing.
- (3) Establish and enforce an effective procedure for having appropriate individuals review design plans and specifications for new construction and/or modification of interior and exterior plumbing.
- (4) Provide the Commanding Officer (CO) with information concerning program funding and personnel requirements.
- (5) Report to the CO on implementation progress, and accomplishments of the program.

b. Environmental Program Director must:

- (1) Provide the Public Works Officer (PWO) input on program policy matters.
- (2) Ensure program compliance with applicable regulatory requirements.

c. Production Division Director must:

- (1) Be responsible for requirements of the CCC/BFP program.
- (2) Coordinate with Facilities (FM&S) Branch Head and Utilities Services (UEM) Branch Head to ensure compliance with this instruction and ensure delivery of potable water to tenants.
- (3) Ensure program personnel are adequately trained and certified to perform inspections, testing, and certification.
- (4) Ensure personnel are using approved testing equipment that is calibrated and certified for use on a yearly basis.

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d. CCC/BFP Program Manager must:

(1) Develop site-specific procedures as necessary to ensure compliance with applicable policies and regulations.

(2) Ensure testing and inspection of BFPs are completed by trained and certified technicians using annually calibrated equipment.

(3) Prepare monthly BFP inspection report and certification test results.

(4) Maintain an accurate inventory and records of BFP device inventory, certifications, repairs, and maintenance.

(5) Take corrective action or arrange for repair or replacement of defective BFPs.

(6) Coordinate the addition of undocumented BFP devices to the inventory via Maximo Web Application and informs local Preventive Maintenance Program Coordinator for inclusion of these devices into the test and certification program.

(7) Coordinate and ensure inspections are conducted by a certified CCC inspector to identify new cross-connections and other potential sources of water system contamination.

(8) Ensure corrective actions are taken when CCC deficiencies are found.

(9) Make recommendations for installation of BFP devices on new construction projects as required by the program.

(10) Serve as the Point of Contact (POC) for site visits and inspections at the installation.

(11) Complete the Backflow Preventer Training and Certification offered by the University of Southern California Foundation for Cross Connection Control and Hydraulic Research (USC FCCCHR) or University of Florida Training, Research and Education for Environmental Occupations (UF TREEO).

(12) Complete the Cross Connection Control Specialist training offered by USC FCCCHR or UF TREEO (optional).

e. BFP Assembly Inspector/Tester must:

(1) Perform inspections and testing of BFP assemblies using annually calibrated testing equipment.

(2) Complete Backflow Preventer Tester Training and Certification offered by the USC FCCCHR or UF TREEO.

(3) (Optional but Recommended) Complete Cross Connection Control Specialist training offered by USC FCCCHR or UF TREEO.

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(4) Maintain certification and training as required by this instruction.

(5) Report to the CCC/BFP Program Manager any unprotected high hazard connections that must be adequately protected or removed, and any non-responsive program violators within 48 hours of observation of the violation.

(6) Verify testing equipment is calibrated and certified for use prior testing, coordinate with Production Division staff for calibration of testing equipment, when applicable.

f. Facilities Engineering and Acquisition Division must:

(1) Ensure the BFP certifications are obtained prior to project approval and acceptance by the Navy.

(2) Provide newly installed BFP test data to the CCC/BFP Program Manager prior to or upon project acceptance to include model make, model number, system type, size, serial number, degree of hazard, date installed, building number, facility type, location (floor number, room number), date tested/certified, and the name, certification number and certificate issuing authority of the inspector.

(3) Review all project plans and specifications to ensure that potential cross-connections are identified on interior and exterior plumbing, and that proper BFPs are installed.

(4) Consult with the CCC/ BFP Program Manager and/or Regional CCC/BFP Manager during design review process.

(5) Ensure all Contractor connections to the Installation potable water system include a tested and approved BFP device prior to use.

#### 4. Procedures

a. New Facilities/Systems and Remodel/Renovations. New facilities and systems are to be designed without cross-connections. If a cross-connection cannot be avoided, then the design must provide adequate backflow protection using approved BFPs (See Section 10). BFP selection must be based on the degree of hazard associated with the cross-connection. Plans and specifications for new facilities must be provided to CCC/ BFP Program Manager and/or Regional CCC/BFP Manager for technical review and approval prior to construction.

b. Fire System Backflow Prevention. All new or replacement fire system backflow assemblies must be adequately sized, meet degree of hazard for high hazard facilities, or connections where by chemicals may be used downstream of assembly. A designated Fire Protection Engineer for pressure and flow requirements must approve all backflow assemblies.

c. Portable use and Temporary Backflow Prevention. A BFP Testing Technician in consultation, as necessary, with the CCC/BFP Program Manager must test, properly tag and certify the use of portable backflow assemblies before being placed into service. Each use of a

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portable or jumper assembly must be tested each time it is connected to a fire hydrant or temporary service connection.

d. Non-Testable Backflow Prevention Devices. All non-testable backflow prevention devices used for fire protection, food services, gas stations, etc. must be inventoried and replaced or rebuilt every five (5) years from date of installation. In addition, if a hose-bib vacuum breaker (HBVB) is discovered to be missing, identifying personnel will notify the CCC/BFP Program Manager and a service call must be initiated to correct the deficiency. HBVBs are required on all exterior hose bibs.

(1) Design changes to the potable water system (or any system making a direct or indirect connection to the potable water system) must be reviewed and approved by the BFP Manager in consultation, as necessary, with the Regional CCC/BFP Program Manager before being finalized.

(2) All newly installed BFPs will be tested, properly tagged, and certified by a BFP Testing Technician in consultation, as necessary, with the BFP Program Manager before being placed into service, per references (c) and (g).

e. Existing Facilities. The Regional CCC/BFP Program Manager or designated authority should perform a comprehensive Cross-Connection Control and Backflow Prevention Survey for all Facilities and Utilities at least every 5 years. All BFPs will be identified, certified for proper installation and operation, and placed into an inventory database.

(1) Survey will include a review of the entire water systems of both Facilities and Utilities. The survey will include inspection of the various fixtures, water-using equipment, etc. From the data collected, the survey should identify:

- a. Location of possible or actual cross-connections.
- b. Degree of hazard.
- c. Location and adequacy of existing BFPs.
- d. Need for installation of additional BFPs.

(2) When cross-connections are identified, the problem will be eliminated or isolated by installing an approved BFP. BFP installations overseas must be installed in accordance with manufacturer's recommendations, or as determined by the BFP Program Manager in consultation with the Regional CCC/BFP Program Manager as necessary. Termination of water service is required in situations where illness or death could be attributable to the lack of, or inadequate maintenance of a BFP.

(3) Recommendations of the survey will be forwarded to the BFP Program Manager and Regional CCC/BFP Program Manager. All newly installed BFPs will be tested and certified prior to being placed into service. If the assembly to be installed will cause a loss in water pressure below 20 pound per square inch (psi), building occupants must be notified. All BFP's

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assemblies to be installed will be selected from the most current list of approved assemblies published by the Foundation for Cross Connection Control and Hydraulic Research (FCCCCHR). Copies of all certificates must be maintained in the program file.

(4) BFPs will be certified using calibrated test equipment and test procedures conforming to those outlined in the latest edition of references (e) and (f). Only tests performed by approved testers will be considered official tests. Devices will be tested and certified on an annual basis for BFPs with a low hazard classification; and every six months for BFPs with a high-hazard classification. BFP testing equipment must be calibrated annually, with certificates held by the CCC/BFP Program Manager.

f. BFP Training /Education. The CCC/BFP Program Manager, and personnel testing BFPs, must be properly trained and must maintain their certification. Training requirements are specified in section 4 of this instruction.

(1) If Base Operating Services Contracts (BOSC) personnel are used for the implementation of any portion of the program, these individuals must be properly trained and must maintain certification. Re-certification must be provided annually to the CCC/BFP Program Manager. The BOSC BFP Manager must provide all backflow assembly test reports to the CCC/BFP Program Manager on a quarterly basis, and provide testing equipment calibration records annually.

(2) If personnel who maintain the water system on property leased by the Navy are used for the implementation of any portion of the program, these individuals must be properly trained as Backflow Assembly Testers and must maintain training and testing equipment calibration certifications.

5. Records. Historical files must be maintained by the CCC/BFP Program Manager for each facility. Files must contain results of the building survey, a description and location of each potential cross-connection site, and a list of each non-potable liquid system and potable water system connection. This file must also include a list of BFP device locations and types. This file must be updated annually or when changes are made to the system.

a. Records of BFP Assembly inspections, tests, repairs, overhauls, or replacements must be maintained for a period of not less than ten (10) years, as per references (e) and (f). These records must include documentation to verify that BFPs were properly installed, certified, repaired, retested, and maintained. All Completed Backflow Assembly Test and Maintenance Field Test Reports, enclosure (2) or the locally required form must be scanned with the completed Preventative Maintenance (PM) or Work order for the inventory and entered into Maximo.

b. All containment and isolation BFP's must have an identification or manufactures nomenclature tag indicating all pertinent data (make, model, size, type of assembly and serial number) for the certified BFP Assembly Tester.

c. Data must match what is on the Backflow Assembly Test and Maintenance Report and the PM work order generated from Maximo. Test Report must be maintained by the CCC/BFP

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Program Manager and audited by the Regional CCC/BFP Program Manager during site visits or at least annually.

6. Testing and Certification

a. Inspection or Testing Due. The certification interval for the BFPs will depend on the degree of hazard. The Building Manager must be informed when testing is to take place. Outages will be coordinated with the Building Manager and customers to ensure timely maintenance of BFPs.

b. Semi-annual and Annual Maintenance testing. If the initial tests fail, repairs must be accomplished no later than 30 days and the BFP must be re-tested for certification. If unauthorized cross connections are found, they must be removed. The certification will be maintained with the building records and managed through Maximo.

c. Violations. When violations are detected, the CCC/BFP Program Manager, the Production Division Director and the Building Manager must be notified within 48 hours.

d. Termination or Denial of Service. If termination of water service is required, a letter will be issued from the Public Works Department to the Building Manager stating the nature of the hazardous condition that threatens the safety of the water system (enclosure (3)). Water service will not be restored until the deficiency has been corrected or eliminated. Service will be terminated immediately if illness or death can be attributed to a lack of BFPs or a lack of BFP maintenance.

7. Reporting. Following testing and certification, all records will be updated by the CCC/BFP Program Manager and a report must be filed annually to the Regional CCC/BFP Program Manager.

8. Backflow Preventer Certified Testing Technician List. The CCC/ BFP Program Manager must maintain and update a list of certified BFP Testing Technicians.

9. Approved Assembly List. All BFPs are to be installed as assemblies and must be selected from the latest list of Approved Backflow Assemblies published by the USC FCCCHR, which can be found on their website at: <https://fccchr.usc.edu/list.html>.

10. BFP Assembly Standardization. BFP assembly standardization is a key component of an effective maintenance program. Standardization of equipment will limit the amount of spare parts required to keep devices in the inventory properly maintained or replaced on schedule. Naval Support Activity Naples will standardize BFP devices to the maximum extent possible. Installation will be responsible for BFP assembly or repair kit data input into Maximo shop stores Item Master List, and to establish stock minimums and maximums that must be available in order to have BFP assemblies and repair kits available at all times.

11. Funding. CNIC or the Region will provide funding responsibility for CCC/BFP program execution. Funding responsibility on tenant-occupied locations will be determined according to

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the Inter/Intra-Service Support Agreement (ISSA) or Memorandum of Agreement (MOA) established between the Tenant and Assistant Regional Engineer (ARE) or NAVFAC.

12. Consumer Education Literature. General consumer education literature may include posters, informational flyers, and articles to be printed in the base newsletter and/or newspaper on a periodic basis. Training can be incorporated into general stand-up training.

### 13. Records Management

a. Records created as a result of this instruction, regardless of format or media, must be maintained and dispositioned per the records disposition schedules located on the Department of the Navy Assistant for Administration, Directives and Records Management Division portal page at: <https://portal.secnave.navy.mil/orgs/DUSNM/DONAA/DRM/Records-and-Information-Management/Approved%20Record%20Schedules/Forms/AllItems.aspx>.

b. For questions concerning the management of records related to this instruction or the records disposition schedules, please contact the local records manager or the OPNAV Records Management Program (DNS-16).

14. Review and Effective Date. Per OPNAVINST 5215.17A, NAVSUPPACT Naples will review this instruction annually on the anniversary of its effective date to ensure applicability, currency, and consistency with Federal, Department of Defense, Secretary of the Navy, and Navy policy and statutory authority using OPNAV 5215/40 Review of Instruction. This instruction will be in effect for 10 years unless revised or cancelled in the interim and will be reissued by the 10-year anniversary date if it still required, unless it meets one of the exceptions in OPNAVINST 5215.17A, paragraph 9. Otherwise, if the instruction is no longer required, it will be processed for cancellation as soon as the need for cancellation is known following the guidance in OPNAV Manual 5215.1 of May 2016.

15. Forms. All applicable forms can be found at:  
<https://cnreurafcen.navy.afpims.mil/Installations/NSA-Naples/About/Installation-Guide/Department-Directory/N1-Administration-Department/Forms/>

J. W. STEWART

Releasability and distribution:

NAVSUPPACTNAPLESINST 5216.4DD

Lists: I through IV

Electronic via NAVSUPPACT Naples Web site:

<https://cnreurafcen.navy.afpims.mil/Installations/NSA-Naples/About/Installation-Guide/Department-Directory/N1-Administration-Department/Instructions>



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CROSS CONNECTION CONTROL BACKFLOW PREVENTION PROGRAM MANAGER

5090

[Date]

From: Commanding Officer, U.S. Naval Support Activity, Naples, Italy

To: First, Last, [Position], Public Works Department

Subj: DESIGNATION AS CROSS CONNECTION CONTROL BACKFLOW PREVENTION PROGRAM MANAGER

Ref: (a) OPNAVINST 5090.1D

(b) OPNAV M-5090.1, Environmental Readiness Program Manual

(c) NAVFACEURAFSWAINST 11330.1

(d) Naval Facilities Engineering Service Center User's Guide, UG-2029-ENV, Cross-Connection Control and Backflow Prevention Program Implementation at Navy Shore

Facilities, User's Guide of May 98

(e) Manual of Cross-Connection Control, 10th or latest Edition, Foundation for Cross-Connection Control and Hydraulic Research, University of Southern California

(f) Recommended Practice for Backflow Prevention and Cross-Connection Control: M14 American Water Works Association, 3rd Edition

(g) B-24.10 Cross-Connection Control and Backflow Prevention Process Owner Team, NAVFAC Atlantic

1. You are hereby designated as the Cross Connection Control/Backflow Prevention Program Manager for Public Works Department, U.S. Naval Support Activity, Naples. You are directed to familiarize yourself with references (a) through (g) and all applicable instructions in the performance of your duties and responsibilities.

2. As the NSA Naples CCC/BFP Installation Program Manager you are responsible for the following:

a. Ensure that testing and certification of BFPs are completed by trained and certified technicians using annually calibrated equipment and in accordance with the test schedule provided by the Production Division Director.

b. Take corrective actions or arrange for repair or replacement of defective BFPs.

c. Maintain accurate inventory and records of BFP devices certifications, repair, and required maintenance.

d. Report any unprotected high-hazard connections that must be adequately protected or removed, including any non-responsive program violators within 48 hours of notification of the violation.

e. Provide the Production Division Director any previously undocumented testable BFP devices identified to be placed on the inventory list via Maximo and into the test and certification

Enclosure (1)

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program with model make, model number, system type, size, serial number, degree of hazard, date installed (if known), building number, facility type, and location (floor number, room number).

f. Regularly review new construction plans and building inspections to identify, isolate, and record any required corrective actions with regards to BFPs, cross-connections, and other potential sources of water system contamination. Engage with the Regional CCC/BFP Program Manager as necessary to communicate any questions.

g. Develop site specific procedures as necessary to ensure compliance with applicable policies and regulations.

h. Coordinate and ensure inspections are conducted by a certified CCC inspector to identify new cross-connections and other potential sources of water system contamination.

i. Ensure corrective actions are taken when CCC deficiencies are found.

j. Make recommendations for installation of BFP devices on new construction projects as required by the program.

k. Serve as POC for site visits and inspections at the installations

l. Complete and receive certification for the Backflow Preventer Training and Certification course offered by the University of Southern California Foundation for Cross Connection Control and Hydraulic Research (USC FCCCHR) or by the University of Florida Training, Research and Education for Environmental Occupations (UF TREEO).

m. Ensure in-house, contractor, and lessor BFP Inspectors/Testers are properly trained and certified and maintain their certification.

n. Maintain historical records for each facility. Files must contain results of the building survey, a description and location of each potential cross connection site, and a list of potential non-potable liquid system and potable water system connection. This file must also include a list of BFP device location and types. This file must be updated annually or when changes are made to the system.

o. Maintain records for BFP Assembly inspections, tests, repairs, overhauls, or replacement for a period of not less than ten (10) years, as per reference (d) through (f). These records must include documentation to verify that BFPs were properly installed, certified, repaired, retested and maintained. All completed field test reports must be scanned with the completed PM or Work Order for the inventory and entered into Maximo.

(1) All Containment and Isolation BFP's shall have an identification or manufactures nomenclature tag indicating all pertinent data (make, model, size, type of assembly and serial number) for the certified BFP Assembly Tester.

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- (2) Data must match what is on the Backflow Assembly Test and Maintenance Report and the PM work order generated from Maximo. Test Reports must be maintained by the Installation CCC/BFP Program Manager and audited by the Regional CCC/BFP Program Manager during site visits or at least annually.
3. Cancellation. None. This appointment will remain in effect until your detachment unless otherwise revoked in writing.
4. Point of contact is (First, Last), who may be contacted at DSN: XXX-XXX-XXXX, COMM: XXX-XXX-XXXX or via e-mail at [e-mail].

X. X. XXXXXX

By direction (or Installation CO)



# BACKFLOW PREVENTER TEST AND MAINTENANCE REPORT (CAPODICHINO)

REPORT # \_\_\_\_\_

☐ INITIAL

☐ UPON FOLLOW UP

WO # \_\_\_\_\_

ASSET # \_\_\_\_\_  
(IN CASE OF "NEW INSTALLATION" USE "N/A - NI")

AREA	BLDG #	FACILITY NAME
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ASSEMBLY:	TYPE: <input type="checkbox"/> DC <input type="checkbox"/> PVB <input type="checkbox"/> RP	SIZE: _____	DEGREE OF HAZARD: <input type="checkbox"/> HIGH <input type="checkbox"/> LOW
	MANUFACTURER	MODEL #	SERIAL #
	ASSEMBLY LOCATION		SPECIAL REQUIREMENTS

GAUGE:	MANUFACTURER	SERIAL #	DATE CALIBRATED
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CHECK VALVE #1	RELIEF VALVE	CHECK VALVE #2	PRESSURE VACUUM BREAKER
<input type="checkbox"/> LEAKED	<input type="checkbox"/> NOT OPENED	<input type="checkbox"/> LEAKED	<input type="checkbox"/> AIR INLET:NOT OPENED
<input type="checkbox"/> CLOSED TIGHT	<input type="checkbox"/> OPENED AT: _____ PSI	<input type="checkbox"/> CLOSED TIGHT	<input type="checkbox"/> OPENED AT: _____ PSI
GAUGE PRESSURE ACROSS CHECK VALVE _____ PSI	OUTLET SHUT-OFF VALVE: <input type="checkbox"/> LEAKED <input type="checkbox"/> CLOSED TIGHT	GAUGE PRESSURE ACROSS CHECK VALVE _____ PSI	CHECK VALVE: LEAKED HELD AT _____ PSI
<input type="checkbox"/> CLEANED ONLY <input type="checkbox"/> REPLACED: <input type="checkbox"/> - RUBBER KIT <input type="checkbox"/> - CV ASSEMBLY <input type="checkbox"/> - DISC <input type="checkbox"/> - O-RINGS <input type="checkbox"/> - SEAT <input type="checkbox"/> - SPRING <input type="checkbox"/> - STEM/GUIDE <input type="checkbox"/> - RETAINER <input type="checkbox"/> - LOCK NUTS <input type="checkbox"/> - OTHER	<input type="checkbox"/> RV CLEANED ONLY <input type="checkbox"/> REPLACED: <input type="checkbox"/> - RV RUBBER KIT <input type="checkbox"/> - RV ASSEMBLY <input type="checkbox"/> - DISC <input type="checkbox"/> - DIAPHRAGM (S) <input type="checkbox"/> - SEAT <input type="checkbox"/> - SPRING <input type="checkbox"/> - GUIDE <input type="checkbox"/> - O-RING <input type="checkbox"/> - OTHER	<input type="checkbox"/> CLEANED ONLY <input type="checkbox"/> REPLACED: <input type="checkbox"/> - RUBBER KIT <input type="checkbox"/> - CV ASSEMBLY <input type="checkbox"/> - DISC <input checked="" type="checkbox"/> - O-RINGS <input type="checkbox"/> - SEAT <input type="checkbox"/> - SPRING <input type="checkbox"/> - STEM/GUIDE <input type="checkbox"/> - RETAINER <input type="checkbox"/> - LOCK NUTS <input type="checkbox"/> - OTHER	<input type="checkbox"/> CLEANED ONLY <input type="checkbox"/> REPLACED: <input type="checkbox"/> - RUBBER KIT <input type="checkbox"/> - CV ASSEMBLY <input type="checkbox"/> - DISC, AIR INLET <input type="checkbox"/> - DISC, CV <input type="checkbox"/> - SEAT, CV <input type="checkbox"/> - SPRING, CV <input type="checkbox"/> - RETAINER <input type="checkbox"/> - GUIDE <input type="checkbox"/> - O-RING <input type="checkbox"/> - OTHER
GAUGE PRESSURE ACROSS CHECK VALVE _____ PSI	RELIEF VALVE OPENED AT _____ PSI	GAUGE PRESSURE ACROSS CHECK VALVE _____ PSI	AIR INLET: _____ PSI CHECK VALVE _____ PSI

REMARKS: \_\_\_\_\_

I hereby certify that this data is accurate and reflects the proper operation and maintenance of the assembly.

TESTER: \_\_\_\_\_ CERT NO. \_\_\_\_\_ DATE: \_\_\_\_\_ TIME: \_\_\_\_\_  
PRINT NAME

THIS ASSEMBLY: ☐ PASSED: → BUFFER \_\_\_\_\_ PSI  
☐ FAILED: → FOLLOW UP REQUESTED (SEE NEXT PAGE FOR DETAILS)

METER READING: ☐ DCR: \_\_\_\_\_  
(MAXIMO REFERENCE) ☐ DI: \_\_\_\_\_

Additional Service Call for cross connection issues in the general vicinity of this work?: ☐ NO ☐ YES → SERVICE TICKET # \_\_\_\_\_

SIGNATURE: \_\_\_\_\_



# BACKFLOW PREVENTER TEST AND MAINTENANCE REPORT (SUPPORT SITE)

DATE: \_\_\_\_\_

☐ INITIAL

☐ AFTER FOLLOW UP

## ASSET #

(IN CASE OF "NEW INSTALLATION" USE "N/A - N1")

AREA	BLDG #	FACILITY NAME
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ASSEMBLY:	TYPE: <input type="checkbox"/> DC <input type="checkbox"/> RP <input type="checkbox"/> PVB		SIZE: _____	CC DEGREE OF HAZARD: <input type="checkbox"/> HIGH <input type="checkbox"/> LOW
	MANUFACTURER		MODEL #	SERIAL #
	ASSEMBLY LOCATION		SPECIAL REQUIREMENTS	

GAUGE:	MANUFACTURER	SERIAL #	DATE CALIBRATED
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CHECK VALVE #1	RELIEF VALVE	CHECK VALVE #2	PRESSURE VACUUM BREAKER
<input type="checkbox"/> LEAKED	<input type="checkbox"/> NOT OPENED	<input type="checkbox"/> LEAKED	<input type="checkbox"/> AIR INLET: NOT OPENED
<input type="checkbox"/> CLOSED TIGHT	<input type="checkbox"/> OPENED AT: _____ PSI	<input type="checkbox"/> CLOSED TIGHT	<input type="checkbox"/> OPENED AT: _____ PSI
GAUGE PRESSURE ACROSS CHECK VALVE _____ PSI	OUTLET SHUT-OFF VALVE: <input type="checkbox"/> LEAKED <input type="checkbox"/> CLOSED TIGHT	GAUGE PRESSURE ACROSS CHECK VALVE _____ PSI	CHECK VALVE: <input type="checkbox"/> LEAKED HELD AT _____ PSI
<input type="checkbox"/> CLEANED ONLY <input type="checkbox"/> REPLACED: <input type="checkbox"/> - RUBBER KIT <input type="checkbox"/> - CV ASSEMBLY <input type="checkbox"/> - DISC <input type="checkbox"/> - O-RINGS <input type="checkbox"/> - SEAT <input type="checkbox"/> - SPRING <input type="checkbox"/> - STEM/GUIDE <input type="checkbox"/> - RETAINER <input type="checkbox"/> - LOCK NUTS <input type="checkbox"/> - OTHER	<input type="checkbox"/> RV CLEANED ONLY <input type="checkbox"/> REPLACED: <input type="checkbox"/> - RV RUBBER KIT <input type="checkbox"/> - RV ASSEMBLY <input type="checkbox"/> - DISC <input type="checkbox"/> - DIAPHRAGM (S) <input type="checkbox"/> - SEAT <input type="checkbox"/> - SPRING <input type="checkbox"/> - GUIDE <input type="checkbox"/> - O-RING <input type="checkbox"/> - OTHER	<input type="checkbox"/> CLEANED ONLY <input type="checkbox"/> REPLACED: <input type="checkbox"/> - RUBBER KIT <input type="checkbox"/> - CV ASSEMBLY <input type="checkbox"/> - DISC <input type="checkbox"/> - O-RINGS <input type="checkbox"/> - SEAT <input type="checkbox"/> - SPRING <input type="checkbox"/> - STEM/GUIDE <input type="checkbox"/> - RETAINER <input type="checkbox"/> - LOCK NUTS <input type="checkbox"/> - OTHER	<input type="checkbox"/> CLEANED ONLY <input type="checkbox"/> REPLACED: <input type="checkbox"/> - RUBBER KIT <input type="checkbox"/> - CV ASSEMBLY <input type="checkbox"/> - DISC, AIR INLET <input type="checkbox"/> - DISC, CV <input type="checkbox"/> - SEAT, CV <input type="checkbox"/> - SPRING, CV <input type="checkbox"/> - RETAINER <input type="checkbox"/> - GUIDE <input type="checkbox"/> - O-RING <input type="checkbox"/> - OTHER
GAUGE PRESSURE ACROSS CHECK VALVE _____ PSI	RELIEF VALVE OPENED AT _____ PSI	GAUGE PRESSURE ACROSS CHECK VALVE _____ PSI	AIR INLET: _____ PSI CHECK VALVE _____ PSI

## REMARKS:

I hereby certify that this data is accurate and reflects the proper operation and maintenance of the assembly.

TESTER: \_\_\_\_\_ CERT NO. \_\_\_\_\_ DATE: \_\_\_\_\_ TIME: \_\_\_\_\_  
PRINT NAME

THIS ASSEMBLY: ☐ PASSED:  
☐ FAILED: → REQUEST FOLLOW UP

Follow-up Service Call requested? ☐ NO ☐ YES → WORK ORDER # \_\_\_\_\_

QC SIGNATURE \_\_\_\_\_ TESTER SIGNATURE \_\_\_\_\_

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N4

[Date]

PROGRAM NON-COMPLIANCE LETTER SAMPLE

From: Public Works Officer, Naval Support Activity, Naples, Italy

To: Activity, Naval Support Activity, Naples, Italy

Subj: DISCONTINUANCE OF WATER SERVICES FOR BUILDING XXXX

1. You are hereby notified that per NAVSUPPACTNAPLESINST 11330.1 the water supply to your premises, located at (address), will be disconnected XX days from the date of this letter. The discontinuance of your water service will remain in effect until you have complied as required by station's policy.

2. For any questions POC is (Last, First) at XXX-XXXX. Thank you for your assistance.

X. X. XXXXXXXX

Public Works Officer