

Document Owner: Manager Customer Planning

WWA-PM.001.10 Private Property Dye Testing

This Standard Operating Procedure (SOP) covers operating dye testing within Private Properties. This is normally performed in conjunction with the Smoke testing of the public sewer mains and private laterals.

Before entering properties for the purposes of an inspection, inspectors should be familiar with Local Govt Act 2002 Section 171 General powers of entry.

Health & Safety and Operational Information

Hazard Indicators



Personal Protection



Health and Safety Information

- Health and Safety documentation.
- Generic Traffic Management Plans or site-specific Traffic Management plan.
- Hazardous Waste

Customer Information (Confidential)

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

Emergency Procedure / Escalation

Emergency

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

Escalate if extra resources required or problems occur!

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

Emergency

Escalate if extra resources required or problems occur!

Operation's & Maintenance Documentation

- Corridor Access Requests (CAR) and WIP Permits (site specific or generic/global)
- Service plans (B4uDig)
- Design drawings & P&ID's
- Site plans
- Notification cards

Priority Customer Categories

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

Additional Documentation

This should be read in conjunction with the Planning Your Catchment, Private Property Visual Inspections Document [Safety Data Sheets for Fluorescence dye](#)

Required Skills, Competencies (Qualifications and/or Certifications)

Competent persons only.

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Standard Operating Procedure

Required Equipment

Equipment and Information	Details
Fully Equipped Vehicle	Ensure vehicle, plant, equipment and materials appropriate to the day's work schedule are available.
Specialised equipment	Fluorescence dye (Green and Red). Liquid form or powdered Roof Gutter pole Hose Radios Manhole lifting equipment Appropriate Traffic management Field Maps Application

Prepare to do the work

Action	Action Details
Pre-Start Process	Complete the Daily Pre Start: <ul style="list-style-type: none"> - Include Hazard ID - Include Pre-Start Tailgate Meeting Undertake all tasks required in the Generic Planned Maintenance SOP
Compliance	Traffic Management Plan - Where required, TMP to be in place prior to work starting. TMP to be accessible on site.
Notification	Private Property Inspections should only take place after formal notifications have been sent to Owners and tenants at least twenty four hours beforehand.
Training for Dye Handling	Use of gloves when handling dye. Masks if required Disinfectants and Cleaning agents Refer to Safety Sheets for further guidance

Perform the work

Action	Trade	Action Details
TMP	Serviceperson	Implement TMP. Review and update to suit site conditions if required.
Notification	Serviceperson	Before entering the property <ul style="list-style-type: none"> - Search for signs of animals - Be loud before entering property to attract any dogs. - If you feel uncomfortable with the dog Contact owner to arrange for inspection when the owner is home - If unsure or uncomfortable with the dog call Team Leader Make contact with owner or tenant regarding work to be undertaken. Ensure that they have received the notification card twenty four hours prior.
Maintenance	Serviceperson	Performing the test <ul style="list-style-type: none"> • When dye testing roof fixtures, use the Roof gutter pole. Introduce the dye into the hose before connecting to the Roof gutter pole • Turn water on slowly as there may be leaks and any dye spilt will need to be cleaned • Advise service person at the SW/SS manhole that the dye is on its way and continue to run water until it has been received at either manhole. • Once the dye has been received at the SW/SS manhole the dye test is

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		complete
TMP	Serviceperson	Remove TMP installed for works
Report	Serviceperson	Complete report on dye testing outcomes for the property. If any remedial works needed by the owner provide a copy of the report to the owner informing them of work to be done and procedures for notifying WWL when the work is completed.