

Water Meter & Backflow Prevention Device Installation Guideline

East Hants Water Utility

October 5, 2022



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Table of Contents

- Water Meter & Backflow Prevention Device Installation Guideline 1
- 1.0 Introduction 3
- 2.0 Water Meter Installation 3
 - 2.1 Water Meter Design 3
 - 2.2 Water Meter Sizing 3
 - 2.3 Water Meter Selection 4
 - 2.4 Water Meter Location 4
 - 2.5 Water Meter Arrangement 5
 - 2.6 Bypass Arrangements 5
 - 2.7 Water Meter Chambers 6
- 3.0 Backflow Prevention Device Installation 6
 - 3.1 Backflow Prevention Device Premise 6
 - 3.2 Backflow Prevention Device Sizing 6
 - 3.3 Backflow Prevention Device Selection 6
 - 3.4 Backflow Prevention Device Location 7
 - 3.5 Floor Drain 7
 - 3.6 Backflow Prevention Device Arrangement 7
 - 3.7 Sprinklers 7
 - 3.8 Backflow Prevention Device Testing 7
- 4.0 Applications 8
- Appendix A 9
- Appendix B 10
- Appendix C 11
- Appendix D 12



List of Tables

Table 1: Water Meter Dimensions

Table 2: Available Water Meters

Table 3: Acceptable BFP Methods/Devices

Table 4: Degree of Hazard



1.0 Introduction

The purpose of the East Hants Water Meter and Backflow Prevention Device Installation Manual is to provide a guideline for designers, contractors and East Hants staff. The intent is to standardize meter and Backflow Prevention (BFP) device installations, provide clarity on the plumbing arrangement, and indirectly ensure proper continual functioning of the devices over time.

This manual should be read in conjunction with the current East Hants Municipal Standards, East Hants Water Utility Rules and Regulations, and the most recent East Hants Water Utility Rates and Charges.

The East Hants Water Utility (EHWU) Rules and Regulations require that all water service connections be metered. Water cannot be turned on at the curb stop until a water meter has been installed.

The Municipality protects, treats and delivers safe drinking water, but our responsibility does not end there. We are required by Nova Scotia Environment (NSE) to enforce the installation of Backflow Prevention (BFP) Devices on water service lines where there is greater potential for backflow. Currently all new commercial buildings in serviceable areas will require a BFP device.

Alterations to these installation specifications may be subject to change without notice by the Water Utility. Exceptions to these specifications will be looked at on a case-by-case basis.

2.0 Water Meter Installation

2.1 Water Meter Design

The EHWU uses radio read meters that do not require an outside reading pad (no wire necessary).

The water meter will only be installed and/or the water service turned on by the utility after rough plumbing on upstream and downstream sides of the meter is complete.

The EHWU will supply and install the meter couplings and water meter for household applications. For water meters 1.5" or larger, meter flange installation is the responsibility of the plumber, while meter installation is done by EHWU.

A Water Connection Application Form can be found in Appendix A.

2.2 Water Meter Sizing

For all single-unit residential applications, the water meter will be a 5/8"x 3/4" meter requiring 3/4" female adapters.

For multi-unit or commercial applications, the water meter is to be sized in accordance to *AWWA M22 Sizing Water Service Lines and Meters* and the *Water Meter Sizing Calculation Sheet* (Appendix B) by the Design Engineer. The Water Meter Sizing Calculation Sheet (found in Appendix B) must be submitted to the EHWU for review for multi-units (over 4) and commercial applications.

The Total Peak Demand for a water meter cannot exceed 90% of the maximum instantaneous flow as specified by the water meter manufacturer.

Table 1: Water Meter Dimensions

Meter Size	Adapter Size	Meter Length	Meter Width	Space Required for Installation
5/8" x 3/4"	3/4"	7.5"	5 3/4"	12" (adapter to adapter)
3/4"	3/4"	9"	5 3/4"	13 3/4" (adapter to adapter)
1"	1"	10 3/4"	6.5"	15 3/4" (adapter to adapter)
1 1/2"	1 1/2"	13"	7.5"	13" (face of flange to face of flange)
2"	2"	17"	9"	17" (face of flange to face of flange)
3"	3"	17"	8.5"	17" (face of flange to face of flange)
4"	4"	20"	9 1/8"	20" (face of flange to face of flange)

2.3 Water Meter Selection

All water meters are supplied by the East Hants Water Utility (EHWU).

Table 2: Available Water Meters

Meter Size (Metric)	Meter Size (Imperial)	Neptune Model	90% Max Inst. Flow (usgpm)	Maximum Instantaneous Flow (usgpm)
15 mm	5/8" x 3/4"	T-10 Positive Displacement	18	20
19 mm	3/4"	T-10 Positive Displacement	27	30
25 mm	1"	T-10 Positive Displacement	45	50
38 mm	1.5"	T-10 Positive Displacement	90	100
50 mm	2"	T-10 Positive Displacement	144	160
75 mm	3"	Tru/Flo Compound Water Meter	315	350
100 mm	4"	Tru/Flo Compound Water Meter	540	600

Unless otherwise approved, a separate Sprinkler Service Connection must be supplied to each property which utilizes fire sprinklers. The Sprinkler Service Connection must be equipped with a backflow prevention device equipped with bypass metering technology to detect leakage or unauthorized use of water. The 15 mm (5/8") bypass water meter will be supplied and installed by EHWU.

2.4 Water Meter Location

Water meter location should abide by the following:

- Water meters must be installed in the building which they serve and not in an auxiliary building unless otherwise pre-approved by EHWU.
- Water meters must be installed in a heated area that is sealed from drafts and protected from freezing temperatures.
- It is suggested that meters be installed parallel to a wall, not obstructing any travelled area or potential storage areas.

- New meters should be installed in an area with sufficient room for access/servicing.
- Meters should be installed within 36 inches of where the service line enters building.

2.5 Water Meter Arrangement

The water meter is owned, operated and maintained by the EHWU. Only the EHWU can install or remove the water meter unless otherwise approved by EHWU.

Water meter arrangements should abide by the following:

- Refer to the drawings for minimum and maximum clearance measurements.
- Isolation valves are to be ball type.
- The initial valve should be located directly before the meter coupling.
- Compression isolation valve fitting is to be installed with proper or approved stainless steel inserts in any and all connections to the polyethylene service line before the meter. Other style connections should be approved by the manufacturer for the type of service line installed. No hose barb type connections will be approved.
- A second isolation ball valve is required immediately downstream of the water meter (and before pressure regulating valve, where applicable).
- The service line entering a building, and other piping, should not be subject to undue stress in order to make meter connections.
- The number of soldered/compression/threaded connections between the service line and the first/primary isolation valve should be minimized.
- No tees or branches are permitted before the water meter.
- As required, pressure regulating valves are to be installed where system pressures exceed the National Plumbing Code. You may contact the EHWU about water pressure in your area. Pressure regulating valves, where required, are to be supplied by the customer and are to be installed downstream of the water meter.
- Meters should be installed horizontally, plumb and level. Can be installed vertically if no other option is available (a request for this setup should be made early in the plumbing process).
- Meter and isolation valves cannot be covered in such a way that they will be inaccessible (e.g. sealed in a wall).
- Piping in the water meter arrangement should be secured to the wall or other permanent structure.
- Brass, copper, pex and stainless-steel fittings are acceptable. Galvanized, black iron etc. fittings will not be accepted.
- All piping, valves, couplings, fittings and other components of the water meter arrangement must conform to NSF-61.

Examples of water meter arrangements can be found in Appendix C

2.6 Bypass Arrangements

For any large commercial buildings that require backflow or a continuous water source where a meter bypass arrangement is being installed, the bypass must have a lockable shut off valve, as approved by the EHWU.

Examples of bypass arrangements can be found in Appendix C.

2.7 Water Meter Chambers

The East Hants Water Utility does not encourage or endorse the use of Water Meter Chambers. Any design proposed using a water meter chamber setup requires a specific request made through the development application to be signed off by or on behalf of the Municipal Engineer.

3.0 Backflow Prevention Device Installation

The Municipality's Cross Connection Control Program monitors the installation and maintenance of BFP devices to minimize risk of a potential contaminant entering the distribution system from a customer's premise through backflow and help protect the public's safety by preventing drinking water contamination.

BFP devices have been a requirement since 1999 in the *Municipality of East Hants Municipal Services System General Specification* and more recently in Schedule "D" *East Hants Water Utility Schedule of Rules and Regulations*. The last detailed review and rollout of regulations occurred in 2016 and has been in enforcement since that last adoption/update. New forms and programming for new construction have been available since June 1, 2016.

3.1 Backflow Prevention Device Premise

In East Hants, backflow prevention devices are required on buildings where there is a greater potential for backflow and contamination to the water supply.

These include:

- industrial, commercial, and institutional buildings.
- apartment buildings with more than four units.
- sprinkler service lines.
- "...all new services where in the opinion of the municipality, there is a potential risk of contamination of the potable water supply system resulting from back flow or back pressure from the individual premise."

3.2 Backflow Prevention Device Sizing

Backflow prevention devices are to be sized in conjunction with the water meter sizing and the manufacturer's specification.

3.3 Backflow Prevention Device Selection

The type of BFP device is based on the 'degree of hazard' that the specific location represents to the drinking water supply. A *Backflow Prevention Device Application Form (Appendix D)* must be filled out by a professional engineer or certified plumber, in accordance with the CSA B64.10 and CSA B64 series, to determine the degree of hazard.

Table 3: Acceptable BFP Methods/Devices

CSA Standard No.	Type of Device	Minor Degree of Hazard	Moderate Degree of Hazard	Severe Degree of Hazard	Device Under Continuous Pressure
-	Air Gap	X	X	X	No
B64	Reduced Pressure Principle Assembly (RP)	X	X	X	Yes
B64	Double Check Valve Assembly (DCVA)	X	X	-	Yes

Table 4: Degree of Hazard

Degree of Hazard	Definition
Minor	Any cross connection or potential cross connection that constitutes only a nuisance and that results in a reduction in only aesthetic quality of the water.
Moderate	Any minor hazard (MH) connection that has a low probability of becoming a severe hazard.
Severe	Any type of cross connection or potential cross connection involving water that has additives or substances that under any concentration, can create a danger to health.

3.4 Backflow Prevention Device Location

Backflow prevention devices must be installed downstream of the water meter and isolated with shutoff valves.

3.5 Floor Drain

An RP backflow prevention device can discharge a significant volume of water should the device fail during a backflow condition. RP backflow prevention device arrangements are to have a floor drain sized and positioned to accept the flows.

3.6 Backflow Prevention Device Arrangement

Backflow prevention devices must be horizontally level and downstream of the water meter. No tees or branches between the meter and backflow prevention device are permitted. Bypass arrangements require a duplicate BFP device on the bypass line. Reduced pressure principle backflow prevention devices are not permitted to be installed in underground chambers/“pitts”. Backflow prevention device arrangements can be found in Appendix B.

Backflow Prevention Device Arrangements will be reviewed by EHWU staff prior to turning on the water to the premise.

3.7 Sprinklers

This manual is to be used in conjunction with National Fire Protection Association standards.

3.8 Backflow Prevention Device Testing

It is the customer’s responsibility to ensure that all backflow prevention devices must be tested upon installation and annually thereafter. If the assembly fails its test, maintenance or repair is immediately required. The assembly must be retested immediately after any repairs, maintenance, or when the assembly has been removed, reinstalled or changed locations.

Upon installation, the customer will have 30 days after the water is turned on, to complete the initial BFP test. A notice will be sent to the property owner, by the EHWU, thirty (30) days prior to the annual deadline for testing.

Testing must be completed by an individual who holds a certified Sprinkler Systems and Plumbing Certificate as well as a Cross Connection Control Certificate (issued by the ACWWA). Equipment used must be properly calibrated and maintained.

A record card must be placed on or beside the device indicating:

- the test date.
- the tester's certificate number, name, initials, and the name of his/her employer.
- the location, type, manufacturer, serial number, and size of the device.
- the name and address of the owner of the device.

4.0 Applications

Water meter and BFP applications as well as related forms are available on our website at www.easthants.ca. They are also found in Appendix D of this guideline.



Appendix A

Water Connection Application Form





EAST HANTS

WATER CONNECTION APPLICATION FORM

Address: Box 230, Suite 170, 15 Commerce Court, Elmsdale, NS, B2S 3K5 Phone: (902) 883-2299 Toll Free: 1-866-758-2299 www.easthants.ca

Date Requested for:		
Property Owners First name	Middle name	Last name
Email		Date of Birth
Telephone number	Work number	Cell number
Name of Spouse	Middle name	Last name
Date of Birth		
Cell number	Work number	Email
Civic Number / Street Name		Lot #
Mailing Address		
Number of Persons Occupying House (including children):		Is this a rental property? <input type="checkbox"/> YES <input type="checkbox"/> NO
Have you ever had a water account with us before: <input type="checkbox"/> YES <input type="checkbox"/> NO	If yes, please advise address of previous water account:	
Signature of Owner		
Contact in case of Emergency, someone other than occupant(s):	Relationship:	Contact Number:
<p>Please note - Administration Fees: The Utility will charge a \$25.00 fee for the creation of a water account, notwithstanding the fact that no physical disconnection of the system may have occurred.</p> <p>The Utility will charge a \$40.00 fee for the installation of a water meter or the inspection thereof during normal working hours. The fee shall be \$200.00 when a meter is installed, or inspection performed, AFTER normal working hours of the utility. Please Note: Installation of water meters occur weekly on Thursdays.</p>		
WATER DEPARTMENT USE ONLY		
Date Meter Installed: _____ Meter Size: <input type="checkbox"/> 5/8" <input type="checkbox"/> 3/4" <input type="checkbox"/> 1" <input type="checkbox"/> 2" Installation: _____ Old Reading: _____ Device Number: _____ Admin Fee Add: _____		Contract Acct: _____ Conn Obj: _____ Premise: _____ New: _____ ID Number: _____ Installation Fee: _____

NEW SERVICE

FULL REPLACEMENT

NAME CHANGE

Appendix B

Water Meter Sizing Calculation Sheet





WATER METER SIZING CALCULATION SHEET - Non-fire service water meters

Box 230, Suite 170, 15 Commerce Court, Elmsdale, NS B2S 3K5 Phone: (902) 883-2299 Fax: 1-888-684-5912 Toll Free: 1-866-758-2299 www.easthants.ca

Applicant, Customer & Premise Information

Date: _____ Building Permit Number: _____
 Name: _____ Email: _____
 Phone #: _____ Fax #: _____
 Location/Address: _____

Property Identification # (PID): _____ Lot #: _____

Premise Use:

Type of Premise: Residential Multi-Unit Res. Industrial Commercial Institutional
 Degree of Hazard Minor Moderate Severe Number of Multi-Units: _____

Calculation

Step 1 - Fixture Demand - Adjust fixture value as required for public, commercial, industrial and institutional uses. Attach calculation sheets. Use AWWA M@@ Fixture Value Methodology.

<u>Fixture</u>	<u>Fixture Value</u>		<u>Number of Fixtures</u>	=	<u>Fixture Units</u>
_____	_____	X	_____	=	_____
_____	_____	X	_____	=	_____
_____	_____	X	_____	=	_____
_____	_____	X	_____	=	_____
_____	_____	X	_____	=	_____
_____	_____	X	_____	=	_____
_____	_____	X	_____	=	_____
_____	_____	X	_____	=	_____
_____	_____	X	_____	=	_____
_____	_____	X	_____	=	_____
_____	_____	X	_____	=	_____
_____	_____	X	_____	=	_____
_____	_____	X	_____	=	_____
_____	_____	X	_____	=	_____
_____	_____	X	_____	=	_____
_____	_____	X	_____	=	_____
_____	_____	X	_____	=	_____
_____	_____	X	_____	=	_____
_____	_____	X	_____	=	_____
_____	_____	X	_____	=	_____
			Combined Fixture Value Total	=	_____ (A)

Step 2 - Calculate Customer Unadjusted Peak Demand

Customer Peak Demand extrapolated from Figure 4-2 of Figure 4-3 = _____ L/m(B)

Calculation continued

Step 3 - Apply Pressure Adjustment Factor

_____ kPa (_____ Psi) Pressure Factor from table 4.1 = _____ (C)
 Customer Adjusted Peak Demand (B x C) = _____ L/m (D)

Step 4 - Add Underground Irrigation Demand

<u>Underground Sprinklers</u>			<u>Sections (1 section = 100ft²)</u>		
Spray System	_____ 1.16	X	_____	=	_____ L/m (E)
Rotary Systems	_____ 0.4	X	_____	=	_____ L/m (F)
			Total Irrigation Flow (E + F)	=	_____ L/m (G)

Step 5 - Calculate Total Peak Demand

Total Peak Demand (D+G) = _____ L/m(H)

Step 6 - Size and Select Water Meter (Refer to the Manual)

Meter Selection

Water Meter Make: _____ Neptune _____

Water Meter Model: _____

Water Meter Size (H<90% of Water Meter Rated Peak Instantaneous Flow) = _____ mm (I)

Water Meter Size (maximum allowable pressure drop of 48 kPa (7Psi)) = _____ mm (J)

Meter Size Calculated (greater of I or J) = _____ mm


Indoor or Outdoor Installation = _____ mm

Water Service Connection Size (for information) = _____ mm

Water Meter Sizing Certification

Designer: _____ Professional Engineer or Licensed Plumber (Print) _____ (Signature)

Company: _____
 Phone #: _____
 Email: _____
 Comments: _____

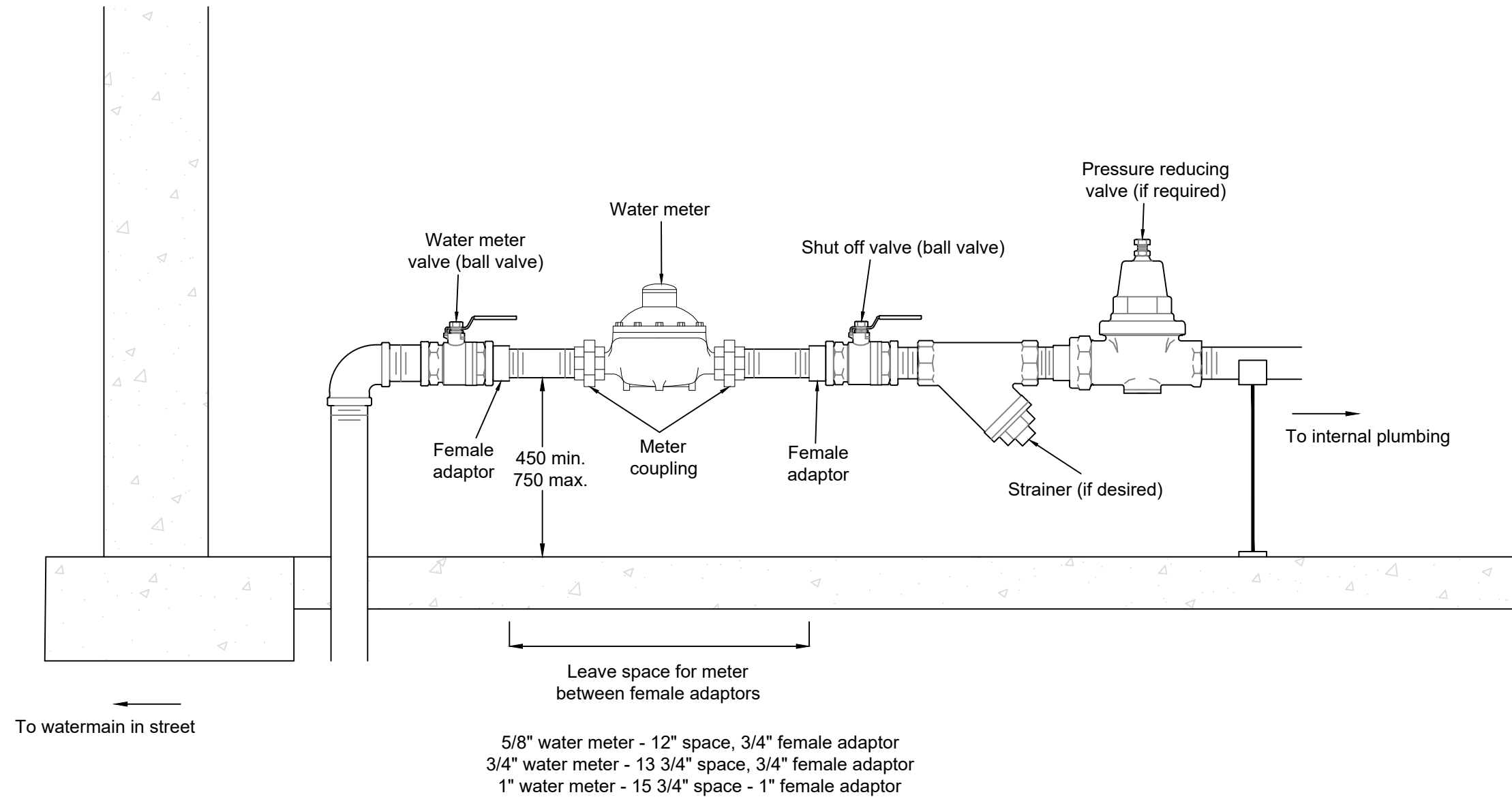
Seal: 

Appendix C

Water Meter and Backflow Prevention Device Arrangements



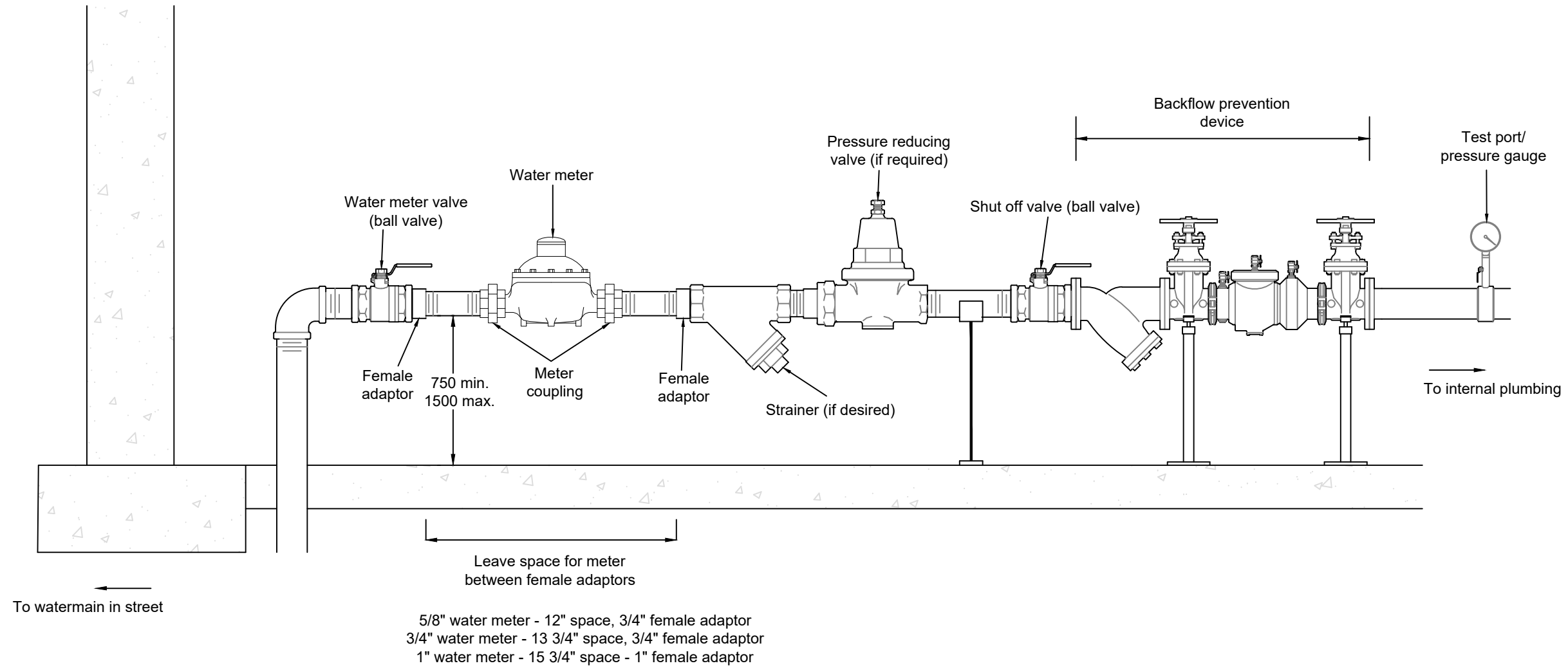
Profile of 5/8", 3/4" & 1" Water meter arrangement



NOTES:

1. All products and materials are required to be NSF-61 compliant.
2. Meter and meter coupling to be installed by Water Utility.
3. All pipe material is required to be Type K copper tubing, PexA municipex or PVC CTS DR9 rated for 200 psi with proper inserts and compression fittings.
4. Water meter to be installed within 1200 mm of where the service connection enters the building.
5. Arrangement is to be no less than 450 mm and no more than 750 mm from the floor.
6. The arrangement is required to be horizontally level and have sufficient room for access.
7. All components illustrated must be installed prior to the water meter installation.
8. The building is required to be roof tight and the curb stop and service box are to be plumb and level with finished landscaping prior to water meter installation.

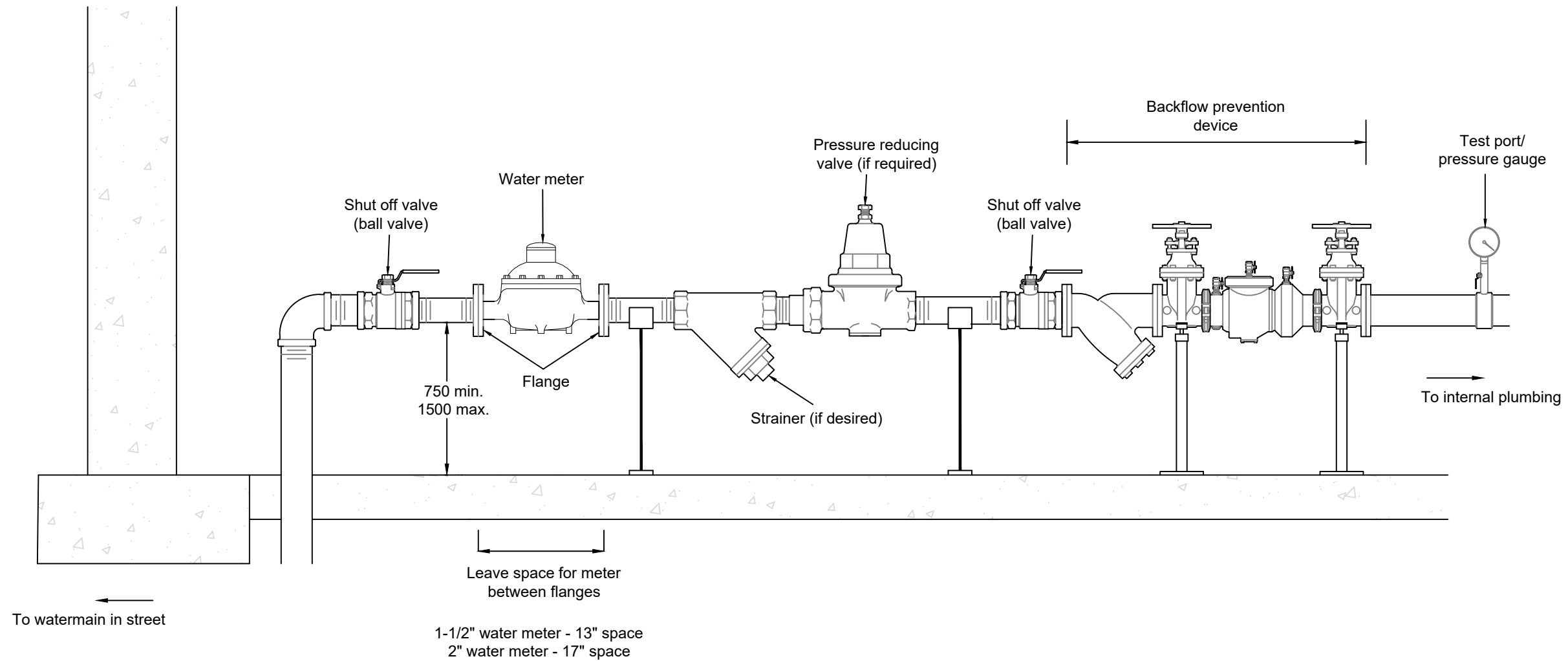
Profile of 5/8", 3/4" & 1" Water meter & backflow prevention device arrangement



NOTES:

1. All products and materials are required to be NSF-61 compliant.
2. Meter and meter coupling to be installed by Water Utility.
3. All pipe material is required to be Type K copper tubing, PexA municipex or PVC CTS DR9 rated for 200 psi with proper inserts and compression fittings.
4. Water meter to be installed within 1200 mm of where the service connection enters the building.
5. Arrangement is to be no less than 750 mm and no more than 1500 mm from the floor.
6. The arrangement is required to be horizontally level and have specified room for access.
7. All components illustrated must be installed prior to the water meter installation.
8. The building is required to be roof tight and the curb stop and service box are to be plumb and level with finished landscaping prior to water meter installation.
9. Test port/pressure gauge to be located downstream of meter and backflow prevention device.

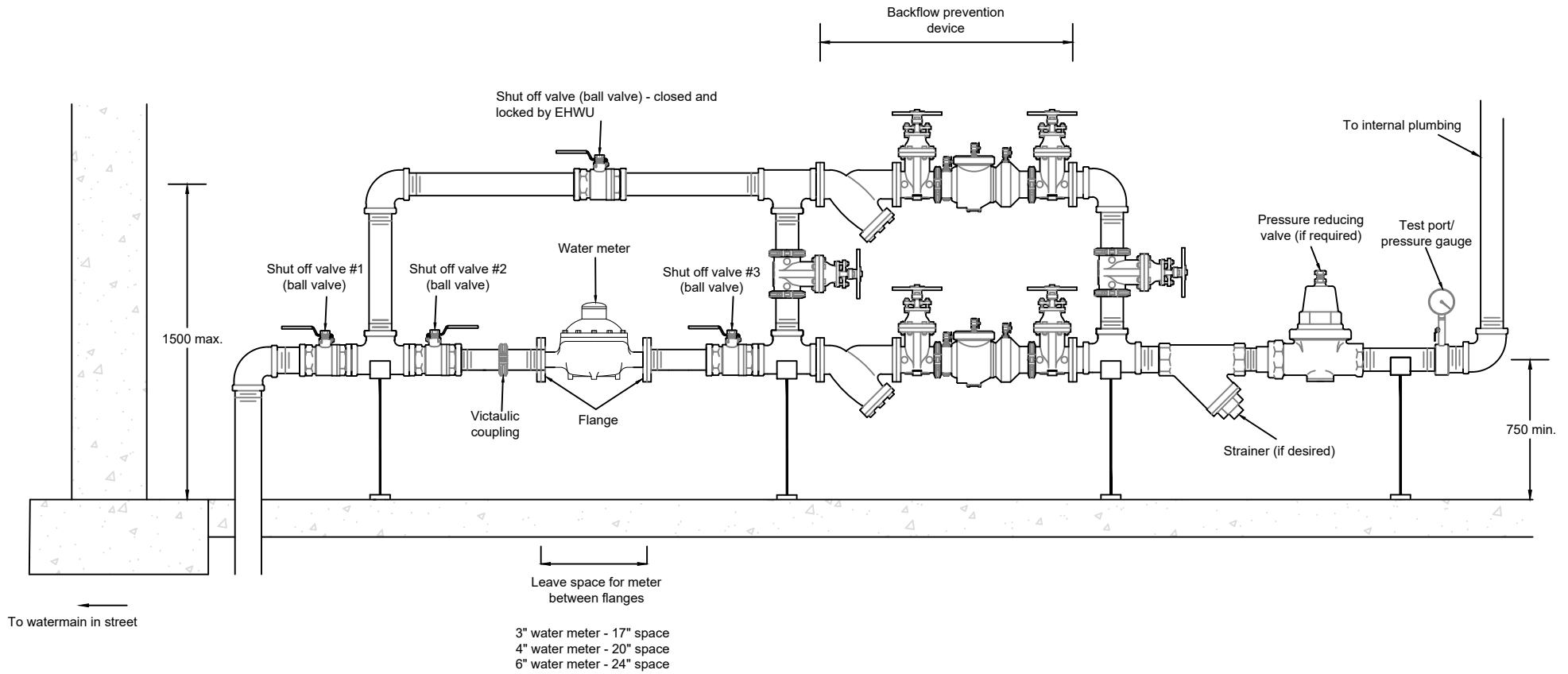
Profile of 1-1/2" & 2" Water meter & backflow prevention device arrangement



NOTES:

1. All products and materials are required to be NSF-61 compliant.
2. Meter to be installed by others.
3. All pipe material is required to be Type K copper tubing, PexA municipex or PVC CTS DR9 rated for 200 psi with proper inserts and compression fittings.
4. Water meter to be installed within 1200 mm of where the service connection enters the building.
5. Arrangement is to be no less than 750 mm and no more than 1500 mm from the floor.
6. The arrangement is required to be horizontally level and have specified room for access.
7. All components illustrated must be installed prior to the water meter installation.
8. The building is required to be roof tight and the curb stop and service box are to be plumb and level with finished landscaping prior to water meter installation.
9. Test port/pressure gauge to be located downstream of meter and backflow prevention device.

Profile of 3" and greater water meter & backflow prevention device by-pass arrangement



NOTES:

1. All products and materials are required to be NSF-61 compliant.
2. Meter to be installed by other.
3. All pipe material is required to be Type K copper tubing, PexA municipex or PVC CTS DR9 rated for 200 psi with proper inserts and compression fittings.
4. Water meter to be installed within 1200 mm of where the service connection enters the building.
5. Arrangement is to be no less than 750 mm and no more than 1500 mm from the floor.
6. The arrangement is required to be horizontally level and have specified room for access.
7. All components illustrated must be installed prior to the water meter installation.
8. The building is required to be roof tight and the curb stop and service box are to be plumb and level with finished landscaping prior to water meter installation.
9. Details of thrust restraint system and pipe supports to be designed and stamped by the design Engineer.
10. Test port/pressure gauge to be located downstream of meter and backflow prevention device.

Appendix D

Backflow Prevention Device Application Forms





APPLICATION FOR BACKFLOW PREVENTION DEVICE - New Construction

Box 230, Suite 170, 15 Commerce Court, Elmsdale, NS B2S 3K5 Phone: (902) 883-2299 Fax: 1-888-684-5912 Toll Free: 1-866-758-2299 www.easthants.ca

Date: _____
Applicant/Name of Development: _____
Location Address: _____
Owner's Name: _____
Owner's Address: _____
Postal Code: _____ Phone #: _____ Fax #: _____
Email Address: _____
Peak Domestic Flow: _____ (usgpm) Domestic Service Size: _____
Is Pressure Reducing Valve (PRV) Required? : Yes: _____ No: _____
Meter Size: _____
BFP Device Size: _____
Manufacturer: _____
Model: _____ Type: DCVA RP
A drawing showing location and orientation of the proposed backflow prevention device included? : YES: _____ No: _____
****Backflow prevention device in accordance with Canadian standards Association (CSA-B64)****
Is By-Pass Required? : Yes: _____ No: _____
By-Pass Size: _____
By-Pass BFP Device Size: _____
Manufacturer: _____
Model: _____
If Residential, # of Units: _____
If Commercial, Industrial or Institutional, describe use of building (i.e. restaurant, university, hospital, office complex, dry cleaners, temporary meter, etc.): _____
Please indicate your preferred method of response: Email/Phone/Mail/Fax _____

THE ABOVE INFORMATION IS CERTIFIED CORRECT BY:

Name (Please Print) _____ (P.Eng or Licensed Plumber) Phone #: _____
Signature _____ Fax #: _____
Email: _____

- NOTE:**
1. Backflow Prevention Devices require testing upon installation and on an annual basis by a certified BFP tester. A notice will be sent to the owner 30 days prior to the anniversary date of the initial test of the Backflow Prevention Device.
 2. A Reduced Pressure (RP) Principle Backflow Prevention Device can discharge a significant volume of water should the device fail during a backflow condition. Provision for discharge to a positive drainage system is recommended.
 3. Orientation of a Reduced Pressure (RP) Principle Backflow Prevention Device to horizontal unless otherwise approved by the Canadian standards Association (CSA).
 4. A drawing showing location and orientation of the proposed Backflow Prevention device is required as part of the review form application.
 5. The above information only pertains to Backflow Prevention devices.

For Office Use Only

Municipality of East Hants Representative - _____

Specification Check: _____ Date: _____
Installation Check: _____ Date: _____

Applications can be emailed to water@easthants.ca or delivered to the above address c/o The Cross Connection Control (CCC) Program



APPLICATION FOR BACKFLOW PREVENTION DEVICE (SPRINKLER) - New Construction

Box 230, Suite 170, 15 Commerce Court, Elmsdale, NS B2S 3K5 Phone: (902) 883-2299 Fax: 1-888-684-5912 Toll Free: 1-866-758-2299 www.easthants.ca

Date: _____
 Applicant/Name of Development: _____
 Location Address: _____
 Owner's Name: _____
 Owner's Address: _____
 Postal Code: _____ Phone #: _____ Fax #: _____
 Email Address: _____

Fire Flow Requirement: _____ (usgpm) Sprinkler Service Size: _____
 Booster Pump: Yes: No:
 BFP Device Size: _____
 Manufacturer: _____
 Model: _____ Type: DCVA RP

A drawing showing location and orientation of the proposed backflow prevention device included? : YES: _____ No: _____
 Backflow prevention device in accordance with Canadian standards Association (CSA-B64)

Type of Sprinkler System: Dry: _____ Water Wet: _____
 Gas: _____ Type of Gas: _____
 Chemical Wet: _____ Type of Chemical: _____

Anti-Freeze Loops on Sprinkler System: Yes: _____ No: _____

Please indicate your preferred method of response: Email/Phone/Mail/Fax

NOTE:

- Backflow Prevention Devices require testing upon installation and on an annual basis by a certified BFP tester. A notice will be sent to the owner 30 days prior to the anniversary date of the initial test of the Backflow Prevention Device.
- Where a Booster Pump is installed on a fire protection system, the Backflow Prevention Device must be installed on the discharge side of the pump.
- A Reduced Pressure (RP) Principle Backflow Prevention Device can discharge a significant volume of water should the device fail during a backflow condition. Provision for discharge to a positive drainage system is recommended.
- Orientation of a Reduced Pressure (RP) Principle Backflow Prevention Device to horizontal unless otherwise approved by the Canadian standards Association (CSA).
- A drawing showing location and orientation of the proposed Backflow Prevention device is required as part of the review form application.
- The above information only pertains to Backflow Prevention devices.

THE ABOVE INFORMATION IS CERTIFIED CORRECT BY:

Name (Please Print) _____ (P.Eng or Licensed Plumber) _____
 Signature _____
 Phone #: _____
 Fax #: _____
 Email: _____

For Office Use Only

Municipality of East Hants Representative - _____

Specification Check: _____ Date: _____
 Installation Check: _____ Date: _____

Applications can be emailed to water@easthants.ca or delivered to the above address c/o The Cross Connection Control (CCC) Program