

Water measuring and metering Installer Checklist

This Checklist has been provided as a guide to ensure on-going compliance for your client, the resource consent holder.

Step	Task	Reference, resources and contacts	Tick box on completion
1.	<p>Check the consent holder's (your client) resource consent for metering requirements.</p> <p>Familiarise yourself with Fact Sheet 1 (Installing a flow-meter or water measuring device in a closed conduit system)</p> <p>On the website also obtain copies of the following forms:</p> <ul style="list-style-type: none"> (a) Flow-meter, Data Logger Installation and Commissioning Form (b) Flow-meter/water measuring Device Verification Form <p>Note: you will need to complete these when you complete the installation.</p> <p>Non-standard installations If the installation is non-standard you will need approval before the installation can proceed. Please download and fill out the following form:</p> <p><input type="checkbox"/> Non-Standard Installation Approval Form.</p>	<p>www.ecan.govt.nz</p> <p>www.ecan.govt.nz/watermetering</p> <p>Note All applications must be submitted to Environment Canterbury by mail or email:</p> <p>Environment Canterbury Water Metering 200 Tuam Street PO Box 345 Christchurch 8140 Or Water.metering@ecan.govt.nz</p>	<input type="checkbox"/> <input type="checkbox"/>
2.	<p>Should you have any queries regarding interpretation of the resource consent or installation requirements please contact Environment Canterbury's water metering team for clarification.</p>	<p>Customer services 200 Tuam Street, Christchurch Freephone: 0800 324 636 or Christchurch: 03 353 9007 Water.metering@ecan.govt.nz</p>	
3.	<p>Undertake verification of installation and record this on the verification form provided.</p>		<input type="checkbox"/>
4.	<p>Complete and submit the following forms within 30 days on completion of installation:</p> <ul style="list-style-type: none"> (c) Flow-meter, Data Logger Installation and Commissioning Form. (d) Flow-meter/water measuring Device Verification Form <p>It is recommended that you provide a copy to the Resource Consent Holder (your client) for their record.</p>	<p>All applications must be submitted to Environment Canterbury by mail or email:</p> <p>Environment Canterbury Water Metering 200 Tuam Street PO Box 345 Christchurch 8140 Or Water.metering@ecan.govt.nz</p>	<input type="checkbox"/>