



San Benito County Water District

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Recycled Water Delivery Checklist

Step 1--Customer completes:

- Easement
- Owner/Applicant Training
- Recycled Water Permit Application
- Recycled Water Service Site Plan
- Authorization to Schedule Water

Step 2--District staff meets customer on-site:

- Verify *On-Site Recycled Water Service Plan*
- Identify site improvements/modifications to comply with *Rules and Regulations*
- Assess Preliminary Cross Connection Potential

Step 3-- Customer:

- Completes on-site modifications,
- Has Cross-Connection or Backflow testing performed (Certificate Required)
- Notifies District of completion.

Step 4--Customer's Site Supervisor and Irrigators:

- Review the Rules and Regulations
- Attend a training workshop
- Receive On-site Supervisor Packet and signs

Step 5--District staff on-site visit:

- Conducts Visual Inspection of Use Site
- Verifies site specific requirements have been met, if required
- Verifies proper signage and labeling of equipment

Step 6--District activates service:

- District staff activates turnout, makes necessary flow and pressure adjustments and begins recycled water service.

Step 7—Ongoing:

- Weekly: Customer collects monitoring data and fills out the *Self-Monitoring Report*
- District periodically visits site to check for compliance with *Rules and Regulations*
- Customer schedules water deliveries