

Document Owner: Manager Customer Planning

Inlet and Outlet Cleaning Wastewater

Planned maintenance procedures for inlet and outlet cleaning of wastewater outflows. Typically scours or high level overflows.

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
- Confined Space Entry

Operation's & Maintenance Documentation

- Corridor Access Requests (CAR) and WIP Permits (site specific or generic/global)
- Service plans (B4uDig)
- Design drawings
- Site plans
- Notification Calling Cards

Customer Information (Confidential)

- NA

Priority Customer Categories

- NA

Emergency Procedure / Escalation

Emergency

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

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.

Additional Documentation

Required Skills, Competencies (Qualifications and/or Certifications)

Competent Person.

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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 is available.
Specialist Equipment	Ensure specialist equipment required is available for utilisation.
Specialist Materials & Parts	Ensure you have loaded up all the required parts and materials required to undertake the maintenance work to be completed.

Prepare to do the work

Action	Action Details
Pre Start Process	Complete the Daily Pre Start – Planned Maintenance <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. Resource Consent - Where required, must be accessible onsite and read by all employees before work commences.
Environmental Assessment	Assess risk of damage to environment particularly riverbank and surrounding ground. Assess risk of river contamination. <ul style="list-style-type: none"> - Care to be taken by all vehicles entering the site. - Ensure digger is clean prior to job start following arrival on site to avoid watercourse contamination. - Ensure any tracks left are minimised. Keep all work in the riverbed with excavator to a minimum. - Care to be taken when working close to or in the riverbed or costal outlet - Beware of fuel contamination as working near a river / coastline. - Advise GWRC of any spill or discharge to the environment.

Perform the work

Action	Trade	Action Details
Maintenance	Competent Person	Clear debris from inlet / outlet points
Inspect	Competent Person	Check grates, weirs and outlet structures for condition and serviceability. Raise Work order for defects
Maintenance	Competent Person	Clear debris outlet. Ensure downstream has free flow
Inspect	Competent Person	Check outlet points for erosion and scouring. Raise Work order for defects
Record	Competent Person	Check operational status of control valves (Fully Operational, Ceased, Partial Function). Raise reactive work order for defects