

Instructions

This application is for those who would like to become a Backflow Prevention Assembly Tester through the Backflow Prevention Program. Please make sure to read the PW-UTO-04 Addendum: Tester and/or Repairman Responsibilities and Code of Ethics.

Applicant Information

Date: _____

Name: _____ Phone: _____

E-mail: _____

Mailing Address: _____
Address City State Zip

Employer Information

Employer: _____ Phone: _____

Company Contact: _____ Fax: _____

E-mail: _____

Mailing Address: _____
Address City State Zip

New Mexico License(s) Information

Applicant must enter the license number that they hold with the New Mexico Construction Industries Licensing Division, and provide copies of their license(s).

Fire Sprinkler Technician: _____

Journeyman Boiler Operator: _____

Journeyman Plumber: _____

Other Qualifications or Licenses: _____

Differential Pressure Test Gauge Information

Make: _____

Model: _____

Serial #: _____

Most Recent Date of Calibration: _____

Cross Connection and Backflow Prevention Course(s) Information

Applicant must provide copies of certificates or provide proof of attending training.

Course Name: _____ Course Hours: _____

Dates of Course: From: _____ To: _____

Course Name: _____ Course Hours: _____

Dates of Course: From: _____ To: _____

Other Relevant Course Work: _____

Technician Acknowledgement and Signature

I certify that I have read and agree to the **Code of Ethics and Responsibilities for Backflow Prevention (Testers and Repairmen)**. I also certify that this application is truthful and accurate to the best of my knowledge.

Signature: _____ Date: _____

Print if signing electronically

The rest of this page is left intentionally blank.

FOR DEPARTMENT USE ONLY

Applicant is: Approved Denied

Applicant can test backflow assemblies? Yes No

Applicant can repair backflow assemblies? Yes No

Employer has a current City of Rio Rancho Business License? Yes No N/A

City Certification Number: _____ Expiration Date: _____

Restrictions: _____

Additional Comments: _____

Code of Ethics & Responsibility



BACKFLOW PREVENTION TESTERS AND
REPAIRMEN

Code of Ethics and Responsibilities for Backflow Prevention (Testers and Repairmen)

I. Code of Ethics:

- A. In order to build professionalism, respect and continued educational values, it becomes imperative for the City to provide a **Code of Ethics and a List of Responsibilities** for Cross Connection Control and Backflow Prevention Testers and Repairman.
- B. All individuals shall take pride in their work, a satisfaction of professional accomplishment and of obtaining professional goals. The goals of this program is to develop, maintain and keep current information and technology in the Cross Connection Control industry. Testers and Repairmen shall constantly strive to improve their knowledge, experience and training in proper Backflow Prevention.
- C. Backflow Prevention Assembly Testers and Repairmen shall strive to maintain cordial and respectful relationships with customers. All relationships benefit the common good and safety of the Public Water Supply.
- D. In order for Testers and Repairmen to accomplish their goals, observance of the following list of ethical rules shall be strongly observed in order to complete the objectives of the Backflow Prevention and Control program developed by the City of Rio Rancho Utility Operations Division.
- E. Each Tester and Repairman shall acknowledge that his/her primary responsibility is the protection of the Public Water Supply and shall accept and agree with the following responsibilities.

II. Responsibilities of the Backflow Prevention Tester and Repairman:

A. Personal Responsibilities:

1. Exercise sound Cross Connection Control principles.
2. Strive to maintain the highest standard of personal conduct to credibly reflect and add stature to the Cross Connection Control industry.
3. Ensure certification requirements remain current.
4. **Only conduct the testing and/or repairs of Backflow Prevention Assemblies if they are certified to do so.**

B. Testing Responsibilities:

1. Be equipped with, and be competent to use, all the necessary tools and gauges required to properly conduct testing of Backflow Prevention Assemblies.
2. Ensure test equipment is calibrated annually by an approved calibration facility.
3. Inspect and test Backflow Prevention Assemblies in accordance with methods, applications, and procedures approved by the Utilities Operations Division.

4. Report to the customer and to the Utilities Operations Division any discovered discrepancies associated with an existing Backflow Prevention Assembly at containment.
 5. Shall not test any Backflow Prevention Assembly that is not commensurate with the degree of hazard, pressure conditions, or where the assembly is not installed to meet the proper installation requirements or application.
- C. Repairing (if applicable) Responsibilities:
1. Make competent repairs on Backflow Prevention Assemblies.
 2. Maintain and repair Backflow Prevention Assemblies, in addition to inspection and testing, in accordance with methods, applications, and procedures approved by the Utilities Operations Division.
 3. Shall not allow a Backflow Prevention Assembly to be repaired by individuals that are not certified to repair Backflow devices.
 4. Shall not change the design, material or operation characteristics of a Backflow Prevention Assembly without prior approval of the Utilities Operations Division.
 5. Shall not make un-needed repairs to Backflow Prevention Assemblies.
 6. Shall not remove or replace a properly operating Backflow Prevention Assembly unless parts are no longer available and it does not appear on the list of approved assemblies.
- D. Report Responsibilities:
1. **All Backflow Tests and Repairmen shall submit complete, current, and accurate Backflow Test Forms (PW-UTO-01.05 (E)) for all Backflow Prevention Assembly testing and repairs to the Utilities Operation Division and the customer within seven (7) calendar days of the completion of the test and repairs.**
 - a. Current forms can be found at: www.RRNM.gov/utforms.
 2. Shall not Sign any **Backflow Test Forms (PW-UTO-01.05 (E))** for tests or repairs the technician did not make.

3. Shall not submit **Backflow Test Forms (PW-UTO-01.05 (E))**:
 - a. With illegible or poor handwriting.
 - b. With incomplete or wrongly marked assembly information.
 - c. Missing technician signature.
 - d. Missing date of test.
 - e. Missing time of test.
 - f. Missing type of test conducted.
 - g. Missing the Rio Rancho Registration number assigned to the technician.
 - h. That do not match the one given to the customer.
 - i. More than **seven (7)** days past the date of testing without written explanation as to the tardiness.

Failure to adhere with the code of ethics or responsibilities will result in the removal of the technicians name from the approved Rio Rancho Testers List, and the revocation of the tester's assigned Rio Rancho Certification Number. Customer complaints regarding a specific testers, repairmen, or company will be taken seriously and dealt with accordingly.