

TECHNICAL BULLETINS

1. PURPOSE

East Gippsland Water (EGW) provides services to customers through reliable water and sewer networks and related infrastructure. We target prudent and efficient capital investment to make sure our water and sewer infrastructure remains fit-for-purpose.

The design, construction and commissioning of our infrastructure must conform to EGW's requirements, as listed below. This Standard Operating Procedure identifies and outlines EGW's requirements for works on EGW infrastructure and where EGW's requirements may be varied or clarified and published as an EGW Technical Bulletin.

2. APPROVAL

Managing Director

3. PROCEDURE

3.1 EGW Requirements for Works

EGW's requirements for works on existing EGW infrastructure, or for new (gifted) assets from third parties (including developer works), are defined in the following documents (in order of precedence);

- Legislative/regulatory instruments, including Acts of Parliament and associated Regulations, Ministerial Directions, and guidelines and codes as published by government and regulatory agencies, etc
- EGW Policies and Standard Operating Procedures
- Consent to Connect, Planning Permits conditions, signed correspondence (letters) from EGW detailing servicing arrangements, etc
- General & project-specific engineering designs, including design reports and technical drawings, project specifications and related contract documents, as generated by or approved in writing by EGW
- Australian/International Standards, Codes of Practice, Industry Guidance Notes
- EGW Technical Bulletins
- Water Services Association Australia (WSA) codes (see References section below)
- Other specific written approval from EGW

3.2 Technical Bulletins

EGW Technical Bulletins inform internal and external stakeholders, including those involved in asset design, project planning/management, contract Superintendents/works supervisors, property owners/developers and contractors.

- Relevant Technical Bulletins must be incorporated into designs, plans and specifications as appropriate for all infrastructure that is or will be owned and operated by EGW.
- Technical Bulletins dealing with various design/construction-related aspects (such as clarifying standard design requirements, particular preference for a material or equipment, standard asset location/offset, and so on), and that is a variation from relevant published specifications may be proposed by any staff member.
- A proposed Technical Bulletin will require justification of need, cost/benefit, and general support by relevant EGW staff and management, before a final draft is forwarded to the relevant Executive Manager for consideration.
- Any finalised new or amended Technical Bulletin must be authorised by the relevant Executive Manager.
- Technical Bulletins must conform to the standard template and be maintained in the HPERM folder: SUB/12/854.
- Technical Bulletins will be made available to stakeholders including being published on EGW's web site.
- All Technical Bulletins must be reviewed at least every two years.
- Note that regulatory requirements cannot normally be varied unless legal opinion or other suitable support is demonstrated.

4. REFERENCES

- WSA 03-2011 Water Supply Code of Australia Version 3.1
- WSA 02-2014 Gravity Sewerage Code of Australia Version 3.1
- WSA 04-2005 Sewage Pumping Station Code of Australia Version 2.1

5. REVIEW

This SOP will be reviewed every three years.