



## Rivergrove Water District Locate Policy

### Policy Brief & Purpose

This locate policy outlines the Rivergrove Water District's rules for locating public water utilities to ensure proper procedures are followed and eliminate any potential liability for the District.

### Scope

This policy applies to all employees and volunteers, and anyone who has permanent or temporary access to the systems of the District.

### Policy Elements

District employees are required to locate public water utilities in the daily performance of their job. No employee will mark public utilities unless they have attended an accredited training course and have been certified.

A public water utility line is defined as: a water line provided by a utility company for the services they provide. **The line is owned and maintained by the District and is positioned on public property or in the right of way.** The line runs from the water main to the curb where it is then connected to the meter located in the meter box.

A private water utility line is defined as: a water line provided by the customer for receiving the service of the public utility. **The line is owned and maintained by the private property owner (i.e., the customer) and is positioned on private property.** The line is connected to the District's meter and runs from the customer's side of the meter to the house. District personnel are strictly prohibited from locating private water utility lines and entering private property to locate or advise the private property owner. No exceptions are allowed.

A handwritten signature in blue ink that reads "Janine Casey".

Janine Casey

General Manager

Rivergrove Water District