

San Francisco Public Utilities Commission
Rules and Regulations
for Users Receiving Recycled Water Service
in the City and County of San Francisco

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San Francisco
Water Power Sewer

Services of the San Francisco Public Utilities Commission

PURPOSE OF AND AUTHORITY FOR THESE RULES AND REGULATIONS

These Rules and Regulations outline the process for obtaining municipal Recycled Water¹ service from the San Francisco Public Utilities Commission (SFPUC) Westside Enhanced Recycled Water Treatment Facility and are intended to ensure the safe and efficient distribution and use of Recycled Water in the City and County of San Francisco. These Rules and Regulations are applicable for use of Recycled Water for landscape irrigation and other outdoor non-potable uses including but not limited to Impoundments and decorative fountains.

Under San Francisco Charter Section 4.112 and Article 8B, the SFPUC has exclusive jurisdiction over San Francisco water supplies and assets. Under the Notice of Applicability issued on June 30, 2023 by the San Francisco Bay Regional Water Quality Control Board, the SFPUC is enrolled under the General Order and authorized to administer its Recycled Water Program including issuing Use Permits to Recycled Water Users and ensuring compliance with the General Order, these Rules and Regulations, and the requirements of the Uniform Statewide Recycling Criteria (California Code of Regulations, Title 22, Division 4, Chapter 3).

¹The terms capitalized are included in the Definitions section below.

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ACRONYMS

Acronyms used in these Rules and Regulations are listed below.

CCR	California Code of Regulations
CDD	SFPUC City Distribution Division
DDW	Division of Drinking Water
MPN	Most Probable Number
NOA	Notice of Applicability
RWQCB	Regional Water Quality Control Board
SFPUC	San Francisco Public Utilities Commission
SWRCB	State Water Resources Control Board
WQD	SFPUC Water Quality Division
WRD	SFPUC Water Resources Division

DEFINITIONS

Unless otherwise expressly stated and defined in a separate Rule and Regulation, the following terms in **bold** font shall, for the purpose of these Regulations, have the meaning indicated following the colon (:)

Definitions denoted with ⁽¹⁾ are from the [SFPUC Rules and Regulations Governing Water Service to Customers](#).

Definitions denoted with ⁽²⁾ are from [SWRCB Order WQ 2016-0068-DDW](#).

Definitions denoted with ⁽³⁾ are from California Health and Safety Code and the California Code of Regulations (CCR).

The definitions from sources 1 through 3 described above are provided in these Rules and Regulations for convenience. The definitions from other sources may be amended from time to time. Please refer to the most recent versions of those sources for the latest definitions. Bracketed text represents additional information, acronyms, or clarifications to definitions made by the San Francisco Public Utilities Commission (SFPUC).

Administrator²: [The SFPUC is the] entity ([Recycled Water] Producer, Distributor, User, or legal entity) that submits a [Notice of Intent] and application fee to the [RWQCB] for coverage under [the] General Order. An Administrator may issue Use Permits for uses of Recycled Water consistent with the Uniform Statewide Recycling Criteria. An Administrator is responsible for coordinating, collecting data, and reporting the monitoring reports to the [RWQCB].

Advanced-Treated Recycled Water: Recycled Water meeting or exceeding disinfected tertiary treated level.

Agronomic Rates²: The rate of application of Recycled Water to plants necessary to satisfy the plants' evapotranspiration requirements, considering allowances for supplemental water (e.g., effective precipitation), irrigation distribution uniformity, and leaching requirement, thus minimizing the movement of nutrients below the plants' root zone.

Approved Backflow Prevention Assembly¹ (Backflow Prevention Assembly): An assembly used to prevent the backflow of substances into the public water system. The assembly must be approved for such use by the University of Southern California Foundation for Cross-Connection Control and Hydraulic Research, or comparable organization approved by the General Manager, and be in proper working order.

Approved Uses: Use of Recycled Water in a manner and for the purpose designated in the Recycled Water Use Permit issued by the SFPUC, and in accordance with all laws.

Approved Use Area (Use Area): A site with defined boundaries, as designated in the Recycled Water Use Permit, authorized to receive Recycled Water for Approved Uses and in compliance with all laws.

Authorized Cross-Connection Control Specialist¹: Any person who possesses a current certification to administer a Cross-Connection control test and to conduct site surveys to assess Cross-Connection control requirements and is authorized by the General Manager to do such

work in the City in accordance with [the *Rules and Regulations Governing Water Service to Customers*].

Construction: New construction of pre-designed, detailed planning of distribution piping and related recycled-water facilities or modification of the On-Site Recycled Water System through Retrofits.

City: The City and County of San Francisco.

Cross-Connection¹: Any unprotected actual or potential connection between any part of a Potable Water system used or potentially used to supply water for drinking purposes and any source or system containing water or any other substance that is not or cannot be approved as safe, wholesome and potable.

Cross-Connection Test¹: A test administered by an Authorized Cross-Connection Control Specialist to verify that no physical uncontrolled connection exists between the Potable Water piping and [any water other than Potable Water such as Non-Potable Water] piping system.

Disinfected Tertiary Recycled Water³: A filtered and subsequently disinfected wastewater that meets the following criteria: (a) The filtered wastewater which has been disinfected by either: (1) A chlorine disinfection process following filtration that provides a contact time (CT, the product of total chlorine residual and modal contact time measured at the same point) value of not less than 450 milligram-minutes per liter at all times with a modal contact time of at least 90 minutes, based on peak dry weather design flow; or (2) A disinfection process that, when combined with the filtration process, has been demonstrated to inactivate and/or remove 99.999 percent of the plaque forming units of F-specific bacteriophage MS2, or polio virus in the wastewater. A virus that is at least as resistant to disinfection as polio virus may be used for purposes of the demonstration. (b) The median concentration of total coliform bacteria measured in the disinfected effluent does not exceed an MPN of 2.2 per 100 milliliters utilizing the bacteriological results of the last seven days for which analyses have been completed and the number of total coliform bacteria does not exceed an MPN of 23 per 100 milliliters in more than one sample in any 30 day period. No sample shall exceed an MPN of 240 total coliform bacteria per 100 milliliters. 22 CCR § 60301.230.

Distributor²: [The SFPUC is the] private or public agency which receives Recycled Water from a [Recycled Water] Producer for the purpose of distribution to Users.

Division of Drinking Water (DDW): DDW, a subdivision of the SWRCB, reviews and approves the Title 22 Engineering Report and provides recommendations to the Regional Water Boards to address the protection of public health.

Freeboard: Vertical clearance measured between Recycled Water surface level and maximum level of Recycled Water storage pond or Impoundment.

General Manager: The General Manager of the SFPUC, or the General Manager's designee.

General Order: SWRCB Order WQ 2016-0068-DDW, Water Reclamation Requirements for Recycled Water Use.

Hose Bib³: A faucet or similar device to which a common garden hose can be readily attached. 22 CCR § 60301.400. Hose Bibs are not allowed, especially in areas accessible by the Public, and only Quick Couplers allowed per 22 CCR 60310.

Impoundments: Includes Landscape Impoundments, Nonrestricted Recreational Impoundments, and Restricted Recreational Impoundments.

Incidental Runoff²: Unintended small amounts (volume) of Runoff from Recycled Water Use Areas, such as unintended, minimal Overspray from sprinklers that escapes the Recycled Water Use Area. Water leaving a Recycled Water Use Area is not considered incidental if it is part of the facility design, if it is due to excessive application, if it is due to intentional overflow or application, or if it is due to negligence.

Landscape Impoundment³: Impoundment in which Recycled Water is stored or used for aesthetic enjoyment or landscape irrigation, or which otherwise serves a similar function and is not intended to include Public contact. 22 CCR § 60301.550.

Lateral Lines¹ (Laterals): The water delivery pipeline that supplies water to the emitters or sprinklers from the Valve.

Non-Potable Water¹: Includes Recycled Water, blackwater, graywater, foundation drainage, or harvested rain water. Non-Potable Water is suitable for uses such as landscape irrigation or water features. This water is not intended for human consumption.

Nonrestricted Recreational Impoundment³: Impoundment of Recycled Water, in which no limitations are imposed on body-contact water recreational activities. 22 CCR § 60301.620.

Notice of Applicability (NOA): Issued by SWRCB or RWQCB to Administrator to authorize the Recycled Water use and distribution program.

Notice of Intent (NOI): Submitted by proposed Administrator to RWQCB per Attachment A of General Order describing proposed water recycling program to obtain coverage under the General Order.

Off-Site Recycled Water System: Recycled Water facilities, including but not limited to pipelines, Laterals, and related appurtenances, upstream of the Point of Connection, associated with the production and distribution of Recycled Water that are owned, operated, and maintained by the SFPUC.

On-Site Recycled Water System: Recycled Water facilities, including but not limited to pipelines, Laterals, and related appurtenances, downstream of the Point of Connection, that are owned, operated, and maintained by User.

On-Site Retrofits (Retrofits): System modifications allowing a property previously served with Potable Water to accommodate Recycled Water, including but not limited to installation or removal of Approved Backflow Prevention Assemblies and replacement of Hose Bibs with Quick Couplers; system identification tags, labels, markings, and colors for system components; installation of Recycled Water use and advisory signage.

Outdoor Eating Area: Public access area with picnic tables and/or benches.

Overspray¹: Irrigation water delivered beyond the [Approved Use] Area.

Plans: Description and drawings of proposed On-Site Recycled Water System for Construction.

Point of Connection: The point where the On-Site Recycled Water System is connected to the Off-Site Recycled Water System, usually at the water meter.

Ponding: Observed Recycled Water that forms a puddle on landscaping or other surfaces, within or outside of the Approved Use Area.

Potable Water³: Water from any source that has been investigated by the health agency having jurisdiction and that has been approved for human consumption.

Proposed Use Area: A site with defined boundaries, as designated in the Recycled Water Use Permit Application, where the applicant proposes to utilize Recycled Water for Approved Uses and in compliance with all laws.

Public: Any person or persons other than the Site Supervisor or staff who may come in contact with facilities and/or areas where Recycled Water is approved for use.

Quick Coupler (Quick Coupling): A device used instead of a Hose Bib to access Recycled Water with the use of key.

Recycled Water²: Water which, as a result of treatment of waste, is suitable for a direct beneficial use or a controlled use that would not otherwise occur and is therefore considered a valuable resource. California Water Code § 13050(n).

Recycled Water Producer²: [The SFPUC is the] entity that produces Recycled Water.

Recycled Water Use Permit or Use Permit² (Water Recycling Use Permit): A permit issued by the Administrator to the Recycled Water User, which is consistent with the requirements specified in [the] General Order, [for their compliant On-Site Recycled Water System prior to and during the delivery of Recycled Water in accordance with these Rules and Regulations].

Recycled Water User (User)²: [A person or entity that] takes physical possession of the Recycled Water from [Recycled Water] Producer and/or Distributor for an approved beneficial Recycled Water use consistent with the Uniform Statewide Recycling Criteria. [A Recycled Water User must apply and be issued a valid Recycled Water Use Permit by the SFPUC. The User may also be the owner of the On-Site Recycled Water System].

Regional Water Quality Control Board (RWQCB): California Regional Water Quality Control Board also known as the Regional Water Board; a regulatory agency that has jurisdiction over the recycling plant and Use Areas. For the City and County of San Francisco, it is the San Francisco Bay Regional Water Quality Control Board.

Restricted Recreational Impoundment³: Impoundment of Recycled Water in which recreation is limited to fishing, boating, and other non-body-contact water recreational activities. 22 CCR § 60301.760.

Runoff¹: Water which is not absorbed by the soil or landscape to which it is applied and flows [away from the Use Area].

Spray: Includes Overspray, Spray Irrigation, and Windblown Spray.

Spray Irrigation³: The application of Recycled Water to crops or vegetation. 22 CCR § 60301.800.

Sprinkler Head¹: A device which delivers water through a nozzle.

State Water Resources Control Board (SWRCB): Also known as the State Water Board, the SWRCB is a statewide regulatory agency, which includes the DDW.

Title 22 (22 CCR): Title 22 of the California Code of Regulations.

Title 22 Engineering Report²: Engineering report prepared [pursuant to 22 CCR section 60323] to describe the manner by which a project or a water recycling program will comply with the Uniform Statewide Recycling Criteria.

Unauthorized Discharge: Any release or spill of Recycled Water that violates the rules and regulations of the City or any applicable Federal, State or local statutes, regulations, ordinances, contracts, or other requirements.

Uniform Statewide Recycling Criteria: The California state regulations for the quality and use of Recycled Water, found in the California Code of Regulations, Title 22, Division 4, Chapter 3.

Use Area³: An area of Recycled Water use with defined boundaries. 22 CCR § 60301.920.

Use Area Supervisor² (Site Supervisor): A person designated, by the owner or manager of the property upon which Recycled Water will be applied, to discharge the responsibility of the owner or manager of the property for: (a) installation, operation and maintenance of a system that enables Recycled Water to be used; (b) for prevention of potential hazards; (c) implementing and complying with conditions of all Water Recycling Use Permits and associated documents; (d) coordination with the Cross-Connection control program of the supplier of drinking water and the local health/environmental health agency; (e) control of on-site piping to prevent any Cross Connections with Potable Water supplies; (f) routine inspection and maintenance of Backflow Prevention Assemblies.

Valve¹: A device used to control the flow of water in the irrigation system.

Violation: Noncompliance with any requirement or condition of the Recycled Water Use Permit or these Rules and Regulations by any person, action or occurrence, whether willful or accidental.

Windblown Spray: Droplets of Recycled Water that are transmitted through the air to locations other than those approved for the direct use of Recycled Water.

GENERAL**APPLICABLE LAWS, RULES, AND REGULATIONS**

All applicable City, State, and federal laws and regulations, including all requirements and specifications in the General Order and Title 22, as now in effect or as they may from time to time be amended, are incorporated by reference into these Rules and Regulations.

SCOPE OF RULES AND REGULATIONS

These Rules and Regulations are applicable for use of Recycled Water for landscape irrigation and other outdoor non-potable uses including but not limited to Impoundments and decorative fountains. These Rules and Regulations are not intended for projects proposing to use separate piping systems for Recycled Water and Potable Water within a facility, where Recycled Water is used to serve plumbing outlets (excluding fire suppression systems) within a building or outdoor landscape irrigation at individual residences.

EMERGENCIES

- (A)** In order to comply with the laws of the United States, the State of California, or the City with respect to any national, state, or local emergency and any related executive and administrative proclamations and orders, each rule or regulation of the SFPUC affected by such emergency shall be suspended or modified to the extent necessary to permit the SFPUC to comply with any such laws, proclamations, and orders during the period they are in effect.
- (B)** When the General Manager determines that an emergency affecting the health, welfare, and/or safety of the Public exists, the General Manager shall be empowered to take such action which, in their discretion and judgment, is necessary or desirable to protect the Public.

RULE 1.0 – RECYCLED WATER USE PERMIT APPLICATION

Proposed Recycled Water Users must apply for a Recycled Water Use Permit (Use Permit) by submitting an Application for Recycled Water Use Permit (Appendix A) to the SFPUC WRD. The Application for Recycled Water Use Permit shall include the following minimum information:

- (A)** Contact name, address, email, and phone number for the User.
- (B)** Overview of the project’s proposed On-Site Recycled Water System.
- (C)** Proposed Recycled Water uses and Recycled Water demands (volume).
- (D)** Map showing Proposed Use Area.

The SFPUC WRD will review and notify the proposed User about preparing and submitting Recycled Water Plans.

RULE 2.0 – RECYCLED WATER PLANS

The proposed User is responsible for designing the On-Site Recycled Water System and submitting the Plans (Appendix B) which shall include the following minimum information:

- (A) Written description of the On-Site Recycled Water System and Use Area.
- (B) Designated Site Supervisor.
- (C) Schedule for the Construction, tests, and inspection of the On-Site Recycled Water System.
- (D) Drawings and written description showing compliance with the design requirements and for proposed Construction (Appendix B).

The SFPUC WRD will review and notify the proposed User if revisions are needed to the Plans. Prior to any Construction, SFPUC WRD must provide final approval to proceed.

RULE 3.0 – INITIAL CROSS-CONNECTION TEST

For irrigation systems to be converted from Potable Water to Recycled Water, before Construction, the User is responsible for conducting an initial Cross-Connection Test in accordance with requirements in the [SFPUC Rules and Regulations Governing Water Service to Customers, Section G – Cross-Connection Control](#) and *Water Quality Division Cross-Connection Control Requirements for Properties with Auxiliary Water Systems*.

RULE 4.0 – CONSTRUCTION

Construction of the On-Site Recycled Water System and Proposed Use Areas must be completed in accordance with approved Plans.

RULE 5.0 – INSPECTIONS AND TESTS

5.1 – CONSTRUCTION INSPECTION

Construction inspections may be conducted to ensure that before backfill, recycled water piping between the Point of Connection and Backflow Prevention Assembly and piping and system component material, color, and markings and installation procedures used are in accordance with the applicable City and State laws, rules, and regulations, and approved Plans.

5.2 – BACKFLOW PREVENTION ASSEMBLY TESTING

The User must refer to and comply with the Backflow Prevention Assembly Testing requirements in the [SFPUC Rules and Regulations Governing Water Service to Customers, Section G – Cross-Connection Control](#) and *Water Quality Division Cross-Connection Control Requirements for Properties with Auxiliary Water Systems*.

5.3 – CROSS-CONNECTION TESTING

After Construction is completed and before Recycled Water is provided, the User must contact the WQD for a Cross-Connection Test. The initial test must be overseen and certified by a WQD Water Service Inspector. Subsequent tests may be supervised by a third-party Authorized Cross-Connection Control Specialist. The User is responsible for all Cross-Connection Testing, including all costs, and the User or Site Supervisor must be present during the test.

If the Cross-Connection Test indicates the presence of a Cross-Connection, the User must eliminate the Cross-Connection. After eliminating the Cross-Connection, the User must retest and pass another Cross-Connection Test.

Cross-Connection Testing requirements are detailed in the [SFPUC Rules and Regulations Governing Water Service to Customers, Section G – Cross-Connection Control](#) and in Section 9 of *Water Quality Division Cross-Connection Control Requirements for Properties with Auxiliary Water Systems*.

5.4 – IRRIGATION COVERAGE TEST

After passing the Cross-Connection Test for irrigation systems, the User must contact the SFPUC WRD to schedule an irrigation coverage test to ensure that water is only being applied within the Approved Use Areas. The User must attend the coverage test and be responsible for any system adjustments.

If the SFPUC WRD requires modifications to the system, the SFPUC WRD will notify the User in writing of the changes required. Any required modifications to the system must be made within one week of receiving the notification.

RULE 6.0 – SITE SUPERVISOR AND STAFF TRAINING

The Site Supervisor assigned to the Use Area is responsible for the On-Site Recycled Water System, ensuring compliance with the Rules and Regulations and Use Permit requirements, and acts as a liaison to the City regarding the On-Site Recycled Water System. The Site Supervisor, or their designee, must be available by phone 24/7.

Prior to Recycled Water deliveries and Use Permit issuance, the Site Supervisor and staff shall attend a Site Supervisor Training session provided by the SFPUC WRD, which will provide background and knowledge necessary to understand the safe, effective operation and overall management of the On-Site Recycled Water System and its components.

The SFPUC WRD will provide certificates to trained Site Supervisor and staff after completion of the training.

The User must notify the SFPUC WRD within 5 business days of any change in the designated Site Supervisor and must submit an updated Site Supervisor Designation Form (Appendix D) to the SFPUC WRD within a week after the change and obtain an updated Use Permit. The new Site Supervisor shall complete Site Supervisor Training within 30 days of the position change.

If there are significant changes to these Rules and Regulations or applicable laws, rules, or regulations that affect existing uses or Use Areas, the SFPUC WRD may require Site Supervisor and staff to attend updated Site Supervisor training. Failure to attend the training may result in termination of Recycled Water service.

RULE 7.0 – RECYCLED WATER USE PERMIT**7.1 – FINAL ON-SITE RECYCLED WATER SYSTEM INSPECTION AND USE PERMIT ISSUANCE**

The User must request a final inspection to be performed by the SFPUC to ensure that all requirements have been met. The SFPUC WRD shall grant approval of the system after a final inspection. After meeting all conditions above, the SFPUC shall issue the Use Permit to the User, which will specify the Approved Uses, Approved Use Area(s), Site Supervisor, and Recycled Water volume authorized. After issuing the Use Permit, the SFPUC will connect the Off-Site Recycled Water System to the On-Site Recycled Water System.

7.2 – DUTY TO COMPLY WITH RECYCLED WATER USE PERMIT AND RULES AND REGULATIONS

Use of Recycled Water without a valid Use Permit, or in a manner that is inconsistent with a valid Use Permit or these Rules and Regulations, is strictly prohibited.

7.3 – RECYCLED WATER USE PERMIT AMENDMENTS, SUSPENSION, REVOCATION

If the User proposes changes to the Recycled Water uses or volume, Use Area, or On-Site Recycled Water System as described in the Use Permit, the User shall submit an amended Application for Use Permit. The User shall not implement any changes unless and until the SFPUC WRD provides approval for the revised Application and Plans.

Per Rule 10.2, the SFPUC shall have the right to revoke the Use Permit and suspend the delivery of Recycled Water at any time. The SFPUC will not be liable for interruption, shortage, or insufficiency of Recycled Water supply or for any resulting loss or damage.

RULE 8.0 – OPERATIONS AND MAINTENANCE RESPONSIBILITIES

8.1 – MONTHLY SELF-INSPECTION REPORTING

The Site Supervisor must complete and submit to the SFPUC WRD a Monthly Self-Inspection Report Form (Appendix E) covering the first to last day of the month, submitted by the 15th of the next month.

8.2 – RECORD KEEPING

All Users shall cooperate fully with the SFPUC in record keeping and reporting activities. The Site Supervisor shall keep the following records and documents:

- (A) As-Built Drawings.** The Site Supervisor must maintain as-built drawings of the On-Site Recycled Water System, showing how the system was actually built (which may differ from the way it was originally designed). If modifications to the system that are needed and approved by the SFPUC WRD, the Site Supervisor must include markups to the as-built drawings.
- (B)** Use Permit.
- (C)** Reports of all inspections and tests of the On-Site Recycled Water System (e.g., Cross-Connection Control Certification, Backflow Prevention Assembly Certified Test Results).
- (D)** Reports of any operational problems and all implemented or planned corrective actions, and the timeline for those corrective actions to resolve the operational problem.
- (E)** Written and oral communications with the SFPUC and other City departments about the On-Site Recycled Water System.
- (F)** Records of personnel trainings.
- (G)** Monthly Self-Inspection Reports.

Copies of these records/documents (electronic acceptable) must be made available to the SFPUC, other City departments, and the SWRQCB or RWQCB upon request at all times.

Failing to retain records and/or submit required reports by the specified deadlines will be considered non-compliance and subject the User to a Violation as specified in Rule 10.2.

SFPUC will review all submitted reports and supporting documentation for completion and accuracy. SFPUC may contact Users regarding any missing information or questions regarding their submissions. SFPUC reserves the right to verify information in Users submissions at any time.

8.3 – ROUTINE MONITORING AND MAINTENANCE

All Users shall cooperate fully with the SFPUC in monitoring and compliance activities. The Site Supervisor shall routinely monitor and perform repairs and regular maintenance to ensure that the On-Site Recycled Water System remains in compliance with these Rules and Regulations, including:

- (A)** Regularly monitor the On-Site Recycled Water System and its components.

- (1)** For irrigation systems, monitor and maintain Sprinkler Heads, drip irrigation system emitters, Spray nozzles, piping and Valves, pumps, storage facilities, controllers, and any other irrigation system component.
 - (2)** Repair any broken or non-functioning components or any other noted condition that violates the Use Permit requirements within 5 business days.
 - (B)** Ensure all Recycled Water identification requirements are being met per approved Plans.
 - (1)** All areas where Recycled Water is used that are accessible to the Public must have appropriate advisory signs, identification tags, labels, stickers, above ground pipeline markings with proper placement and legibility, and purple-colored piping and system components.
 - (2)** Defaced, damaged, non-compliant, unreadable, or missing signs, labels, tags, stickers, pipeline markings, and system components must be cleaned and/or replaced within 5 business days.
 - (C)** Follow and comply with Use Area requirements in approved Plans. Ensure no Recycled Water is used outside the Approved Use Area and no significant Runoff from the Approved Use Area.
 - (1)** Ensure Recycled Water Spray, mist, or Runoff shall not contact drinking water fountains, dwellings, designated Outdoor Eating Areas, and food handling facilities. Prevent and eliminate mosquito breeding within 24 hours.
 - (2)** For irrigation systems, apply Recycled Water at Agronomic Rates (application of Recycled Water to saturated soil is prohibited/must discontinue irrigation following precipitation events). Monitor and control Overspray and/or Windblown Spray and confine irrigation Ponding and Runoff to the Approved Use Area. The User shall adjust Sprinkler Heads to prevent further Spray, Ponding, or Runoff. Irrigate during periods of minimal Public use or overnight to minimize the potential for contact with the Public. If irrigating during Public use hours, the User shall close and block all pathways during active irrigation using movable A-frame signs marked to inform the Public, employees, and others that Recycled Water is being used. Ensure NO irrigation with Disinfected Tertiary Recycled Water within 50 feet of any domestic water supply well, unless all conditions met per 22 CCR section 60310.
 - (3)** For Impoundments, manage in advance of anticipated rainfall events to prevent or minimize overtopping/overflow into surrounding areas and ensure separation from Potable Water wells and reservoirs, including Impoundment with Disinfected Tertiary Recycled Water NOT within 100 feet of any domestic water supply well per 22 CCR section 60310.
 - (D)** Ensure that any devices or equipment (hoses, pipelines, meters, Quick Couplers, etc.) used for the On-Site Recycled Water System, are not used to convey Potable Water or attached to the Potable Water system.
 - (E)** Ensure that no backflow or Cross-Connections exist between the Potable Water and On-Site Recycled Water System. Maintain appropriate Backflow Prevention Assembly. If potential backflow or Cross-Connection is discovered, the Site Supervisor must follow Rule 8.5.

8.4 – COMMUNICATIONS AND MEETINGS

The Site Supervisor must communicate with the SFPUC about special events and changes in operations, irrigation schedule, and projected demands in advance of the Monthly Recycled Water Coordination Meetings.

The Site Supervisor or designee must attend the Monthly Recycled Water Coordination Meetings or any meeting scheduled with SFPUC representatives regarding Recycled Water service.

8.5 – EMERGENCY PROCEDURES

- (A) **Cross-Connection and Backflow Incident Procedures.** If a Cross-Connection or backflow incident is suspected or occurs between the On-Site Recycled Water System and a Potable Water system, the Site Supervisor must follow the notification and response procedures in Rule 11 of the [SFPUC Rules and Regulations Governing Water Service to Customers, Section G – Cross-Connection Control](#) and in *Water Quality Division Cross-Connection Control Requirements for Properties with Auxiliary Water Systems*.
- (B) **Notification of System Operation Failure.** The Site Supervisor must notify the SFPUC CDD (contact information is included in Appendix G) immediately upon discovery of a Recycled Water system operational failure, such as a break in the system, low pressure, low flow, or the need to disable/disconnect the Off-Site Recycled Water System due to a potential threat to Public health and safety (e.g., discoloration or odor). If applicable, when there is an outage, the Site Supervisor must request backup water supplies from CDD.
- (C) **Emergency Procedures.** In case of an earthquake, flood, fire, nearby construction, or other incident that could cause damage to the Recycled or Potable Water systems, the Site Supervisor must inspect their systems for damage as soon as it is safe to do so. If either the Potable Water system or the On-Site Recycled Water System appears damaged, the Site Supervisor shall shut off the systems, and the Site Supervisor must contact CDD immediately upon discovery of the incident for further instructions.
- (D) **Preventing Unauthorized Discharge or Spills.** The Site Supervisor must ensure that there are no spills or unauthorized discharge of Recycled Water. If there is a spill or unauthorized release of Recycled Water that discharges to land and overflows outside of the Use Area or to surface water or may reach surface water, the Site Supervisor must notify the SFPUC CDD immediately upon discovery of the incident and take emergency response measures to end the discharge or spill. The Site Supervisor must complete the Recycled Water Spill Reporting Form in Appendix F and must submit to SFPUC WRD within 7 calendar days from the date of the spill or unauthorized release, so it can be submitted to RWQCB and DDW.

8.6 – ANNUAL USE AREA INSPECTION

The Site Supervisor must schedule an annual inspection of the On-Site Recycled Water System with the SFPUC WRD.

RULE 9.0 – INTERPRETATION AND SEVERABILITY**9.1 – ADMINISTRATION AND INTERPRETATION OF REGULATIONS**

- (A) The General Manager has the authority to administer and implement these Regulations and to adopt such administrative procedures, consistent with these Regulations, as the General Manager deems necessary to do so.
- (B) In the event that any application of any provision of these Regulations is alleged to be unclear and a determination as to the application of the provision is required, the matter shall be referred to the General Manager. The General Manager’s determination as to the application of the provision shall be final.

9.2 – SEVERABILITY

- (C) If a court or agency of competent jurisdiction holds that any Rule, section, subsection, subdivision, paragraph, sentence, clause, or phrase of these Rules and Regulations is for any reason unconstitutional, invalid, or ineffective, such decision shall not affect the validity or effectiveness of the remaining portions of these Rules and Regulations.

The SFPUC hereby declares that it would have passed each rule, section, subsection, subdivision, paragraph, sentence, clause, or phrase, irrespective of whether any one or more sections, subsections, subdivisions, paragraphs, sentences, clauses, or phrases are declared unconstitutional, invalid, or ineffective.

- (D) If a court or agency of competent jurisdiction finds that the application of any provision or provisions of these Rules and Regulations is invalid or ineffective in whole or in part, unless otherwise specified by the court or agency, the effect of such decision shall be limited to the Use Area or situation immediately involved in the controversy, and the application of any such provision to other Use Areas and situations shall not be affected.
- (E) This Section 9.2 shall apply to every portion of these Rules and Regulations as it now exists and as it may exist in the future, including all modifications, additions, and amendments.

RULE 10.0 – INSPECTION AND ENFORCEMENT**10.1 – RIGHT TO INSPECT AND GATHER DOCUMENTATION**

The City, State and/or Regional Water Board staff have the right to enter and inspect the User's On-Site Recycled Water System(s) governed by these Rules and Regulations during normal business hours or during Construction without advance notice. All properties included in an On-site Recycled Water System are subject to inspection, and Users shall allow entry. All documentation required under these Rules and Regulations shall be made available for inspection on request.

10.2 – ENFORCEMENT

- (A) If a User violates any Rule under these Rules and Regulations, the SFPUC may issue a written notice advising the User of required corrective action and establishing a deadline for compliance. The User may seek to meet and confer with the SFPUC to establish a plan for compliance.
- (B) Failure by the User to comply in conformance with the notice requiring corrective action or other mutually agreed-upon plan for compliance shall result in a final 10-day notice to cure.
- (C) Failure by the User to comply with a final 10-day notice to cure shall result in the SFPUC modifying or terminating distribution of Recycled Water to the User as determined in the sole discretion of the SFPUC.
- (D) The SFPUC may in its sole discretion take any other action deemed necessary to protect the public water system.

10.3 – REVIEW PROCESS

- (A) A User may seek review of a Violation or final notice to cure by submitting a written explanation and supporting documentation to recycledwater@sfgwater.org. A request for review must be received by the SFPUC within 30 days of issuance of the Violation or final notice to cure. Failure to submit a timely, written, and documented request for review shall be deemed acceptance of the Violation and/or notice to cure.
- (B) The SFPUC will respond to a timely written request for review with either an effort to work with the User toward compliance or an administrative determination that the Violation stands. The SFPUC will then in its sole discretion take such action under the Permit and these Rules and Regulations as it deems appropriate.

APPENDIX A: APPLICATION FOR RECYCLED WATER USE PERMIT

[SFPUC Rules and Regulations for Recycled Water Use, Rule 1.0]

Proposed User of Recycled Water: _____

Location Name: _____

Service Address: _____

If applicable, Facility Type (e.g., office building): _____

Expected Date to Commence Recycled Water Service: _____

Contact Name and Company/Organization: _____

Mailing Address: _____

Phone Number: _____

Email: _____

Brief description of proposed Recycled Water use(s), On-Site Recycled Water System and Proposed Use Area (attach map):

Recycled Water (e.g., Landscape Irrigation)	Area (SQ FT)	Estimated Annual Recycled Water Demand (MGD)	Estimated Peak Recycled Water Demand (MGD)

This is a New Service

Existing Service If checked, provide Recycled Water Account No.(s): _____

Existing City Potable Water Account No.(s): _____

Agreement

I certify that I have read, understand, and agree to the *SFPUC Rules and Regulations for Users Receiving Recycled Water Service in the City and County of San Francisco*. The information enclosed is true and accurately represents and demonstrates that the On-Site Recycled Water System will comply with the

Rules and Regulations for Users Receiving Recycled Water Service in the City and County of San Francisco. I agree to defend, indemnify, and hold harmless the SFPUC, its directors, officers, and employees, against all loss, damage, expense, claims, suits and liability, including attorneys' fees in any way connected with the project described in this application.

User Name: _____ Title: _____

Signature: _____ Date: _____

Submit this form, and supporting documents, to:

SFPUC Water Resources Division

recycledwater@sfgwater.org

or

San Francisco Public Utilities Commission

Attn: Recycled Water Program

525 Golden Gate Avenue, 10th Floor

San Francisco, CA 94102

APPENDIX B: RECYCLED WATER PLANS REQUIREMENTS AND SUBMISSION FORM**[SFPUC Rules and Regulations for Recycled Water Use, Rule 2.0]**

1. Cross-Connection Control and Backflow Prevention. Per 22 CCR Section 60310, the proposed User shall not make or allow any physical connections between Recycled Water systems and Potable Water systems. The proposed User must indicate the location(s) and type(s) of the Backflow Prevention Assemblies. The proposed User must refer to and comply with the requirements in the [SFPUC Rules and Regulations Governing Water Service to Customers, Section G – Cross-Connection Control](#) and *Water Quality Division Cross-Connection Control Requirements for Properties with Auxiliary Water Systems*.

2. Pipelines, Valves, and Components. The proposed User must show on the drawings all pipelines of Recycled Water, Potable Water, sewage, and others as applicable within the Proposed Use Area. The proposed User must show detailed plan drawings of the Recycled Water pipelines, Valves, and components and indicate existing versus new/proposed. The proposed User must show detailed plan drawings of the backup water system.

3. Above Ground Recycled Water Pipelines Identification. The proposed User must ensure all new above ground Recycled Water pipelines are designed and shown in Plans to include the marking or label in uppercase black lettering on a purple-colored background “RECYCLED WATER – DO NOT DRINK” at no greater than five-foot (5’) intervals.

For existing above ground Recycled Water pipelines, the proposed User must indicate in Plans that pipelines will be wrapped with a minimum of three-inch (3”) purple identification tape marked with continuous one-inch (1”) high uppercase black contrasting wording “RECYCLED WATER – DO NOT DRINK” at no greater than five-foot (5’) intervals. The purple identification tape shall be adhesive, permanent, and weather resistant.

4. Buried Recycled Water Pipelines Identification. The proposed User must ensure all new buried Recycled Water pipelines are designed and shown in Plans to include the marking or label on opposite sides, with uppercase black lettering on a purple-colored background facing upwards when installed, “RECYCLED WATER – DO NOT DRINK” at no greater than five-foot (5’) intervals.

Alternatively, the proposed User may indicate in Plans that:

- Recycled Water pipelines will be wrapped with a minimum of three-inch (3”) purple identification tape marked with continuous one-inch (1”) high uppercase black contrasting wording “RECYCLED WATER – DO NOT DRINK” at no greater than five-foot (5’) intervals
- Purple polyethylene sleeves will be used marked with “RECYCLED WATER – DO NOT DRINK” at no greater than five-foot (5’) intervals

Existing buried pipelines not exposed during Construction do not need to comply with these identification requirements.

5. Components Identification. The proposed User ensure the following list of components are designed and shown in Plans to be clearly identified for Recycled Water use by being purple-colored, weatherproof, durable, and permanently attached and include, imprinted (molded) or on a sticker or identification tag, “RECYCLED WATER – DO NOT DRINK” in uppercase black contrast lettering:

- Valves in below grade Valve Boxes (with at minimum a purple lid and lockable), including but not limited to, Pressure Regulating Valves and Strainers
- Quick Coupler (no Hose Bibs in portions of the Recycled Water piping system in areas subject to access by the general Public)
- Sprinkler Heads, hoses, wands, fittings, or other attachments
- Meters
- Pumps
- Backflow Prevention Assemblies
- Pressure regulators
- Irrigation controls and controller (sticker/nameplate on outside and/or inside)
- Storage tank
- Valves and outlets for Impoundments

6. Signage. The proposed User must show in Plans the proposed sign template and locations of the Recycled Water advisory signs in all Use Areas using Recycled Water accessible to the Public for SFPUC WRD to review and approve. These locations include:

- Major entrances to Approved Use Areas
- Heavily trafficked Public Use Areas and Public pathways
- Near crosswalks
- Driveway entrances, streetscapes, medians
- Irrigation systems within and not surrounded by fencing
- Outdoor Eating Areas and picnic tables
- Decorative fountains
- Impoundments

Signs shall be located where they can be easily seen to inform the Public that Recycled Water is being used in the location. Per 22 CCR Section 60310, signs must be no less than 4 inches (4”) high by 8 inches (8”) wide, include the wording “RECYCLED WATER – NOT FOR DRINKING” and display international symbol similar to a cup with line crossing through it diagonally (see 22 CCR, Figure 60310-A). See Appendix C for advisory sign template.

7. Use Area. The proposed User must show in Plans the location of all domestic water supply wells, drinking water fountains, Outdoor Eating Areas, and food handling facilities within the Proposed Use Area. The following must also be included and shown in Plans about the Use Area:

- Use Area containment measures.
- Protection of active drinking water fountains from Recycled Water Spray, mist, or Runoff.

- Protection of dwellings, designated Outdoor Eating Areas, and food handling facilities from Spray, mist, or Runoff.
- Measures to not allow significant Runoff from Approved Use Areas.
- Measures to prevent and eliminate mosquito breeding within 24 hours.

8. Irrigation System Configuration. The proposed User must also include and show in Plans the following for irrigation systems:

- Description of what will be irrigated (e.g., landscape, food crop).
- Method of irrigation (e.g., spray, flood, or drip).
- Measures to be taken to minimize Ponding and Runoff from leaving the Use Area.
- Direction of drainage and description of the area to which the drainage will flow.
- Protection measures of drinking water fountains and Outdoor Eating Areas.
- Proposed irrigation schedule (if public access is included) and measures to apply Recycled Water at Agronomic Rates (i.e., to discontinue irrigation following precipitation events/not allow irrigation to saturated soil).
- Measures to be taken to exclude or minimize Public contact (e.g., irrigate during periods of minimal Public use or overnight to minimize the potential for contact with the Public; identify pathways to be closed and blocked during irrigation with movable A-frame signs marked to inform the Public, employees, and others that Recycled Water is being used).
- Irrigation with Disinfected Tertiary Recycled Water NOT within 50 feet of any domestic water supply well unless all conditions met per 22 CCR section 60310.

9. Impoundment Configuration. The proposed User must also include and show in Plans the following for Impoundments:

- Impoundment Type (Landscape, Nonrestricted Recreational, Restricted Recreational).
- The direction of drainage/description of the area to which the drainage will flow or overflow system to prevent or minimize overtopping/overflow into surrounding areas in advance of anticipated rainfall events.
- Separation of all Impoundments from Potable Water wells and reservoirs.
- Impoundment with Disinfected Tertiary Recycled Water NOT within 100 feet of any domestic water supply well per 22 CCR section 60310.

Recycled Water Plans Submission Form

Proposed User of Recycled Water: _____

Location Name: _____

Service Address: _____

Contact Name and Company/Organization: _____

Mailing Address: _____

Phone Number: _____

Email: _____

Agreement

I certify that I have read, understand, and agree to the *SFPUC Rules and Regulations for Users Receiving Recycled Water Service in the City and County of San Francisco*. The information enclosed is true and accurately represents and demonstrates that the On-Site Recycled Water System will comply with the *Rules and Regulations for Users Receiving Recycled Water Service in the City and County of San Francisco*. I agree to defend, indemnify, and hold harmless the SFPUC, its directors, officers, and employees, against all loss, damage, expense, claims, suits and liability, including attorneys' fees in any way connected with the project described in this submission.

User Name: _____

Title: _____

Signature: _____

Date: _____

Submit this form, and supporting documents, to:

SFPUC Water Resources Division
recycledwater@sfwater.org

or

San Francisco Public Utilities Commission
Attn: Recycled Water Program
525 Golden Gate Avenue, 10th Floor
San Francisco, CA 94102

APPENDIX C: ADVISORY SIGN TEMPLATE

SAN FRANCISCO  USING WATER WISELY



Recycled Water

Used for Irrigation

NOT FOR DRINKING

NO PARA BEBER
不能飲用



San Francisco
**Water
Power
Sewer**

Services of the San Francisco
Public Utilities Commission

APPENDIX D: SITE SUPERVISOR DESIGNATION FORM
 [SFPUC Rules and Regulations for Recycled Water Use, Rule 6.0]

Property Information

Use Area Name:
Use Area Address:
User/Department:
Phone:
Property Type:
Uses:

User Contact Information

Name:
Address:
Phone:
FAX:
Email:

Site Supervisor Contact Information

Name:	
Title:	
Address:	
Phone (24 Hour Contact):	
FAX:	
Email:	
<i>I understand, certify, and agree to be the Site Supervisor and to abide to all conditions for Recycled Water Use as set forth in the Use Permit and the SFPUC Rules and Regulations for Users Receiving Recycled Water Service in the City and County of San Francisco.</i>	
Signature: _____	Date: _____
Name: _____	Return this form via email to:
Title: _____	recycledwater@sfgwater.org

APPENDIX E: MONTHLY SELF-INSPECTION REPORT FORM

[SFPUC Rules and Regulations for Recycled Water Use, Rule 8.1]

Use Area Name:
Site Supervisor:
Use Area Address:
Has the Site Supervisor or Approved Use Areas changed since the last report? <input type="checkbox"/> Yes <input type="checkbox"/> No
If so, provide information here:

Reporting Month and Year (covers first to last day of month):	
Acreage Applied (Acres):	
Application Rate (Inches/Acre):	
Is there any evidence of Recycled Water escaping the Use Area through surface Runoff or airborne Spray?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are there any color changes in Recycled Water or odors resulting from the use of Recycled Water?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is there evidence of prolonged Recycled Water Ponding and/or evidence of mosquitoes breeding within the Use Area due to ponded water?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are signs, labels, tags, stickers, and above ground markings missing, defaced, damaged, non-compliant, or unreadable per approved Plans?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is there evidence of leaks, breaks, or plugs in the system pipelines, tubing, drip irrigation, sprinkler emitters, or other appurtenances?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is there evidence of direct Spraying of Recycled Water on people, streams, passing vehicles, buildings, drinking fountains, or food handling facilities?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If applicable, are there any overflows, color changes, odors, or changes in berm conditions for Impoundments?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If applicable, Freeboard Measurement (include unit e.g., feet):	
If the answer is "yes" to any of the above questions, describe the situation. State the date that the problem was first observed, the specific location where the problem occurred and affected area(s), and any corrective action taken. Attach map showing affected area(s) and if necessary, attach additional sheets.	
Return this form with attachments by the 15 th of the month following the reporting month via email to recycledwater@sfwater.org	

I certify that the information herein complies with the *SFPUC Rules and Regulations for Users Receiving Recycled Water Service in the City and County of San Francisco* and all the information I submit to the SFPUC relating to the On-Site Recycled Water System is complete, true, and correct. The information enclosed is true and accurately represents and demonstrates that the On-Site Recycled Water System will comply with the *Rules and Regulations for Users Receiving Recycled Water Service in the City and County of San Francisco*. I agree to defend, indemnify, and hold harmless the SFPUC, its directors, officers, and employees, against all loss, damage, expense, claims, suits and liability, including attorneys' fees in any way connected with the project described in this form.

Signature of Site Supervisor: _____ Date: _____

APPENDIX F: RECYCLED WATER SPILL REPORTING FORM

[SFPUC Rules and Regulations for Recycled Water Use, Rule 8.5]

This Form with attachments must be submitted to SFPUC WRD via email (recycledwater@sfgwater.org) within 7 calendar days from the date of the spill or unauthorized release, so SFPUC can submit to RWQCB and DDW.

User:	
Contact Name:	
Contact Phone:	
Use Area Name:	
Use Area Address:	
Date:	
Date/time spill or discharge began:	
Date/time spill or discharge ended:	
Location of spill or discharge:	
Did the Recycled Water enter or will it enter storm drains or receiving waters (e.g., rivers, creeks, lakes, or ocean)? If so, identify where entered:	
Estimated volume of spill or discharge (gallons) or estimated flow rate if spill ongoing (gallons/minute):	
Estimated time of repair:	
Agencies/entities involved with repair and/or clean-up:	
Cause of the spill or discharge:	
Corrective actions taken and when, or plan to correct spill/discharge:	
Adverse impacts related to the spill observed, such as excessive sedimentation or a fish kill? If so, describe:	
Recycled Water chlorine residual value (for spills or unauthorized releases of Recycled Water greater than 50,000 gallons that have not been dechlorinated and discharge to surface water)*:	

Attach photograph(s) and coordinates or map of the spill location (can be hand drawn on map)

*If accessible and feasible, provide sampling result at the point of discharge to the surface water.

I certify that the information herein complies with the SFPUC Rules and Regulations for Users Receiving Recycled Water Service in the City and County of San Francisco and all the information I submit to the SFPUC is complete, true, and correct. The information enclosed is true and accurately represents and demonstrates that the On-Site Recycled Water System will comply with the Rules and Regulations for Users Receiving Recycled Water Service in the City and County of San Francisco. I agree to defend, indemnify, and hold harmless the SFPUC, its directors, officers, and employees, against all loss, damage, expense, claims, suits and liability, including attorneys' fees in any way connected with the project described in this form.

Signature of Site Supervisor: _____ Date: _____

APPENDIX G: RECYCLED WATER CONTACTS

Issue or Question	Contact Information
<p>Emergencies and Operational Problems (including Cross-Connection and backflow incident from Recycled Water system into Potable Water system)</p> <p>Cross-Connection Control Certification</p>	<p>San Francisco Public Utilities Commission Water Quality Division</p> <p>Non-emergency: (650) 652-3199</p> <p>24-hour Emergency Line (on-call WQD Inspector): (650) 872-5900</p>
<p>Distribution of Recycled Water</p> <p>Recycled Water System Emergencies and Operational Problems (including breaks, spills, low pressure, low flow, disconnect/disable Off-Site Recycled System due to threat to Public health and safety)</p> <p>Outages and Backup supplies</p> <p>Recycled Water Meter</p>	<p>San Francisco Public Utilities Commission City Distribution Division</p> <p>24/7 dispatch for both non-emergency and emergency: (415) 551-3000</p> <p>24/7 Watch Engineer at Lake Merced Pump Station (for Outages and Backup supplies): (415) 405-4500</p>
<p>SFPUC Rules and Regulations for Users Receiving Recycled Water Service in the City and County of San Francisco</p> <p>Recycled Water Site Supervisors and Training, Use Areas, and Records</p> <p>Operations Plan Updates and Meetings</p> <p>Irrigation Coverage Test, Annual Use Area Inspections</p> <p>Inspection of On-Site Recycled Water Systems During or After Construction or Significant Modification</p> <p>Public Health Concerns related to use of Recycled Water</p> <p>Mosquito breeding from Recycled Water</p>	<p>San Francisco Public Utilities Commission Water Resources Division (415) 551-4514 recycledwater@sfgwater.org</p>
<p>Authorized Backflow Prevention Assembly Testers & Companies</p>	<p>San Francisco Department of Public Health https://www.sfdph.org/backflow</p>
<p>Permit to install, replace, or relocate Backflow Prevention Assemblies</p>	<p>San Francisco Department of Building Inspection Plumbing Inspection Services (628) 652-3450 dbionlineservices@sfgov.org</p>