

Backflow Preventers: Annual Test and Monthly Look



PAGE 1: DEVICE LIST

Know every backflow preventer on the property, keep its test current, and catch freeze damage and leaks early.

CODE Backflow testing is set by your water utility and your state or local plumbing code (cross-connection control programs under the Safe Drinking Water Act). Most require a certified tester to test testable devices at least once a year and send the report to the utility. Check your utility's rules for due dates and where reports go.

PROPERTY	BUILDING / LOCATION	DATE	PERFORMED BY	NEXT DUE
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Device list

#	LOCATION	TYPE	SERVES	LAST TEST DATE	NEXT DUE	TESTER / REPORT SENT TO UTILITY
		RPZ DCVA PVB other	domestic fire irrigation boiler			☐
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INITIALS	SUPERVISOR REVIEW	DATE
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Backflow Preventers: Annual Test and Monthly Look (continued)

PAGE 2: MONTHLY LOOK

PROPERTY BUILDING / LOCATION DATE PERFORMED BY NEXT DUE

#	Monthly look (staff)	FREQUENCY	OK	ACTION	DUE	N/A	NOTES
1	No water discharging from the relief valve (RPZ)	Monthly	☐	☐		☐	
2	No leaks, cracks or damage at the body, test cocks or valves	Monthly	☐	☐			
3	Shutoff valves open (handles in line with the pipe)	Monthly	☐	☐			
4	Enclosure or insulated cover intact; heated where it can freeze	Monthly (fall)	☐	☐		☐	
5	Test tag present and current	Monthly	☐		☐		
6	Nothing connected around the device (no bypass, no hose to a drain)	Monthly	☐	☐			
7	Every device on the list tested within its due date this year	Yearly	☐		☐		

■ If Action:

WHAT TO DO

Test overdue: schedule it now. Utilities can shut off service for missing tests.

CALL A LICENSED VENDOR WHEN

- RPZ dumping water: call your backflow tester. It usually means a check valve is fouled or failing. Don't plug the relief port.
- Freeze damage or a split body: shut it off, call the tester or plumber, and tell the utility if the device is out of service.

INITIALS SUPERVISOR REVIEW DATE

