

Water Services Installation ITP Template

Original editable baseline for ordinary building cold-water, heated-water and non-drinking water service pipework where selected. Covers product evidence, service routing, jointing, project-specified testing, conditional flushing/disinfection, operational checks and handover. Excludes fire-fighting, gas, process/high-pressure, HVAC, pools, off-site utility mains and specialist treatment plant. System selection and all numeric criteria must come from applicable authority, approved design and contract.

Project	[Enter project / state / parties]
Package	water-services
Document / revision	[Enter controlled number and revision]
Issue purpose	For review - proposed editable baseline
Boundary	Complete against project documents; remove out-of-scope activities.

Read before use

- This is a reusable proposed baseline, not an approved project plan or completed inspection record.
- Enter actual acceptance criteria, source revisions/locators, lot basis, frequency, roles and contractual control points from the project. No numeric limit, test result, qualification, signature or client release has been supplied.
- Confirm scope and remove or mark conditional rows that do not apply. Resolve missing or conflicting decisions with the assigned project authority.
- Complete the matching blank Record Prompts only when actual work occurs; retain source certificates and original specialist reports.

Project inputs to resolve

Jurisdiction and authority basis: [Enter project source / decision] State/territory, local plumbing regulator and applicable adoption/variations. Confirm current legal requirements.

Approved service drawings and revisions: [Enter project source / decision] Identify plans, risers/isometrics, schedules, details and any approved design revisions.

Project specification and adopted standards: [Enter project source / decision] Record exact contract sources, revisions and adopted editions; do not assume the current edition is the contract edition.

Approved product and material schedule: [Enter project source / decision] Identify approved pipe, fittings, joints, valves and product evidence applicable to this service.

Licensed roles, inspections and release authority: [Enter project source / decision] Identify performing/reviewing roles, regulatory inspections, notification, contractual H/W points and release authority.

Project records and handover requirements: [Enter project source / decision] Identify required test sheets, as-builts, certificates, commissioning and dossier index.

Project-specific test method and acceptance: [Enter project source / decision] Enter method, test medium, limits, duration, section/lot and source from applicable standard/specification/authority.

Service boundaries and connection interfaces: [Enter project source / decision] Identify property connection, downstream/upstream party, utility/network owner and excluded systems.

Flushing, disinfection and water quality requirements: [Enter project source / decision] Confirm whether required for this system and identify approved procedure, limits, sampling and disposal.

Inspection and Test Plan

Proposed baseline. Replace prompts with controlled project criteria and references before project review.

WTR-01 • Service boundary and design release

Inspection / test	Confirm the included cold, heated and non-drinking water systems, tie-in points and work boundaries before installation.
Method	Compare approved service drawings, schedules, scope and interface register; distinguish potable/non-potable, cold/heated services, utility work and excluded fire/process systems.
Acceptance condition	Only identified services and current approved drawings are released; unresolved design, cross-connection or point-of-connection decisions are recorded for the responsible designer/authority. Project basis: [Enter Approved service drawings and revisions]; [Enter Service boundaries and connection interfaces]; [Enter Jurisdiction and authority basis].
Reference / locator	Topic guidance only; see Source Register. Enter the actual project document, revision and locator.
Trigger / frequency	Proposed: At the identified item / lot before the next step that would obscure or change the evidence; confirm project-defined coverage and timing.
Responsibility	Proposed: Assigned licensed plumbing contractor performs and records; reviewer / regulator acts only within documented authority. Project role basis: [Enter Licensed roles, inspections and release authority]
Point / external party	TBC; Proposed: [Enter project-assigned reviewing / release authority]
Notice / release	Proposed: Confirm project notice recipient, evidence, timing and release authority; no external control point is assigned.
Record	Water service scope and interface register
Applicability / remarks	Core for water-service package. Proposed baseline. Confirm applicability and replace with controlled project requirement.

WTR-02 • Product approval and delivery check

Inspection / test	Check pipe, fittings, valves and devices against the approved service schedule and applicable evidence-of-suitability requirements.
Method	Match product identity, size/material, pressure/service designation and required certification/document references to approved submittals; segregate mismatched or damaged products.
Acceptance condition	Products match approved project schedule and required evidence is available for the intended service and jurisdiction. No product approval is inferred from this template. Project basis: [Enter Approved product and material schedule]; [Enter Project specification and adopted standards].
Reference / locator	Topic guidance only; see Source Register. Enter the actual project document, revision and locator.
Trigger / frequency	Proposed: At the identified item / lot before the next step that would obscure or change the evidence; confirm project-defined coverage and timing.
Responsibility	Proposed: Assigned licensed plumbing contractor performs and records; reviewer / regulator acts only within documented authority. Project role basis: [Enter Licensed roles, inspections and release authority]
Point / external party	TBC; Proposed: [Enter project-assigned reviewing / release authority]
Notice / release	Proposed: Confirm project notice recipient, evidence, timing and release authority; no external control point is assigned.
Record	Water product receipt and approval register
Applicability / remarks	When water-service products are supplied for installation. Proposed baseline. Confirm applicability and replace with controlled project requirement.

WTR-03 • Set-out, support and service separation

Inspection / test	Verify installed route, identification and supports against approved drawings and service coordination before concealment.
Method	Walk the installed section; compare route, levels/clearances, support details, sleeves and service identification to controlled drawings and coordination requirements; record deviations.
Acceptance condition	Installed route and support/interface details agree with approved documents; separation, access and identification requirements are resolved from project sources. Project basis: [Enter Approved service drawings and revisions]; [Enter Project specification and adopted standards].
Reference / locator	Topic guidance only; see Source Register. Enter the actual project document, revision and locator.
Trigger / frequency	Proposed: At the identified item / lot before the next step that would obscure or change the evidence; confirm project-defined coverage and timing.
Responsibility	Proposed: Assigned licensed plumbing contractor performs and records; reviewer / regulator acts only within documented authority. Project role basis: [Enter Licensed roles, inspections and release authority]
Point / external party	TBC; Proposed: [Enter project-assigned reviewing / release authority]
Notice / release	Proposed: Confirm project notice recipient, evidence, timing and release authority; no external control point is assigned.
Record	Water service installation and pre-cover record
Applicability / remarks	Where concealed or supported water pipework is installed. Proposed baseline. Confirm applicability and replace with controlled project requirement.

WTR-04 • Jointing and concealed workmanship

Inspection / test	Inspect completed joints and fittings while accessible, before insulation or enclosure.
Method	Verify joint type and installer/process evidence against manufacturer instructions and approved method; visually inspect accessible joints and record defects and repair references.
Acceptance condition	Jointing method and workmanship meet approved product instructions and project criteria; all identified defects are dispositioned before concealment. Project basis: [Enter Approved product and material schedule]; [Enter Project specification and adopted standards].
Reference / locator	Topic guidance only; see Source Register. Enter the actual project document, revision and locator.
Trigger / frequency	Proposed: At the identified item / lot before the next step that would obscure or change the evidence; confirm project-defined coverage and timing.
Responsibility	Proposed: Assigned licensed plumbing contractor performs and records; reviewer / regulator acts only within documented authority. Project role basis: [Enter Licensed roles, inspections and release authority]
Point / external party	TBC; Proposed: [Enter project-assigned reviewing / release authority]
Notice / release	Proposed: Confirm project notice recipient, evidence, timing and release authority; no external control point is assigned.
Record	Water joint and pre-concealment inspection log
Applicability / remarks	For installed joints that will become inaccessible. Proposed baseline. Confirm applicability and replace with controlled project requirement.

WTR-05 • Pressure test readiness and isolation

Inspection / test	Confirm each test section, boundaries, compatible test setup and protection of connected components before testing.
Method	Review approved test procedure; verify section limits, gauge/instrument identification and calibration status if required, isolated appliances, test medium and safety controls.
Acceptance condition	Test section and procedure match project-approved test plan and applicable service requirements; vulnerable components are protected and setup is recorded before pressurisation. Project basis: [Enter Project-specific test method and acceptance]; [Enter Project specification and adopted standards].
Reference / locator	Topic guidance only; see Source Register. Enter the actual project document, revision and locator.
Trigger / frequency	Proposed: At the identified item / lot before the next step that would obscure or change the evidence; confirm project-defined coverage and timing.
Responsibility	Proposed: Assigned licensed plumbing contractor performs and records; reviewer / regulator acts only within documented authority. Project role basis: [Enter Licensed roles, inspections and release authority]
Point / external party	TBC; Proposed: [Enter project-assigned reviewing / release authority]
Notice / release	Proposed: Confirm project notice recipient, evidence, timing and release authority; no external control point is assigned.
Record	Water pressure test setup record
Applicability / remarks	When a pressure test is specified for the installed service. Proposed baseline. Confirm applicability and replace with controlled project requirement.

WTR-06 • Pressure test and defect closeout

Inspection / test	Record the specified water-service test result and verify repair/retest evidence where required.
Method	Perform the approved test for the defined section; record actual medium, set conditions, start/end readings, times, observed leakage and test instrument; repair and repeat per approved procedure.
Acceptance condition	Actual results satisfy only the project-approved acceptance criteria and authority pathway; failed tests remain open until documented repair and accepted retest. Do not apply WA example values unless expressly adopted. Project basis: [Enter Project-specific test method and acceptance]; [Enter Jurisdiction and authority basis].
Reference / locator	Topic guidance only; see Source Register. Enter the actual project document, revision and locator.
Trigger / frequency	Proposed: At the identified item / lot before the next step that would obscure or change the evidence; confirm project-defined coverage and timing.
Responsibility	Proposed: Assigned licensed plumbing contractor performs and records; reviewer / regulator acts only within documented authority. Project role basis: [Enter Licensed roles, inspections and release authority]
Point / external party	TBC; Proposed: [Enter project-assigned reviewing / release authority]
Notice / release	Proposed: Confirm project notice recipient, evidence, timing and release authority; no external control point is assigned.
Record	Water service test and retest certificate
Applicability / remarks	When the specified test is applicable. Proposed baseline. Confirm applicability and replace with controlled project requirement.

WTR-07 • Flushing and disinfection, where required

Inspection / test	Determine and complete project-required flushing, disinfection and water-quality checks before service use.
Method	Confirm system type, scope and written procedure; flush/disinfect only where required and by approved method; record water quality samples/results, disposal and clearance where specified.
Acceptance condition	Applicable flushing/disinfection and water-quality evidence meets authority and project requirements; where not required, the basis is recorded. No universal disinfection trigger, dose or residual is supplied. Project basis: [Enter Flushing, disinfection and water quality requirements]; [Enter Jurisdiction and authority basis].
Reference / locator	Topic guidance only; see Source Register. Enter the actual project document, revision and locator.
Trigger / frequency	Proposed: At the identified item / lot before the next step that would obscure or change the evidence; confirm project-defined coverage and timing.
Responsibility	Proposed: Assigned licensed plumbing contractor performs and records; reviewer / regulator acts only within documented authority. Project role basis: [Enter Licensed roles, inspections and release authority]
Point / external party	TBC; Proposed: [Enter project-assigned reviewing / release authority]
Notice / release	Proposed: Confirm project notice recipient, evidence, timing and release authority; no external control point is assigned.
Record	Water flushing, disinfection and sampling record
Applicability / remarks	Conditional on service type, jurisdiction and project procedure. Proposed baseline. Confirm applicability and replace with controlled project requirement.

WTR-08 • Operational checks and service identification

Inspection / test	Check completed valves, outlets, controls, labels and access against approved schedules and operation requirements.
Method	Operate each scheduled item; verify intended service identification, access/isolation, flow direction and documented function; record exceptions and closeout actions.
Acceptance condition	Installed items match approved schedule and perform as specified; access and service identification are maintained and defects are closed. Project basis: [Enter Approved service drawings and revisions]; [Enter Project specification and adopted standards].
Reference / locator	Topic guidance only; see Source Register. Enter the actual project document, revision and locator.
Trigger / frequency	Proposed: At the identified item / lot before the next step that would obscure or change the evidence; confirm project-defined coverage and timing.
Responsibility	Proposed: Assigned licensed plumbing contractor performs and records; reviewer / regulator acts only within documented authority. Project role basis: [Enter Licensed roles, inspections and release authority]
Point / external party	TBC; Proposed: [Enter project-assigned reviewing / release authority]
Notice / release	Proposed: Confirm project notice recipient, evidence, timing and release authority; no external control point is assigned.
Record	Water service functional check and asset register
Applicability / remarks	At completion for included water services. Proposed baseline. Confirm applicability and replace with controlled project requirement.

WTR-09 • Regulatory inspection and handover

Inspection / test	Confirm required authority notifications, inspection outcomes and service records are complete for handover.
Method	Reconcile regulator/utility approvals, certificates, approved deviations, test/flush results, marked-up drawings and operation information against the project dossier index.
Acceptance condition	All required project and jurisdiction records are indexed; outstanding authority conditions, defects or exclusions are visible and not represented as accepted. Project basis: [Enter Licensed roles, inspections and release authority]; [Enter Project records and handover requirements].
Reference / locator	Topic guidance only; see Source Register. Enter the actual project document, revision and locator.
Trigger / frequency	Proposed: At the identified item / lot before the next step that would obscure or change the evidence; confirm project-defined coverage and timing.
Responsibility	Proposed: Assigned licensed plumbing contractor performs and records; reviewer / regulator acts only within documented authority. Project role basis: [Enter Licensed roles, inspections and release authority]
Point / external party	TBC; Proposed: [Enter project-assigned reviewing / release authority]
Notice / release	Proposed: Confirm project notice recipient, evidence, timing and release authority; no external control point is assigned.
Record	Water services commissioning and handover dossier index
Applicability / remarks	Core where required by contract or authority. Proposed baseline. Confirm applicability and replace with controlled project requirement.

Blank matching record prompts

Complete the actual date, observation, result and responsible roles during the work. Blank cells are intentional; this template contains no completed inspection or approval.

WTR-01 • Service boundary and design release

Field	Actual entry / evidence
Service/system ID	
Drawing and revision	
Tie-in / work boundary	
Open decision reference	
Date / location / lot	
Actual observation / result / unit	
Original evidence / report reference	
Disposition / corrective action / recheck	
Performed by / date	
Reviewed / decision reference	

WTR-02 • Product approval and delivery check

Field	Actual entry / evidence
Product / component	
Service and location	
Approval / certification reference	
Condition / disposition	
Date / location / lot	
Actual observation / result / unit	
Original evidence / report reference	
Disposition / corrective action / recheck	
Performed by / date	
Reviewed / decision reference	

WTR-03 • Set-out, support and service separation

Field	Actual entry / evidence
Section / location	
Drawing and revision	
Support / restraint reference	
Deviation / RFI reference	
Date / location / lot	
Actual observation / result / unit	
Original evidence / report reference	
Disposition / corrective action / recheck	
Performed by / date	
Reviewed / decision reference	

WTR-04 • Jointing and concealed workmanship

Field	Actual entry / evidence
Section / location	
Joint type / installer	
Observation / defect	
Repair / reinspection reference	
Date / location / lot	
Actual observation / result / unit	
Original evidence / report reference	
Disposition / corrective action / recheck	
Performed by / date	
Reviewed / decision reference	

WTR-05 • Pressure test readiness and isolation

Field	Actual entry / evidence
Test section	
Procedure / revision	
Gauge ID / calibration reference	
Isolation and protection check	
Date / location / lot	
Actual observation / result / unit	
Original evidence / report reference	
Disposition / corrective action / recheck	
Performed by / date	
Reviewed / decision reference	

WTR-06 • Pressure test and defect closeout

Field	Actual entry / evidence
Test section	
Actual readings / result	
Actual start/end time	
Defect / repair / retest ref.	
Date / location / lot	
Actual observation / result / unit	
Original evidence / report reference	
Disposition / corrective action / recheck	
Performed by / date	
Reviewed / decision reference	

WTR-07 • Flushing and disinfection, where required

Field	Actual entry / evidence
System / section	
Approved procedure reference	
Sample point / lab result	
Clearance / disposition	
Date / location / lot	
Actual observation / result / unit	
Original evidence / report reference	
Disposition / corrective action / recheck	
Performed by / date	
Reviewed / decision reference	

WTR-08 • Operational checks and service identification

Field	Actual entry / evidence
Valve / outlet / control ID	
Location / service	
Observed function	
Defect / closeout reference	
Date / location / lot	
Actual observation / result / unit	
Original evidence / report reference	
Disposition / corrective action / recheck	
Performed by / date	
Reviewed / decision reference	

WTR-09 • Regulatory inspection and handover

Field	Actual entry / evidence
Record / certificate	
Document number / revision	
Status / authority	
Open condition / owner	
Date / location / lot	
Actual observation / result / unit	
Original evidence / report reference	
Disposition / corrective action / recheck	
Performed by / date	
Reviewed / decision reference	

Topic guidance sources and limitations

Australian Building Codes Board, NCC 2022 Volume Three — Plumbing Code of Australia

Accessed 2026-10-07; Volume Three index: Section B Water services, Section C Sanitary plumbing and drainage systems, state/territory schedules and Schedule 2 referenced documents.

<https://ncc.abcb.gov.au/editions/ncc-2022/adopted/volume-three>

Official national framework and source locator. State adoption, variations, application and project compliance pathway must be confirmed; NCC edition is not assumed to be the contract edition.

Australian Building Codes Board, NCC 2022 Volume Three — Schedule 2 Referenced documents

Accessed 2026-10-07; entries AS/NZS 3500 Part 1:2021 (B1D3 etc.), Part 2:2021 (C1/C2 provisions) and Part 3:2021 (F1D3, H2D2/H2D6 and 7.4.3).

<https://ncc.abcb.gov.au/editions/ncc-2022/adopted/volume-three/2-referenced-documents/referenced-documents>

Confirms NCC 2022 referenced-document editions and provision cross-references only. Verify the edition actually adopted by the project jurisdiction and contract; full standards text was not used.

Australian Building Codes Board, NCC 2022 Volume Three — Section B Water services

Accessed 2026-10-07; index entries Part B1 Cold water services, B2 Heated water services, B3 Non-drinking water services, B5 Cross-connection control, B6 Rainwater services and B7 Rainwater storage.

<https://ncc.abcb.gov.au/editions/ncc-2022/adopted/volume-three/b-water-services>

Defines service group coverage and compliance topic routing; it does not set project-specific test methods, design values, hold points or blanket disinfection requirements.

WA Plumbers Licensing Board, Pipe sizing and commissioning

Version 4, May 2023: page 4 Testing and commissioning of water services flowchart; page 5 WA scope and adopted-code notes. Checked 7 October 2026.

<https://www.wa.gov.au/media/54256/download>

WA-specific technical example only. Its stated pressure/time and disinfection triggers are intentionally not reproduced as generic criteria; use only if confirmed applicable by jurisdiction, contract and service design.

ABCB WaterMark, What requires WaterMark?

Transcript: schedules of products/excluded products and matching certificate/product identity. Checked 7 October 2026.

<https://watermark.abcb.gov.au/resources/videos/what-requires-watermark>

Topic support for checking certification applicability and product identity; not every plumbing product requires WaterMark. No individual product or installation is certified by this template.

Topic guidance is provided for orientation only. Confirm applicable jurisdictional adoption, approved design and contract requirements. No cited source substitutes for the complete controlled project documents or licensed standards.