10 3000 A
Wet Work Planning Checklist
(10 3000 Wet Work)

WET WORK PLANNING CHECKLIST **Page 1**
Permit No: _____

The following should be completed before Wet Work has begun. This Checklist should be referenced in the completion of Wet Work Permits. No Wet Work should begin prior to the creation of this Checklist and the Permit.

1. List below the Action Plan in the event of a leak or water damage. You can use the following questions to help prepare the Action Plan.
This Action Plan is to contain and resolve an ongoing situation. Include steps such as shutting off water, leak containment and steps to minimize damage.

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2. Has sufficient manpower and equipment been positioned to respond in the event of a water release? Please list equipment storage locations, and the name and number of manpower available.
It is important to plan the response in the event of a leak. Manpower and appropriate equipment will be required to reduce damage. Equipment might include pumps, wet vacs, fans, mops, absorbent materials, etc. That equipment should be available near the location of the work.

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3. Emergency Responders List
This list might include the project manager, superintendent, MEP project managers and superintendents, Owner's representative, etc.

Contact Name	**Position**	**Phone Number**

4. Do all responders have emergency site access?
All responders need to be granted emergency site access so that they may assist in a timely manner.

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5. Are water shut-off valve locations known, clearly identified with signs and accessible with any required tools for shut-off available?
It is imperative that prior to the start of Wet Work that all shut-off valves are located and clearly labelled. In the event that special tools (wrenches, curb keys, etc.) are required to operate the valves they must be on hand prior to beginning the Wet Work.

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6. Has the piping been drained and is there a Lockout/Tagout procedure to ensure water bearing systems remain dry until the completion of the work?
A water Lockout/Tagout procedure should be established to ensure that, prior to the completion of the work, piping systems are not accidentally charged resulting in a water release.

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7. Is a spill response cart or similar response equipment available nearby the location of the Wet Work? Please list where it has been stored.
Spill response carts or similar response equipment should be located and available prior to beginning Wet Work. Spill response carts can minimize water damage while the flow of water is controlled and allowing time for additional manpower and equipment to be mobilized.

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8. Are materials and sensitive equipment either relocated or protected from potential water damage?
Consider relocating and/or protecting materials and sensitive equipment that could be damaged by Wet Work.

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9. Are drains in the location of the work open and operational?
If drains are in the location of planned Wet Work, ensure that they are not clogged, are connected and verify they are fully operational prior to the start of work.

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10. In the event of a water release are there floor openings and pathways that could facilitate water damage?
A water release can cause damage far from the location of the actual Wet Work. Before Wet Work is undertaken it is important to investigate where the water might go in the event of a release. Floor penetrations, conduits, chases, elevator shafts, etc. are examples of water pathways to consider. In the event that it is discovered that damage potential exists, make sure to mitigate the risk prior to beginning Wet Work.

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11. List items that could be damaged by facilitated water as listed in #10, and what action is being taken preventively to avoid damage. Make sure to list in #1 if action needs to occur during the ongoing situation.

Item	**Location**	**Action**

12. In the event a piping/water bearing system is being charged, has it been pressure tested with low pressure air to ensure tightness?
It is typically a good practice to pressure test water bearing systems with low pressure air prior to charging, even if the system previously passed a hydrostatic or other type testing. It is not uncommon that an alteration to a piping system is made by a subcontractor or another trade and after a system has already passed a tightness test and is drained waiting to be entered into service. Many water releases occur due to changes to water bearing systems to facilitate other work. For example, an electrical subcontractor relocating a portion of a potable water line to facilitate electrical conduit installation and then forgetting to restore the water line. Ensuring lines can hold low air pressure for a set period of time is an inexpensive and simple way to ensure water bearing system tightness. Also, charge piping zone-by-zone, never with all valves open. If a failure does occur, it occurs in a smaller section of the piping network which can be addressed more quickly and may result in less damage.

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13. Have temporary hoses and pipes which could be in the potential path of mobile equipment been protected with temporary ramps to prevent damage?
Hoses and pipes which lay in the path of mobile equipment such as scissor lifts, mobile platforms, forklifts, etc. should be protected with temporary ramps as they can be damaged and rupture if driven over.

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