



Water level station validation certificate

Purpose	
This certificate is to be completed by a Certified Meter Installer (CMI) to validate metering equipment attached to storage works associated with taking water under the authority of the <i>Water Act 2000</i> .	
The CMI must provide the water level station owner a copy of this certificate, the attached checklists and any associated documentation outlined in the checklists within 20 business days after the completing the validation.	
Part A Meter Owner details	
Full name:	
Client reference number:	
If the meter owner is a corporation, please supply the ACN:	
Street address:	
Mailing address:	
Contact details	
The contact details provided will be used by the department for the purpose of communications under the <i>Water Act 2000</i> . The department may be required or authorised by legislation to disclose your information to other third parties.	
Full name:	
Preferred phone:	Alternative phone:
Email:	

Privacy statement: Collection of information on this certificate is authorised by section 112 of the Water Regulation 2016 and will be used by the department for the purpose of processing your validation. The department may be required or authorised by legislation to disclose your information to other third parties. The information may be searchable, disclosed to and used by the public as allowed, authorised or required by legislation.		
OFFICE USE ONLY	File reference:	Office Stamp Only
	Date received:	

Part B Water storage and water level station details

1. 1st storage details

Property name / address	
Lot / Plan	
Authorisation number/s	
Works number/s	
Description	
Water source	

Office use only

Client ID	Water Account ID
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2. Plan diagram of water storage and water level station location (annotated photograph is acceptable)

Please provide datum locations of the water level station on the diagram.

3. Water level station details

Datum locations must be included on attached diagram.

Install date			
Water level station description			
Datum height (if known)	EL	m	Location description
Sensor height (RL ₁)	RL	m	Location description
Bywash/crest height (RL ₂)	RL	m	Location description
Dead storage height (RL ₃)	RL	m	Location description
Storage operating range	RL₂ – RL₃ = m		
Location details	Latitude*:		Longitude*:
	Datum: <input type="checkbox"/> GDA2020 <input type="checkbox"/> GDA94 <input type="checkbox"/> WGS84 <input type="checkbox"/> Other:		

*Latitude and longitude can be shown as either:
 Decimal degrees showing five decimal places E.g. Latitude -27.47514 Longitude 153.02578
 OR
 Degrees° Minutes' Seconds" E.g. Latitude 27° 28' 30.504" S Longitude 153° 1' 32.808" E

4. Water level station power source and location			
<input type="checkbox"/> Internal battery only		<input type="checkbox"/> Battery with solar	
<input type="checkbox"/> Mains power		Voltage (v)	
Location details	Latitude*: Datum: <input type="checkbox"/> GDA2020 <input type="checkbox"/> GDA94 <input type="checkbox"/> WGS84 <input type="checkbox"/> Other:	Longitude*:	
5. Enclosure tamper seal and additional tamper seal details			
Enclosure tamper seal ID		Additional tamper seal ID/s	
Additional tamper seal description/s			
Location details	Latitude*: Datum: <input type="checkbox"/> GDA2020 <input type="checkbox"/> GDA94 <input type="checkbox"/> WGS84 <input type="checkbox"/> Other:	Longitude*:	
6. Water level sensor details			
Water level sensor type		Model	
Water level sensor serial no.		Range of measurement	m
Location details	Latitude*: Datum: <input type="checkbox"/> GDA2020 <input type="checkbox"/> GDA94 <input type="checkbox"/> WGS84 <input type="checkbox"/> Other:	Longitude*:	
7. Data transmitter details			
Complete if water level sensor doesn't communicate directly with data logger			
Data transmitter type		Model	
Data transmitter serial no.			
Data transmitter password		Software revision	
8. Water level data logger details			
Complete section only if data logger installed			
Water level data logger type		Model	
Water level data logger serial no.			
Water level data logger password		Software revision	
Log interval		Is telemetry enabled?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Initial water level reading		Time/date of reading	
9. Component replacement details			
Complete this section only if one or more components of a water level station are being replaced during validation			
Component type		Model	
Serial no.			
Start reading		Time/date of reading	
Final reading (device being replaced)		Serial number (device being replaced)	

*Latitude and longitude can be shown as either:

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Part C Additional details**1. Additional water level station details**

Details of additional water level stations must be attached to this form. Copy, complete and attach Appendix 1 as required. Strike out rows below that do not apply.

Authorisation number				
Water level station 1	Works number		Lot / Plan	
Water level station 2	Works number		Lot / Plan	
Water level station 3	Works number		Lot / Plan	
Water level station 4	Works number		Lot / Plan	
Water level station 5	Works number		Lot / Plan	
Water level station 6	Works number		Lot / Plan	
Water level station 7	Works number		Lot / Plan	
Water level station 8	Works number		Lot / Plan	
Water level station 9	Works number		Lot / Plan	
Water level station 10	Works number		Lot / Plan	

2. Water level data logger communication

Complete this section if more than one storage is serviced by a data logger.

Water level data logger serial no.		Storage/s serviced	
Description of communication			
Water level data logger serial no.		Storage/s serviced	
Description of communication			

Include diagram if needed:

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Part D Validation declaration

The CMI must complete and sign the declaration below.

I declare that:

- The water level station installation meets the specifications prescribed in the Queensland interim standard for water level stations.
- The water level station will operate within the required parameters of the Queensland interim standard and the manufacturers specifications operate correctly (to the best of my knowledge).
- The water level station has been tamper sealed to prevent any unauthorised access or modification.
- All information contained in this certificate is accurate and complete.
- I have provided the meter owner with all documentation required to submit the validation certificate.

Name:	CMI no.
Business name:	Phone:
Email:	Date:
Signature:	

Checklist 1 Validation	
The CMI must complete the following validation checklist.	
No.	Description
	Does the water level station comply with the QLD interim metering standard? <input type="checkbox"/> Yes <input type="checkbox"/> No
	Has the installer provided adequate photographs of the installation as described in checklist 2? <input type="checkbox"/> Yes <input type="checkbox"/> No
	Are you satisfied the water level station will work correctly when started? <input type="checkbox"/> Yes <input type="checkbox"/> No
	If there is any cabling, has this been securely housed within conduit? <input type="checkbox"/> Yes <input type="checkbox"/> No
	Is there any evidence of tampering with the water level station? <input type="checkbox"/> Yes <input type="checkbox"/> No
	If the answer to Q5 is yes, report this to the chief executive immediately before dismantling the meter for inspection. <input type="checkbox"/> Completed
	If battery powered, does the battery have an install and replacement date? <input type="checkbox"/> Yes <input type="checkbox"/> No
	Have you installed tamper proof seals to the meter installation so componentry can't be accessed, modified or removed without damaging the tamper proof seals? <input type="checkbox"/> Yes <input type="checkbox"/> No
	Has the water level data logger been set up correctly? <input type="checkbox"/> Yes <input type="checkbox"/> No
	Have you saved the configuration file and reset the password for the water level station and logger (if applicable)? <input type="checkbox"/> Yes <input type="checkbox"/> No
	Has the 'read only' password been provided to the department? <input type="checkbox"/> Yes <input type="checkbox"/> No
Checklist 2 Supporting documentation	
The following documents are to be provided to the meter owner (where applicable).	
Photos of the water level station installation (for each water level station). This includes photos of: <ul style="list-style-type: none"> Serial numbers Tamper seals The water level station site, showing whole installation. 	<input type="checkbox"/>
Copy of manufacturer's installation manual for each component.	<input type="checkbox"/>
Copy of a manufacturer's test certificate/s (if applicable).	<input type="checkbox"/>
Copy of certificate of accuracy for water level sensor.	<input type="checkbox"/>
Checklist 3 Site safety	
Clean up site, remove debris and weeds.	<input type="checkbox"/>
At the time of inspection was the site safe for employees, contractors or visitors to inspect or perform work in and around the meter installation.	<input type="checkbox"/>

Appendix 1 – Additional water level station details

Attachment _____ Water storage and water level station details				
1. _____ storage details				
Property name / address				
Lot / Plan				
Authorisation number/s				
Works number/s				
Description				
Water source				
<i>Office use only</i>				
Client ID		Water Account ID		
2. Plan diagram of water storage and water level station location (annotated photograph is acceptable)				
Please provide datum locations of the water level station on the diagram.				
3. Water level station details				
Datum locations must be included on attached diagram.				
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Water level station description				
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<input type="checkbox"/> Mains power		Voltage (v)	
Location details	Latitude*:	Longitude*:	
	Datum: <input type="checkbox"/> GDA2020 <input type="checkbox"/> GDA94 <input type="checkbox"/> WGS84 <input type="checkbox"/> Other:		
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Enclosure tamper seal ID		Additional tamper seal ID/s	
Additional tamper seal description/s			
Location details	Latitude*:	Longitude*:	
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Water level sensor serial no.		Range of measurement	m
Location details	Latitude*:	Longitude*:	
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Initial water level reading		Time/date of reading	
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