



June 13, 2022

Attention: Backflow Prevention Assembly Testers

Effective Monday, July 25, 2022, the Austin Water Cross Connection Control / Water Protection Program will no longer accept paper Test and Maintenance Reports (TMRs). All Backflow Prevention Assembly (BPA) TMRs must be entered electronically into the WEIRS database. This includes existing BPAs, new BPAs at existing sites, and new BPAs at sites not established within the WEIRS database.

In addition, as of the same date, you will be required enter the time of the test and the employer you were working for at the time of the test in the "Notes" field located near the bottom of the "Add Assembly Test" WEIRS page.

Personal training assistance will be provided until the above effective date. Additionally, an updated WEIRS Technician Reference Guide is available at:

<https://www.austintexas.gov/department/cross-connection-control-water-protection-program>.

Paper forms may be allowed on a case-by-case basis. If you are instructed by a Water Protection Specialist to submit by paper, send the signed original TMR by mail to:

Austin Water - Special Services Division  
Attn: Joe Smith\*  
3907 South Industrial Dr., Suite 100  
Austin, TX 78744

*\* Please include the name of the Water Protection Specialist who instructed you to submit by paper on the "Attn" line.*

As a plumbing permit is required for the installation of a new BPA, or the replacement of an existing BPA, a copy of the TMR must be attached to the assembly in a manner acceptable to the COA Plumbing Inspection Department. This copy is required to verify that all new BPAs have been tested as required by the local plumbing code. A final plumbing inspection will not be issued without a TMR for each new BPA. The tester may leave the TMR copy on a handwritten AW approved TMR form, or they may leave a printed copy of the official WEIRS entry. A copy of the TMR shall also be provided to the customer of record.

When testing RPZs for Temporary Fire Hydrant Meters, the tester must enter the test results electronically into WEIRS and leave a hard copy of the TMR with the Austin Water meter tech.

If you encounter a technical problem that prevents you from entering a test result, please contact our office by phone at 512-972-1060 (option 5, then option 1) or by email to [awcrossconnection@austintexas.gov](mailto:awcrossconnection@austintexas.gov) for assistance.

Sincerely,

Charles "Chuck" Deatherage  
Water Protection Supervisor  
City of Austin | Austin Water

