Southern California Backflow Prevention Compliance Planner

A Working Planning and Logging Tool for Annual Testing, Repairs, Preventive Checks, and Compliance Tracking Across Multifamily and Commercial Properties in LA County, Orange County, San Diego County, and the Inland Empire

How to Use This Planner

This tool provides a complete working document for managing backflow prevention compliance systematically across one or more Southern California properties. Use Part 1 to build and maintain your assembly inventory. Use Part 2 to track annual testing completion and results. Use Part 3 to document repairs and retests. Use Part 4 to manage your compliance calendar. Use Part 5 to log water agency communications. Use Part 6 as a quick reference for compliance requirements and warning signs. Review and update this planner at every testing event, repair event, and water agency communication. The more consistently it is maintained, the more accurately it reflects the true compliance status of your portfolio - and the more effectively it protects you in the event of an inspection, a legal challenge, or a property transaction.

This planner reflects requirements as of 2026 including the California Cross-Connection Control Policy Handbook effective July 1, 2024 and amended June 2025, and LADWP Rule 16-D effective July 1, 2025. Requirements are subject to change. Always verify current requirements with your serving water agency.

This planner is provided as a general reference and planning tool for informational purposes. It does not constitute legal or regulatory advice. Requirements are subject to change. Always verify current requirements with the California State Water Resources Control Board, your serving water agency, and a licensed plumber before making compliance decisions. Assembly selection and installation must be performed by a licensed plumber.

PROPERTY AND PORTFOLIO INFORMATION

Field	Details
Property Name / Address	
Property Type	☐ Multifamily Residential ☐ Commercial ☐ Mixed Use ☐ Other: _____
Serving Water Agency	☐ LADWP ☐ Cal Water ☐ California American Water ☐ Other: _____
Water Agency Contact - Cross-Connection Control Program	
Water Agency Phone / Email	
Number of Backflow Prevention Assemblies at This Property	
Current Testing Service Provider	
Tester Name and Certification Number	
Tester Certification Organization	
Tester Certification Expiration Date	
Person Responsible for Compliance at This Property	
Last Full Planner Review Date	

For Portfolios with Multiple Properties

Complete one planner per property, or use Part 1's inventory and Part 2's tracking log to consolidate multiple properties into a single portfolio-level document by adding a property column to each table.

PART 1: ASSEMBLY INVENTORY

This is the foundation of your compliance program. Every assembly that should be tested must appear here. Without a complete inventory, testing will consistently miss assemblies - creating compliance gaps that may not surface until a water agency audit or a contamination event.

DRIP BRIEFS

How to Build Your Inventory

If you do not have a current assembly inventory, start by walking the property with your testing service provider and identifying every backflow prevention assembly installed. Note each assembly's type, location, installation date where known, and the cross-connection it protects. Add new assemblies whenever plumbing work, tenant improvements, or system upgrades install new cross-connections.

Assembly Inventory Log *(add rows as needed)*

Assembly ID	Location / Description	Assembly Type	Cross-Connection Protected	Hazard Level	Installation Date / Est. Age	Manufacturer / Model	Serial Number	Last Test Date	Last Test Result	Next Test Due	Responsible Party
		☐ RP ☐ DC ☐ PVB ☐ AG ☐ Other		☐ High ☐ Low					☐ Pass ☐ Fail		
		☐ RP ☐ DC ☐ PVB ☐ AG ☐ Other		☐ High ☐ Low					☐ Pass ☐ Fail		
		☐ RP ☐ DC ☐ PVB ☐ AG ☐ Other		☐ High ☐ Low					☐ Pass ☐ Fail		

Assembly Type Key

Abbreviation	Assembly Type	Common Applications
RP	Reduced Pressure Principle	High-hazard cross-connections - irrigation with chemical injection, fire suppression with additives, pool and spa connections, cooling towers, graywater systems, medical equipment
DC	Double Check Valve	Low-hazard cross-connections - fire suppression without additives, standard domestic connections without chemical hazard
PVB	Pressure Vacuum Breaker	Back-siphonage protection only - standard irrigation without chemical additives, installed at minimum 12 inches above highest downstream outlet
AG	Air Gap	Physical separation - highest protection level, used where configuration permits

Common Cross-Connection Points in Southern California Multifamily and Commercial Properties

Cross-Connection Type	Typical Hazard Level	Typical Assembly Required	Notes
Irrigation - potable water, no chemicals	Low	DC or PVB	PVB requires elevation above downstream outlets
Irrigation - with fertilizer or chemical injection	High	RP	Chemical injection elevates to high hazard
Irrigation - recycled/reclaimed water	High	RP	Recycled water is always high hazard
Fire suppression - water only, no additives	Low	DC	Standard in multifamily residential
Fire suppression - with antifreeze or additives	High	RP	Chemical additives elevate to high hazard
Fire suppression - all types effective 7/1/2025	Assess per CCCPH	Verify with water agency	New CCCPH requirements effective July 2025

Pool / spa fill connections	High	RP	Chemical treatment creates high hazard
Booster pump - domestic water	Back pressure risk	Verify with water agency	Configuration determines requirement
Graywater system connections	High	RP	Required where graywater system installed
Commercial kitchen connections	Varies	Verify with licensed plumber	Depends on equipment and configuration
Medical / dental / veterinary equipment	High	RP	Biological and chemical contamination risk
Cooling tower makeup water	High	RP	Biocides and inhibitors create high hazard

Inventory Completeness Check

☐ All cross-connection points at this property have been physically identified and documented
☐ Fire suppression connections reviewed against updated CCCPH requirements effective July 1, 2025
☐ Any new cross-connections added since last inventory review have been added to this log
☐ Any assemblies removed or relocated since last review have been updated in this log
☐ Serving water agency has been consulted on any cross-connection points where required assembly type is uncertain

PART 2: ANNUAL TESTING TRACKING LOG

Annual testing is required for every field-testable assembly. This log tracks testing completion for each assembly independently - not just whether a testing visit occurred, but whether every assembly was tested, what the result was, and what action was taken.

Annual Testing Log - Current Year (add rows as needed)

Assembly ID	Location	Assembly Type	Test Date	Tester Name	Tester Cert. #	Test Result	Report Submitted to Water Agency	Report Submission Date	Agency Confirmation Received	Action Required	Action Completed
						☐ Pass ☐ Fail	☐ Yes ☐ No ☐ N/A		☐ Yes ☐ No ☐ N/A		
						☐ Pass ☐ Fail	☐ Yes ☐ No ☐ N/A		☐ Yes ☐ No ☐ N/A		
						☐ Pass ☐ Fail	☐ Yes ☐ No ☐ N/A		☐ Yes ☐ No ☐ N/A		

Annual Testing Summary - Current Year

Metric	Count
Total assemblies requiring annual testing	
Assemblies tested this cycle	
Tests with passing result	
Tests with failing result - repair and retest required	
Reports submitted to water agency (where required)	
Assemblies not yet tested - overdue or upcoming	

Year-Over-Year Testing History

Year	Total Assemblies	Tested	Pass	Fail	Overdue	Notes
2026						
2025						
2024						
2023						
2022						

Tester Qualification Verification

Confirm before every testing event that your tester holds current California-recognized certification under the CCCPH. This verification becomes more critical as the July 2027 ANSI accreditation deadline approaches.

Test Year	Tester Name	Certifying Organization	Certification Number	Expiration Date	California CCCPH Recognized	Verified By	Verification Date
					☐ Yes ☐ Not confirmed		
					☐ Yes ☐ Not confirmed		
					☐ Yes ☐ Not confirmed		

CCCPH Tester Certification Transition Checklist

☐ Current testing vendor confirmed aware of CCCPH certification transition requirements

☐ Tester's current certifying organization confirmed as California-recognized under CCCPH as of July 2026

☐ Tester's certifying organization confirmed to be ANSI-accredited or pursuing ANSI accreditation for compliance with July 2027 requirement

☐ Alternative testing vendor identified in case current vendor's certification does not meet post-July 2027 requirements

PART 3: REPAIR AND RETEST DOCUMENTATION LOG

A failed annual test is not a completed compliance event - it is documentation of a non-compliant condition. Compliance is restored only when the failed assembly has been repaired or replaced and successfully retested. Every failed test must have a corresponding repair record and a passing retest record in this log.

Repair and Retest Log

Assembly ID	Location	Failed Test Date	Failure Description	Repair / Replacement Date	Work Performed	Parts Replaced	Technician Name	Retest Date	Retest Result	Compliance Restored Date	Documentation Filed
									☐ Pass ☐ Fail		☐ Yes ☐ No
									☐ Pass ☐ Fail		☐ Yes ☐ No
									☐ Pass ☐ Fail		☐ Yes ☐ No

Repair and Retest Protocol Checklist

When any assembly fails its annual test, complete the following steps before considering compliance restored:

☐ Failed test result documented in annual testing log - assembly marked as non-compliant
☐ Water agency notified of failed test where required by serving agency program
☐ Repair or replacement scheduled promptly - do not operate a failed assembly indefinitely
☐ Repair work completed by qualified plumber - repair documented with description of work performed and parts replaced
☐ Retest scheduled immediately after repair completion
☐ Retest performed by certified tester - result documented in this log
☐ If retest passes: compliance restored - documentation filed and water agency notified where required
☐ If retest fails: assess whether assembly should be replaced rather than repaired again
☐ All repair and retest documentation filed in property compliance records

Preventive Maintenance Checks - Between Annual Tests

These visual checks are not substitutes for annual certified testing but can identify developing conditions before they produce test failures or emergencies.

Check Item	Frequency	Last Checked	Finding	Action Taken
RP assembly relief valve - confirm not dripping or discharging	Quarterly		☐ Normal ☐ Dripping - service needed	
RP assembly drain - confirm clear and adequate for potential discharge	Quarterly		☐ Clear ☐ Blocked - clear drain	
PVB assemblies - confirm air inlet valve not weeping between uses	At irrigation season start		☐ Normal ☐ Weeping - service needed	
All assemblies - confirm test cocks accessible and not painted over or blocked	Annually before test		☐ Accessible ☐ Obstructed - clear before test	
All assemblies - confirm no visible corrosion or physical damage	Annually		☐ No issues ☐ Corrosion found - service needed	
AG separations - confirm physical gap maintained and not bridged	Annually		☐ Gap maintained ☐ Gap compromised - restore immediately	
Assembly access - confirm no storage, equipment, or construction blocking access	Quarterly		☐ Clear ☐ Blocked - clear access	

PART 4: COMPLIANCE CALENDAR

Use this calendar to plan testing, preventive checks, vendor coordination, and documentation review across the full year. Proactive scheduling prevents the missed deadlines and last-minute scrambling that create compliance gaps.

Annual Compliance Calendar Template

Adjust dates based on your testing anniversary dates and serving water agency deadlines.

Month	Planned Activity	Responsible	Status
January	Review all assembly next-test-due dates - confirm none overdue. Schedule any tests due in Q1.		☐ Complete ☐ Pending
February	Confirm tester certification is current and CCCPH-recognized. Schedule Q1 testing visits.		☐ Complete ☐ Pending
March	Conduct Q1 testing where due. Review RP relief valve and drain conditions (quarterly check).		☐ Complete ☐ Pending
April	Irrigation season startup - inspect PVB assemblies for air inlet valve condition. Confirm outdoor assemblies clear of vegetation growth.		☐ Complete ☐ Pending
May	Review testing completion for any assemblies due in first half of year. File any outstanding test reports with water agency.		☐ Complete ☐ Pending

June	Conduct Q2 testing where due. Review access to all assemblies - confirm test cocks clear before scheduling tests.		☐ Complete ☐ Pending
July	Review CCCPH certification transition status for testing vendor - confirm California-recognized certification current as of July 2026 deadline.		☐ Complete ☐ Pending
August	Conduct Q3 testing where due. Review RP relief valve and drain conditions (quarterly check).		☐ Complete ☐ Pending
September	Annual inventory review - confirm all assemblies accounted for. Add any assemblies installed during the year.		☐ Complete ☐ Pending
October	Review all year-end testing - confirm all assemblies will be tested before anniversary dates. Schedule Q4 visits.		☐ Complete ☐ Pending
November	Conduct Q4 testing where due. File any outstanding test reports with water agency.		☐ Complete ☐ Pending
December	Annual compliance review - confirm all assemblies tested, all failed tests repaired and retested, all documentation filed. Plan following year testing schedule.		☐ Complete ☐ Pending

Testing Anniversary Tracking

Use this to ensure no assembly passes its annual testing anniversary without being tested. (add rows as needed)

Assembly ID	Location	Last Test Date	Next Test Due	Scheduling Lead Time Needed	Test Scheduled For	Status
				weeks		☐ Scheduled ☐ Not yet scheduled ☐ Overdue
				weeks		☐ Scheduled ☐ Not yet scheduled ☐ Overdue

PART 5: WATER AGENCY COMMUNICATION LOG

All significant communications with your serving water agency regarding backflow prevention should be documented here. This log provides a record of compliance good faith in the event of a dispute, and tracks the status of any notices or requirements the agency has issued.

Communication Log *(add rows as needed)*

Date	Agency / Contact	Communication Type	Subject / Summary	Agency Reference Number	Response Required By	Response Sent	Resolution / Status
		☐ Notice received ☐ Report submitted ☐ Inquiry made ☐ Inspection ☐ Other				☐ Yes ☐ No ☐ N/A	
		☐ Notice received ☐ Report submitted ☐ Inquiry made ☐ Inspection ☐ Other				☐ Yes ☐ No ☐ N/A	

Non-Compliance Notice Response Checklist

If your property receives a non-compliance notice or similar communication from your water agency regarding backflow prevention:

☐ Notice received and date documented in communication log
☐ Required response deadline identified and calendared
☐ Nature of non-compliance identified - overdue testing, missing assembly, failed test, documentation gap, or other
☐ Corrective action initiated immediately - do not wait until deadline
☐ If testing overdue: testing scheduled with certified tester within available time
☐ If assembly missing or not approved: licensed plumber engaged to assess and specify required assembly

☐ If test report missing: tester contacted to resubmit or replace missing documentation
☐ Written response to agency prepared and sent before required deadline
☐ Copies of all corrective action documentation retained
☐ Agency confirmation of compliance restoration received and filed

Test Report Submission Tracking

Some Southern California water agencies require test reports to be submitted directly to the agency after every annual test. Confirm your serving agency's submission requirements and track compliance here. Add rows as needed.

Serving Agency	Test Report Submission Required	Submission Method	Deadline After Test	Reports Submitted This Year	Outstanding Submissions
	☐ Yes ☐ No ☐ Confirm with agency				
	☐ Yes ☐ No ☐ Confirm with agency				

PART 6: QUICK REFERENCE - SOUTHERN CALIFORNIA COMPLIANCE ESSENTIALS

Key Regulatory References

Authority	Document / Program	What It Governs	Where to Find It
California State Water Resources Control Board	Cross-Connection Control Policy Handbook (CCCPH) - effective July 1, 2024, amended June 2025	Statewide backflow prevention standards for all public water systems; annual testing requirement; hazard assessment; assembly standards; tester certification	waterboards.ca.gov/drinking_water
LADWP	Rule 16-D - effective July 1, 2025	City of Los Angeles backflow prevention requirements; grounds for water service disconnection; fire sprinkler requirements	ladwp.com
Your serving water agency	Agency-specific cross-connection control program	Local requirements, approved assembly lists, test report submission, tester approval	Contact agency directly
California Plumbing Code	Assembly type requirements by application	Minimum assembly specifications by cross-connection type	California Building Standards Commission

CCCPH Key Dates for Southern California Property Managers

Date	Requirement
July 1, 2024	CCCPH effective - Title 17 cross-connection regulations repealed and replaced
July 1, 2025	New CCCPH requirements for commercial and residential fire sprinkler cross-connection control take effect
July 1, 2026	Backflow assembly testers must be certified by California-recognized certifying organization under CCCPH
July 1, 2027	Only testers certified by ANSI-accredited organizations qualify for CCCPH compliance testing

When to Contact Your Water Agency

☐ When you are unsure whether a specific cross-connection at your property requires a backflow prevention assembly - ask before proceeding with plumbing work
☐ When a new cross-connection is being created during renovation or tenant improvement - notify before work is completed
☐ When a required assembly fails its annual test - confirm agency notification requirement for your service territory

☐ When you receive any notice or communication regarding backflow compliance - respond promptly and document all communications
☐ When an assembly is relocated or replaced - confirm whether retest is required before compliance is considered maintained
☐ When a backflow incident occurs or is suspected - notify your water agency promptly

Warning Signs That Require Prompt Service

Sign	Assembly Type	Action
Relief valve dripping or discharging water	RP	Same-day service call - check valve fouling or partial failure. Do not cap or plug relief port.
Relief valve discharging at high volume	RP	Emergency service - significant check valve failure
Assembly failed annual test - any parameter	RP, DC, or PVB	Schedule repair and retest promptly - compliance not restored until retest passes
Air inlet valve weeping between uses	PVB	Service call within 48 hours
Test cocks corroded, painted over, or inaccessible	Any	Schedule clearing before next annual test
Physical gap reduced or eliminated	AG	Restore immediately - cross-connection is unprotected
Visible corrosion or physical damage	Any	Service call for inspection within one week
Water service notice or non-compliance letter received	N/A	Respond immediately - document all actions

Documentation Retention Standards

Document Type	Minimum Retention	Notes
Annual test reports	5 years minimum	Retain longer for properties with active liability exposure or pending transactions
Repair and retest records	5 years minimum	Retain alongside corresponding test reports
Water agency communications	Indefinitely	Notices, responses, confirmations of compliance restoration
Assembly inventory	Current plus 5 prior years	Update after every installation, removal, or relocation
Tester certification copies	Duration of relationship	Retain copy of tester's certification for each year they performed testing at your property

ANNUAL PROGRAM REVIEW CHECKLIST

Complete once per year - ideally in December before the new compliance year begins.

☐ Assembly inventory reviewed and updated - all assemblies confirmed current, any additions or removals reflected
☐ Annual testing log reviewed - all assemblies tested within the past 12 months or scheduled
☐ Any assemblies overdue for testing - scheduled immediately
☐ All failed tests confirmed repaired, retested, and documented as passing
☐ All test reports confirmed submitted to water agency where required
☐ All water agency communications resolved - no open notices or outstanding responses
☐ Tester certification confirmed current and CCCPH-compliant for coming year
☐ Next year testing schedule established - all anniversary dates calendared with scheduling lead time
☐ Documentation files confirmed organized and accessible
☐ CCCPH certification transition status reviewed - July 2027 ANSI deadline noted and vendor status confirmed
☐ Any fire sprinkler cross-connection compliance reviewed against updated CCCPH requirements effective July 2025