

屋苑地下供水管道 維護工作指引

GUIDELINES FOR MAINTENANCE WORKS ON UNDERGROUND PIPEWORK WITHIN HOUSING DEVELOPMENT

由水務署供應的飲用水質完全符合香港食水標準。然而，註冊代理人或管理處必須持續保持供水系統包括地下供水管道的高標準，以確保用戶水龍頭的水質良好。住宅區內的地下供水管道通常包括供水網絡、控制閥、過濾器 / 濾隔和排水點。註冊代理人或管理處應安排定期每12個月最少一次或在必要時更頻繁地操作控制閥和沖洗水管，及定期每6個月最少一次或在必要時更頻繁地沖洗過濾器 / 濾隔。在遇上特別的情況，當以上沖洗工作完成後但水質問題仍然持續時，註冊代理人或管理處應尋求水務署的建議及協助。

The quality of drinking water supplied by the Water Supplies Department (WSD) fully complies with the Hong Kong Drinking Water Standards. Nevertheless, the registered agents (RAs) or management offices (MOs) must consistently maintain the fresh water plumbing systems, including the underground pipework within a housing estate at a high standard to ensure good quality of water to consumer. The underground pipework within a housing estates usually includes water supply network, control valves, strainers/filters and washouts. The RAs or MOs should arrange for regular valve operation and pipe flushing at least once every 12 months, and flushing of strainers/filters at least once every 6 months, or more frequently if necessary. For special situation that the water quality problem still persists after the above mentioned flushing work, the RAs or MOs should seek advice and assistance from WSD.



在操作控制閥、沖洗水管和過濾器 / 濾隔時，請留意以下的指引。
Please observe the following guidelines when carrying out valve operation, pipe flushing and strainers/filters flushing work.

A

操作控制閥指引

Guidelines for carrying out valve operation work

- 1 應定期操作地下供水管道的所有控制閥，以確保控制閥能夠完全關閉或開啟，並對發現異常情況的控制閥安排必要的維修工作。
All the control valves for the underground water pipe should be exercised regularly to ensure the control valves could be fully close or open, and necessary repair work to the irregularity identified should be arranged adequately.
- 2 在操作閥門前，註冊代理人 / 管理處應檢查所有控制閥井的狀況，清除閥井中的碎屑、淤泥或垃圾，並排走閥井中的積水。
Before the valve operation work, the RAs/MOs should inspect the conditions of all control valve chambers, clear debris, silt or rubbish found in the chambers and drain off ponding water in the chambers.
- 3 應在公共地方的顯眼位置張貼通告，提前告知受影響的用戶暫停供水的日期和時間。
Notice should be posted at prominent location of the common area to advise in advance the affected customers of the date and the duration of water supply suspension.
- 4 由於閥門的組件承受管道的高水壓，操作控制閥時應遵循《安全操作水掣指引》，以確保安全。
As the components of valves are subject to high water pressure of the pipeline, the valve operation work should follow the "Guidance Notes on the Safe Operation of Valves" for the sake of safety.



安全操作水掣指引



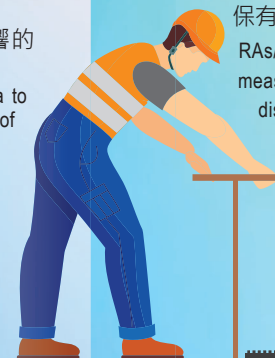
Guidance Notes on
the Safe Operation of Valves

B

在排水點沖洗地下供水管指引

Guidelines for flushing of the underground water pipe through washout

- 1 在沖洗工作前，註冊代理人 / 管理處應檢查所有排水泵井的狀況，清除井中的碎屑、淤泥或垃圾，並排走井中的積水。
Before the flushing work, the RAs/MOs should inspect the conditions of all washout pump pits, clear debris, silt or rubbish found in the pits and drain off ponding water in the pits.
- 2 註冊代理人 / 管理處應設計並提供臨時排水措施，以確保沖洗用的水能妥善引導和排放至附近的排水系統。例如，提供一台潛水泵並配備備用潛水泵，以確保有足夠的排水效能。
RAs/MOs should design and provide temporary drainage measures to ensure the flushing water is properly conveyed and discharged to a nearby drainage system. For example, provision of a duty and standby submersible pumps to ensure adequate discharge capacity.
- 3 應在公共地方的顯眼位置張貼通告，提前告知受影響的用戶暫停供水的日期和時間。
Notice should be posted at prominent location of the common area to advise in advance the affected customers of the date and the duration of water supply suspension.
- 4 在進行沖洗工作時，註冊代理人 / 管理處應慢慢逐漸打開控制閥，以避免意外損壞控制閥。操作控制閥時應遵循《安全操作水掣指引》，以確保安全。
During the flushing work, the RAs/MOs should open the control valve gradually to avoid damage the control valve accidentally. The valve operation work should follow the "Guidance Notes on the Safe Operation of Valves" for the sake of safety.
- 5 沖洗工作應持續進行直至沖洗用的水變得清澈。
The flushing work at the washouts should be continued until the flushing water become visibly clear.
- 6 排水井屬於密閉空間。如必須進入井內進行沖洗工作，為保障工作人員的安全，應確保沖洗工序符合有關安全法例要求，例如香港法例第59AE章《工廠及工業經營（密閉空間）規例》的規定，注意照明、通風、氣體及個人防護裝備等方面的安全措施和要求。
Washout chamber is classified as confined space. If it is necessary to enter the chamber for flushing work, to safeguard the safety of the working staff, it is required to ensure that the flushing procedures comply with the relevant statutory requirements for safety, such as the Factories and Industrial Undertakings (Confined Spaces) Regulations, Cap 59AE. Attention should be paid to the safety measures and requirements on the aspects of lighting, ventilation, gas and personal protective equipment.



過濾器（例如桶型、T型或Y型過濾器）會安裝在總水錶、水泵組合和每座樓的公用供水管檢測錶位附近，以防止顆粒進入內部供水系統。在特別情況下，如在內部飲用水系統中發現可觀察到的顆粒，水務署會建議註冊代理人 / 管理處在地下水缸前的喉管安裝配置適當大小濾網的濾隔，以帶來多重保障。如過濾器和濾隔沒有妥善保養會引致水質問題，例如細菌再生等。註冊代理 / 管理處應根據製造商的指示保養過濾器和濾隔，並至少每6個月進行一次沖洗或在必要時更頻繁地沖洗。有關的沖洗工作包括以下步驟：

Strainers (e.g. bucket type, T-type or Y-type strainer) are installed before master meters, pump sets and near the check meter positions of the communal service to individual building block in order to prevent the particles from entering into inside service system. For special situation with identification of observable particles in potable water inside service, WSD would advise the RAs/MOs to install filters with appropriate mesh size before sump tanks to provide multilevel protection. Water strainers and filters, which are not well maintained, will cause water quality problems such as bacterial re-growth, etc. The RAs/MOs shall maintain the strainers and filters in accordance with the manufacturer's instructions and carry out flushing work at least once every 6 months, or more frequently if necessary. The flushing work comprises the following steps:



- 1 應在公共地方的顯眼位置張貼通告，提前告知受影響的用戶暫停供水的日期和時間。該通知應提醒住戶在過濾器 / 濾隔清洗完成前關閉所有水龍頭，並在供應恢復後打開水龍頭沖水2分鐘後方可用水。

Notice should be posted at prominent location of the common area to advise in advance the affected customers of the date and the duration of water supply suspension. The notice should remind the occupiers to keep all taps closed until cleansing of the strainers/filters has been completed and to flush the taps for 2 minutes after resumption of supply before using water.

- 2 關閉過濾器 / 濾隔前的來水掣，打開過濾器 / 濾隔的拆卸蓋，取出濾網進行沖洗，通過向濾網兩面注水以清除積聚在濾網中的顆粒 / 碎屑。

Shut off the inlet valves before the strainers/filters, open the removal cap of the strainers/filters, take out the screen from the strainers/filters for flushing by injecting water to both sides of the screen, in order to scrub the particles/debris accumulated in the screen.

- 3 完成沖洗後，將濾網重新安裝到原位並關閉拆卸蓋。

After flushing work, reinstall the screen to the original position and close the removal cap.



- 01 過濾器設於每座樓的公用供水管檢測錶位附近
Strainer near check meter position of the communal service to individual building block



- 4 重新安裝濾網後，註冊代理 / 管理處應視察地下水缸的入水以檢查水質。如果發現入水恢復正常且沒有發現顆粒，沖洗工作已完成。如發現地下水缸有顆粒或沉積物，註冊代理 / 管理處應排清地下水缸並進行沖洗後重新注入清水。

After the re-installation of the screen, the RAs/MOs should inspect water supply to sump tanks in order to check the water quality. If the water flow was found resume normal and no observable particles identified, the RAs/MOs completed the filter flushing. If observable particles or sediments are found in sump tanks, the RAs/MOs should discharge the water and arrange for flushing and re-fill.

- 5 清洗水箱時可同時對供水系統中的過濾器 / 濾隔進行沖洗，以避免重複操作。

The water tank cleansing work could be arranged concurrently with the strainers/filters flushing to avoid double handling.

- 6 有關過濾器 / 濾隔的位置及其拆卸蓋和濾網，可以參閱相片01-06。

Please refer to photos 01-06 showing the location, removal cap and screen of strainers/filters.



- 02 打開過濾器的拆卸蓋
Open the removal cap of the strainer



- 03 取出濾網進行沖洗
Take out the screen for flushing

- 04 地下水缸前的濾隔
Filter before sump tank



- 05 打開濾隔的拆卸蓋
Open the removal cap of the filter



- 06 取出濾網進行沖洗
Take out the screen for flushing

