

# HAYDEN LAKE IRRIGATION DISTRICT

2160 W. Dakota Ave.

Hayden, Idaho 83835-5122

PH (208) 772-2612 FAX (208) 772-5348

[www.haydenirrigation.com](http://www.haydenirrigation.com)

## Code of Ethics for Hayden Irrigation District

### Requirements:

- A) The backflow assembly needs to be tagged with the appropriate type of tag. A business card is not standard and could result in the District denying a submitted test. The backflow assembly must have the testers name, date and a pass or fail identifier that is eligible to read. The District does not recommend the use of marker. With the fluctuation of our climate/weather the marker tends to smudge or smear causing difficulty to read the tag.
- B) The District and the Code of Ethics requires that all testers provide the customer with a copy of a pass or failed test.  
**Reminder:** If a test fails and the water is left on the tester has 1 business day to report it to the District. If the water is left off, the tester has 3 business days to report the failed test to the District.
- C) It is the testers responsibility to submit the test to the correct water purveyor. It is not any Districts responsibility to provide a test to the appropriate purveyor. If you are having difficulty distinguishing the correct district, visit [www.spokaneaquifer.org](http://www.spokaneaquifer.org) for a reliable reference. The District also has a district map on our website [www.haydenirrigation.com](http://www.haydenirrigation.com). Or simply ask the customer that you are providing the service to.
- D) **June 30<sup>th</sup>** is the deadline for submitting test to the District. If a customer is on your agenda for a scheduled testing after the deadline the protocol for the District is to have the tester contact the office to add that customer to our delayed list. This will alleviate any unnecessary fees to the customer's account and will hold the tester responsible to complete the test on the date that was provided to the District. If the District receives a test that was tested before the deadline date after June 30<sup>th</sup> the customer will have acquired fees that will not be waived. The District will advise the customer to contact the tester and/or company for reimbursement for the cost of the unwarranted fees.
- E) A confirmation email from the District is required to give the tester verification that the test or tests have been received. If no confirmation from the District is received within 2 business days, the tester is recommended to resend the test. To ensure that the District can confirm confirmation all tests are to be sent to [backflowhid@haydenirrigation.com](mailto:backflowhid@haydenirrigation.com) with a compatible email address. If the District can not respond to an email being sent this will result in a strike against the tester and/or company.

If any of these standards are not met by a tester it will be consider a strike against the tester and/or company. Once a strike is ensued on a tester and/or company, that tester or company will be removed from our approval list for the following year. The District will except tests the following year but your company will not be endorsed by the District. If a second strike is ensued on a tester and/or company, they will be prohibited to be on the approval list indefinitely. The District will continue to except tests. Once a third strike is ensued the tester and/or company will not be allowed to test in the District and any tests that are submitted will be rejected. The Districts number one priority is our customers. To endorse a tester, we need to ensure that our customers needs are being met.

The District has about 7 to 8,000 backflow assembly tests to submit yearly. Human error does occur on both the District and the testers end. If we work as a collaborated unit, we can make the following backflow process go in accordance to plan.

The undersigned has read, understands and agrees to abide by HLID's Code of Ethics.

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Print Name

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Signature

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Date