

STANDARD OPERATING PROCEDURE # AES 2.005

Subject: Campus Utility Infrastructure Map Updates / Maintenance

Purpose and Scope: To formalize a departmental policy that provides direction in updating and maintaining campus facilities infrastructure utility system maps.

Policy: Campus utility infrastructure map (CAD drawing) updates / maintenance is the responsibility of Planning & Design.

Procedures:

1. Exposed utility line or known location shall be documented using GPS (Global Positioning System) surveying equipment or accurately located using tape measure.
2. Utility line pipe diameter/size, depth, direction and pipe material shall be documented.
3. Updates shall be made to the appropriate utility map (CAD drawing).

Developed by:

Associate Director
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Approved by:

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