

# Water Audit



Activity

17

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## Activity

*The Water Audit is performed four times during the year and is one of the three critical audits performed in the school.*

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### Domestic Hot Water Audit Checklist

**Score one point for each checkmark (Total Possible Points = 11)**

Does your school:

- Set domestic hot water at lowest possible setting (120°F-49°C) for general purpose?
- Ensure there are no drips or leaks are evident in the water system?
- Retrofit showers with low flow showerheads?
- Use gas to heat the hot water?
- Ensure water-circulating pumps do not run continuously?
- Use time clocks or Building Automation System to control the water heater?
- Use a vacation cycle on the water heater when not needed during extended periods?
- Replace standard faucets with self-closing, flow restrictor valves?
- Have insulated hot water pipes?
- Clean hot water heating coils and maintain on a preventive maintenance program?
- Ensure students and staff know to report any leaks that they notice to a teacher or the custodian?



## Water Audit Checklist

### Total Possible Points for all areas = 70

This checklist will help evaluate the Water Audit score for your school. Remember: water savings bring energy savings, too.

### Bathrooms, Washroom, Showers and Sinks (Total Possible Points = 55)

The scores are out of five and depend on the extent to which the item is done throughout the building:

- 5= Throughout School
- 4= Over 3/4 of School
- 3 = ½ of School
- 2 = ¼ of School
- 1= We are now aware of this

- Have aerators been installed?
- Have you checked all sinks for water leaks and reported or fixed them? A leaking toilet can waste more than 50 gallons of water each day and a dripping faucet or showerhead can waste up to 1,000 gallons per week!
- Have toilets been replaced with low-volume models? Toilets can use as much as 4.5 gallons per flush, while low-volume toilets use only 1.6 gallons per flush. An average savings of about 14% of the total water use in schools is possible through this one water conservation action.
- Have low volume showerheads been installed? They use only 2 gallons of water each minute; older models may use as much as 3 gallons per minute.
- Do your urinals flush automatically?
- Do you use water displacement devices, such as toilet dams, bags, or weighted bottles?
- Have (tank-less) toilets been retrofitted from flushometers to water-savings diaphragms? These save one gallon (20%) per flush.
- Do the students and staff know to report any leaks they notice to a staff member?
- Create water conservation suggestion boxes, and place them in prominent areas?
- Install signs in restrooms and cafeterias, which encourage water conservation?
- Educate employees and students about the importance and benefits of water



**Custodian:**

**Score one point for each check mark if you have:**

***Building Maintenance (General) (Total Possible Points = 7)***

- Checked the water supply system for leaks, and turn off unnecessary flows.
- Shut off the water supply to equipment and areas that are unused.
- Discontinued water circulation pumping in areas not in use.
- Read water meters monthly. Compare the readings to those taken in the same month of the previous year.
- Encouraged teachers and students to report water leaks to custodial staff.
- Completed an overnight reading of water meter for over night loss every 6 months.
- Instructed cleaning crews to use water efficiently for mopping.

***Outdoor Water Use (Total Points = 8)***

- Applied water, fertilizer, or pesticides to your landscape only when needed. Look for signs of wilt before watering established plants.
- Watered early in the morning or in the evening when wind and evaporation are lowest.
- Avoided runoff! Made sure sprinklers are directing water to landscape areas, and not to parking lots, sidewalks, or other paved areas.
- Adjusted the irrigation schedule for seasonal changes. Sprinklers do not have to be run as often in cooler weather, or during the rainy season.
- Used mulch around landscape plants to reduce evaporation and weed growth.
- Made sure all hoses have shut-off nozzles.
- Used a broom, rather than a hose, to clear sidewalks, driveways, loading docks and parking lots.
- Inspected all watering equipment for leaks and replaced worn washers.