Documentation for New Developments

Design and Construction
- New Construction is planned
  - Create Project Area in GIS Desktop App
- Construction is active
  - Change status of Project in GIS Desktop App
  - Status updated in Online Maps
- Construction is completed
  - Notification to SPD
  - Survey of location of all affected assets
  - Change status of Project in GIS Desktop App and attach As-Built
  - Hand over all relevant Documentation
  - Hand over all relevant Documentation

Strategic Planning (GIS Unit)
- Project Area in Online Maps
- Status updated in Online Maps
- GIS Technician
- GIS Technician
- GIS main database

Documentation for Water Meter and Illegal Connections

Customer Service
- Meter Reading Unit
- New Connection
- Water Meter Replacement
- Reconnection/Disconnection
  - Add or Update
  - GIS Field App for Customer Service
  - GIS Field App for Illegal Connections
  - Regularly updates with quality check
  - Photos of situation
  - Photo of Illegal Verification Form - Drawing

Strategic Planning (GIS Unit)
- Online Maps
  - GIS Technician
  - GIS Technician
  - GIS main database
  - Online Maps
Documentation of changes in the network through repairs or preventive maintenance

All changes to the network have to be documented in GIS!