

# Water Use Visual Inspection Checklist

Make a simple visual inspection of your site to look for easily identifiable sources of water.

Inspections are most useful when undertaken on a typical working day and without warning staff.

**Date of inspection:**        /        / **20**

**Completed by:**

**Company name:**

Are there any leaking taps/pipes in your business?         Yes         No

**If so where?**

Are any taps left on when they don't need to be?         Yes         No

**If so where?**

Are your toilets dual or single flush?         Dual         Single

Are any of your toilets leaking water into the bowl?         Yes         No

Do any of your toilets have flush stoppers or water displacement devices installed?         Yes         No

Are your urinals continual flush, sensor or waterless urinals?         Continual         Sensor  
 Waterless

**What percentage of your fittings are AAA rated?**

Are there any flow restrictors installed on taps/showers?         Yes         No

Do you have signs, posters or stickers in your building to encourage water conservation and remind people to report leaks?         Posters  
 Stickers  
 Signs

**If so, where did you get these from?**

If your dishes are hand washed, are they washed once a day or throughout the day as people use dishes?         Daily         As you go

If a dishwasher is used to wash dishes, do you wait until there is a full load?         Yes         No

The content of this document has been provided by Grow Me The Money, a program run by VECCI, a leader in delivering sustainability services and supporting small to medium businesses within Victoria.  
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