

# CCTV Crew

## Description of Duties

**Main tasks: Video inspect main lines, locate repairs, create reports, map corrections, lift station maintenance and repairs, wye replacements, and installations**

### **Mainline Inspection**

- a) Video lines by priority: 1) blockages, 2) construction finals, 3) pending identified projects \*cip, Broad st. neighborhood, etc. 4) area TVI, 5) other lower priority work orders.
- b) Record all video inspections to DVD or VHS tape.
- c) Log all observations in a format suitable for entering into the data base ( hand written, remote entry by computer).
- d) Complete work orders and enter into data base. Enter observations into the inspection module of the data base. Do a work order lookup regularly to look for deficiencies.
- e) Create work orders for construction or PM crew if problem is observed that needs attention. Use electronic locator to pinpoint defects and mark location with a brass tag.
- f) Keep log of map corrections for GIS people to update. Submit to GIS for updates.

### **Storm Drain Inspections**

- a) Assist storm drain crew with TVI investigations when needed.
- b) TVI inspect all storm drain new construction for final inspection.