

Water Leak Investigation

A water leak investigation record linking reported symptoms, accessible observations, authorised test evidence, probable sources, uncertainty and next actions.

1. Record details and scope

Project

Filled in from the project in SiteSurvey.

Site or premises address

Client or organisation

Record date *

Person completing the record *

This is an investigation record, not a guaranteed leak-location diagnosis, insurance liability decision, destructive survey authorisation or gas-leak procedure.

HSE risk and electrical maintenance guidance support assessing hazards and safe access before investigation. Record observed evidence and uncertainty; water near electrical equipment may require competent isolation and specialist support.

2. Reported problem

Property, room and affected area *

Reported symptoms, timing and previous events *

Authority, access and exclusions *

Electrical, access and contamination concerns *

3. Evidence log

Observation or test (copy this block for each one)

Location and date/time *

Observation or authorised method *

Actual result and evidence reference *

Weather, occupancy or system conditions

Observation photographs (photos: attach, or note the file names)

Walk Cam: this location

Walk Cam video walk-through: available in the SiteSurvey app only.

4. Interpretation

Possible source and reasoning *

Alternative explanations and investigation limits *

Separate what was observed from possible causes. State what additional evidence would confirm or rule out each explanation.

Isolation or temporary protection reference

Further specialist tests or repair recommendation *

5. Actions and review

Are further actions required? * (choose one)

☐ Yes ☐ No

Further action (copy this block for each one; if applicable)

Action and evidence reference *

Person responsible *

Target date

Action status * (choose one)

☐ Open ☐ In progress ☐ Completed

Completion evidence * (if applicable)

Outstanding limitations and information to pass on

Record status * (choose one)

☐ Ready for review ☐ Further work needed ☐ Work or use stopped

Reviewed by

Review date

Author signature *

Signing records the information entered. It does not itself certify legal compliance, remove a limitation or authorise unsafe work.