

## **IRRIGATION PROCEDURE**

### **Irrigation Runtime Change Request**

#### **Definition:**

When a Landscaper wants to adjust the irrigation clock settings for a Section, Association or Specific Zones. Runtime requests must be submitted by the Landscaper or Federation Landscape Contract Administrator (FCLA) only.

- Landscaper or FLCA fills out the Irrigation runtime change request form. Clock changes must be requested in minutes. Forms with any other measurement will be denied.
- Landscaper or FLCA uploads the form into an Upkeep work order request.
- Master Association approves work order request and assigns to Master Irrigation Vendor (MIV)
- MIV makes programming changes to clock settings according to instruction within 72 hours from the receipt of the request.

#### **Please Note:**

A detailed list of addresses and zones per section have been provided to the FCLA and all CAMS. A copy of this list is available upon request. Current runtimes may also be provided upon request.