Swimming pond water-loss observation sheet

Use one sheet for each observation period. Keep the readings and photographs together so an installer can compare like conditions. This sheet records observations; it does not diagnose a defect.

> **Stop the observation** if water is falling rapidly, equipment is being starved of water, the bank is moving or water reaches electrical equipment. Follow the installation's fault procedure. Do not continue a test at the expense of safe operation.

1. Pond and measurement setup

Pond or project name

Observer

Date and time zone

Installer or maintenance contact

Liner manufacturer, product and approximate installation date, if known

Recent building, plumbing or maintenance work

Fixed measuring point - describe it and add a photo filename

Units used throughout this sheet: mm / inches

Normal operating water level, if documented

Minimum permitted operating level and source of that requirement

Automatic top-up present? yes / no / unknown

How filling will be recorded: meter / controller record / manual log / unknown

Measure vertically down from the same fixed reference to the water. A larger distance means a lower water surface. Read from accessible ground. Do not put a new adhesive mark on a liner without its manufacturer's permission.

2. Operating condition for this period

Record what was actually running. Avoid "everything normal" unless you also identify the equipment.

Circulation pump(s) and setting(s)

Stream or waterfall

Treatment/filter circuits

Other water features

Time since the last operating change

Any change during the observation period

Was this condition agreed with the installer, if a diagnostic test was arranged?

Do not close unknown valves, plug underwater fittings, disable protective controls or stop biological treatment for a test without an agreed procedure.

3. Water-level log

Use the same units and reference point in every entry. Print another copy of this part when you need more readings.

Reading 1

Date and time

Distance down to pond water - include units

Pumps/features and settings

Rain, heat and wind

Added or deliberately removed water

Notes/photo reference

Reading 2

Date and time

Distance down to pond water - include units

Pumps/features and settings

Rain, heat and wind

Added or deliberately removed water

Notes/photo reference

Reading 3

Date and time

Distance down to pond water - include units

Pumps/features and settings

Rain, heat and wind

Added or deliberately removed water

Notes/photo reference

Reading 4

Date and time

Distance down to pond water - include units

Pumps/features and settings

Rain, heat and wind

Added or deliberately removed water

Notes/photo reference

Record top-ups, swimming/splashing, vacuuming to waste, filter flushing and overflow. Write "unknown" when an amount is unknown; do not treat it as zero.

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Continue with the comparison and visual observations in part 3.

4. Optional evaporation comparison

> Use the leak guide's agreed comparison method: a clean, leak-free bucket containing pond water, partly submerged on a stable existing support, with its rim above the pond surface and away from direct waterfall splash. Set up and read it only from safely accessible ground. If that position is unavailable, ask the installer to arrange the comparison. Do not enter a treatment bed or improvise a stack of stones. Stay within the installation's operating limits.

Bucket position and photo reference

Start date/time

End date/time

Pond level drop during the period

Bucket level drop during the same period

Units

Rain, filling, overflow, splash or operating changes during this period

Interrupted or ambiguous comparison? Explain

Keep both raw drops. Extra pond loss prompts further investigation; it does not identify a liner hole or give a reliable leak rate for every connected pond system. Similar readings do not rule out an intermittent fault.

5. Accessible visual observations

Photograph and describe what can be seen without dismantling the installation.

Edge, stream or waterfall

Observation

When seen / equipment state

Photo reference

Overflow or waste outlet

Observation

When seen / equipment state

Photo reference

Accessible pipework or equipment

Observation

When seen / equipment state

Photo reference

Wet ground or structural junction

Observation

When seen / equipment state

Photo reference

Any previously observed repeating water level

Nearby fitting or edge at that height

Possible other water sources, including rain

Sketch of pond, treatment area, features and known pipe routes attached? yes / no

A repeating level and wet ground are clues. Do not let the pond drain itself, excavate a pipe or lift heavy edging to confirm a guess.

6. Technician handoff

Leave a field blank or label it "unconfirmed" when the cause has not been established.

What the observations establish

What is still a possibility

Further test proposed, and who will carry it out

Confirmed fault location, if established

Repair proposal and exact compatible materials

Product preparation and return-to-service requirements

How the repair will be checked before it is concealed

Follow-up measurement date and result

Circulation/water-quality recommissioning required

Keep the evidence together

Attach the original log, photos, installation drawing, equipment identities and previous repair records.

Notes and attachment references

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Further reading: liner selection · filtration and access · maintenance records.