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## Procedure for Tightening Replacement Standard TT Caps

This procedure is for use only with the polyethylene replacement cap for the Plexco V-Thread Standard Tapping Tee.

### Cap Replacement Procedure – V-Thread Standard Tapping Tee

1. The V-Thread Standard Tapping Tee replacement cap is a polyethylene v-thread cap with a lubricated flat gasket.

**WARNING: Gas may be present in the area around the tapping tee. Take all necessary personal safety precautions.**

2. To expose the tapping tee, excavate down to the top of the service line, and clear an area that is about a 1 foot (30 cm) radius around the tapping tee. Do not disturb the service line or the protective sleeve. Use dry cloths or shop towels to remove any dirt clinging to the cap and the tapping tee body above the service outlet. Especially remove dirt below the cap.
3. Unscrew and remove the original v-thread cap and o-ring seal.

**WARNING: Gas will leak when the cap is removed. Gas leakage in the area around the tapping tee can be hazardous. Take all necessary personal safety precautions.**

4. Using **clean** dry cloths or shop towels, wipe the top of the tapping tee, and remove dirt from the tapping tee threads. Check the cutter position. The cutter should be flush or slightly below the top of the tee. If necessary, use a tapping tee wrench to correct the cutter position.
5. Check that the lubricated flat ring gasket is in place in the replacement cap. Check that the top of the tee, the inside of the cap, and the gasket are clean. Remove any contamination. Screw the replacement cap down on the tapping tee. When the gasket contacts the top of the tapping tee, tighten by hand 1/2 to 3/4 turn.

**CAUTION: Tighten by hand only. Do not use a wrench.**

6. Check around the base of the tapping tee cap for leaks. If there are no leaks, the tapping tee may be backfilled.
7. If leaks are found, remove the cap. Check the top of the tee, the inside of the cap and the gasket for dirt or contamination. Remove any contamination, then reinstall the cap (step 5) and retest for leaks (step 6). If leakage persists, replace the service tee.

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