

A Guide to Your Septic System



Homeowner's Onsite System Guide and Record Keeping Folder

Read and follow the Dos and Don'ts listed below:

DO

- Conserve water to reduce the amount of wastewater that must be treated and disposed.
- Repair leaking faucets and toilets promptly.
- Only discharge biodegradable wastes into system.
- Divert down spouts and other surface water away from your soil treatment area
- Keep your septic tank cover accessible for tank inspections and pumping.
- If lid is at grade, make sure lid is locked or secured and if possible, a secondary safety device is installed.
- Have your effluent screen inspected and cleaned once a year. Make sure that the screen is ALWAYS replaced after cleaning.
- Have your septic tank pumped regularly and inspected for leaks and cracks.
- Call a professional when you have problems.
- Compost your garbage or put it in the trash instead of putting it down the sink.
- Make sure any water conditioning or softening equipment is approved for use with your system and that it is properly set for your water conditioning/softening needs and operating correctly.

DON'T

- Flush wipes, sanitary napkins, tampons, disposable diapers, condoms, cat litter and such products into your system.
- Dump solvents, oils, paints, thinners, disinfectants, pesticides or poisons down the drain; these can disrupt the treatment process and contaminate groundwater.
- Dig in your soil treatment area or build anything over it.
- Plant anything over your soil treatment area except grass.
- Drive over your soil treatment area or compact the soil in any way.
- Use a garbage disposal. (They are not recommended, but if one is present, make sure the system is designed with appropriate additional capacity.)

SAFETY FIRST!

- NEVER physically enter a septic tank or other parts of the treatment system. Call your service provider!
- Keep access areas locked at all times to prevent unauthorized entry; if possible add a secondary safety device to prevent accidents.

OUR LOCAL SERVICE PROVIDER IS:



To locate a service provider or other wastewater treatment professional in your area visit www.nowra.org/septic-locator

To access our **FREE Homeowner Course**, visit www.pathlms.com/nowra.

This folder provides homeowners with essential information about your onsite wastewater treatment system and guidelines for operation and maintenance to keep your system working effectively and trouble-free while protecting water quality and the environment. It also provides a place to keep all documents, records and other information about your onsite wastewater treatment system including your permit, site drawings, records of maintenance and repairs performed, and other information. It is understood that a user may not have all of the information listed below, but please complete to the best of your ability for record keeping.

System Permit

Issued to _____ Date Issued _____

Address _____

Legal Description _____

System Description

Design Flow (gpd) or Number of Bedrooms _____

Septic Tank volume (gallons) _____ Number of Compartments _____

Dosing Tank or Pump Compartment capacity (gallons) _____

Tank(s) Manufacturer(s) _____

Advanced pretreatment Device: ☐ Yes ☐ No Brand _____

System Accessories

- ☐ Effluent filter ☐ Diversion or Alternating Valve ☐ Control Panel with audible/visible alarm
- ☐ Pump or siphon ☐ Distribution box or Drop box ☐ Other _____

Dispersal Method

☐ Trenches or bed (and number) _____

Type of dispersal media (e.g., rock/gravel, fabric wrapped pipe, chambers, polystyrene socks, etc.) _____

- ☐ Drip Dispersal ☐ At-Grade ☐ Lagoon ☐ Spray Irrigation ☐ Mound ☐ Discharge to lake/river
- ☐ Other _____

Dispersal Field Dimensions _____

Installation Contractor

Address _____

Telephone _____ Email _____

Service Provider

Address _____

Phone _____ Email _____ Service Contract ☐ Yes ☐ No

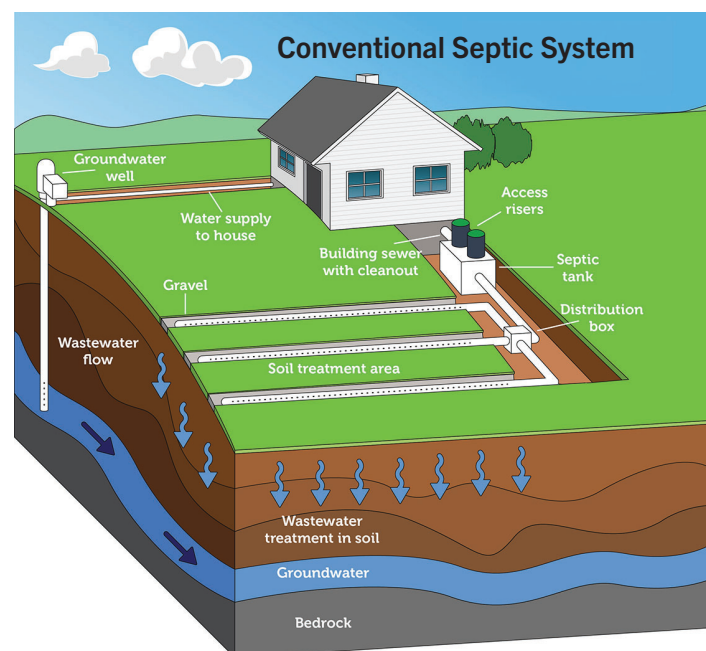
Pumper

Address _____

Phone _____ Email _____ Service Contract ☐ Yes ☐ No

TAKING CARE OF YOUR ONSITE SYSTEM

Diagram illustrating a Biozone system. The system is shown in cross-section, embedded in the ground. The top layer is labeled "Soil cover". Below the soil cover is a rectangular structure. The width of this structure is indicated as "18-36\"". The structure contains a central circular opening. The material filling the structure is labeled "Distribution media". The structure is also labeled "Biozone".



The soil treatment area, often called a drainfield, provides final treatment of the wastewater and returns the treated water to the groundwater. The total area required for adequate soil treatment is determined by the expected peak flow of wastewater from the home and the characteristics of the soil in the treatment area. The soil treatment area is typically built as a series of trenches or as one larger bed, and is typically kept at a shallow depth. The soil treatment area must be constructed in permeable soils and

System Maintenance Record

[illegible]