



Date of Inspection: _____

To promote longevity within a private sewage disposal system, all components shall be inspected on a routine basis to determine proper function and performance. Please evaluate all components and/or systems that apply below, and describe conditions observed in the Comment Section at the end of the form. Evaluation for the evidence of discharge or saturation shall be done in the absence of precipitation 48 hours prior to the evaluation. Maintenance or repair may be needed, depending on what is observed. Maintenance and repair can only be done by a licensed Private Sewage Disposal Installation contractor or the homeowner, if it is their primary single family residence.

Owner:	Phone #:
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Site Address:

Individual conducting evaluation & title:	Phone #:
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Septic/Holding Tank:

<input type="checkbox"/> Check ground surface around tank for evidence of discharge or saturation.	<input type="checkbox"/> None	<input type="checkbox"/> Present
<input type="checkbox"/> Remove cover from inlet side of the septic tank and evaluate the condition of the inlet baffle.	<input type="checkbox"/> Good	<input type="checkbox"/> Damaged/Missing
<input type="checkbox"/> Remove cover from outlet side of the septic tank and evaluate the condition of the outlet baffle.	<input type="checkbox"/> Good	<input type="checkbox"/> Damaged/Missing
<input type="checkbox"/> Evaluate the water level within the septic tank.	<input type="checkbox"/> Good	<input type="checkbox"/> High <input type="checkbox"/> Low
<input type="checkbox"/> Evaluate the sidewalls and ceiling of the tank for evidence of past failure or excessive water levels.	<input type="checkbox"/> None	<input type="checkbox"/> Present
<input type="checkbox"/> Determine the thickness of the waste accumulated in the sludge layer of the tank.		Inches
<input type="checkbox"/> Determine the thickness of the scum layer on the top of the tank.		Inches
<input type="checkbox"/> Combination of sludge layer and scum layer, less than 33% of the designed liquid level of the tank.	%	>33%
<input type="checkbox"/> Date septic/holding tank was last pumped.	_____	

Component Evaluation:

<input type="checkbox"/> If a distribution box is being utilized, remove cover on the box and evaluate to ensure no debris or sludge is present in box.	<input type="checkbox"/> None	<input type="checkbox"/> Present
<input type="checkbox"/> Remove cover from pump/dosing tank and evaluate activation float/switch to ensure it is functioning properly for the pump.	<input type="checkbox"/> Good	<input type="checkbox"/> Damaged
<input type="checkbox"/> Evaluate visual and audible alarm by activating float/switch.	<input type="checkbox"/> Good	<input type="checkbox"/> Disrepair
<input type="checkbox"/> Check for debris or sludge in pump tank.	<input type="checkbox"/> None	<input type="checkbox"/> Present
<input type="checkbox"/> Evaluate the condition of the pump.	<input type="checkbox"/> Good	<input type="checkbox"/> Disrepair

Subsurface Seepage System:

<input type="checkbox"/> Determine location and estimated size of subsurface seepage system.		linear feet
<input type="checkbox"/> Check ground surface around subsurface seepage field for evidence of a discharge and/or saturation.	<input type="checkbox"/> None	<input type="checkbox"/> Present
<input type="checkbox"/> Check for areas of dead vegetation or the lack of vegetation in the area of the system.	<input type="checkbox"/> None	<input type="checkbox"/> Present
<input type="checkbox"/> Check for encroachment of trees or other harmful vegetation.	<input type="checkbox"/> None	<input type="checkbox"/> Present

Buried and Re-circulating Sand Filters:

<input type="checkbox"/> Check ground surface around filter for evidence of a discharge or saturation.	<input type="checkbox"/> None	<input type="checkbox"/> Present
<input type="checkbox"/> Evaluate point of discharge for the following:	<input type="checkbox"/> None	<input type="checkbox"/> Present
<input type="checkbox"/> Odor	<input type="checkbox"/> None	<input type="checkbox"/> Present
<input type="checkbox"/> Settable solids	<input type="checkbox"/> None	<input type="checkbox"/> Present
<input type="checkbox"/> Floating debris, visible oil, grease, scum or sludge solids	<input type="checkbox"/> None	<input type="checkbox"/> Present
<input type="checkbox"/> Check for encroachment of trees or other harmful vegetation.	<input type="checkbox"/> None	<input type="checkbox"/> Present
<input type="checkbox"/> Check the condition of the vent.	<input type="checkbox"/> Good	<input type="checkbox"/> Disrepair
<input type="checkbox"/> Disinfection device	<input type="checkbox"/> None	<input type="checkbox"/> Present
<input type="checkbox"/> Disinfection device functioning as designed, Chlorine present or UV light operating.	<input type="checkbox"/> Good	<input type="checkbox"/> Damaged/Empty

