

Onsite Wastewater System O&M Inspection Report

Client Contact Information

Property Owner: _____ Phone: _____

Site Address: _____ City: _____

Reporting Requirements:

Sample Collection: Yes No N/A Field Test Lab Test (attach sample results)

Test Results: Turbidity _____ NTU BOD _____ TSS _____

pH _____ TN _____ other _____

Septic Tank Servicing: Measurements: Scum _____ inches Sludge _____ inches

Requires pumping Yes No Effluent filter present Yes No

Other Tank(s): Sludge accumulation Yes No Requires pumping Yes No

Actions Completed/Maintenance Performed (check all that apply)

- € Effluent screen cleaned
- € Inspect or repair risers
- € Distribution box inspected and cleaned
- € Inspected pump(s) and electrical switches
- € Pump floats inspected/activated
- € Visual/Audible alarm tested
- € Record control panel event counters
 - Total pump cycles _____ Total pump hours _____
 - Control panel settings: On _____ (min) Off _____ (hours)
- € Inspect filter media Ponding present: Yes No
- € Check head loss in media filter Flush: Yes No Brush: Yes No
- € Check head loss in distribution pipes Flush: Yes No
- € Calculate water usage (see table below)

	Total Cycles ¹	Elapsed Time ¹	# Days ²	Cycles/ Day ³	Min/ Cycle ⁴	Gal/Min ⁵	Gal/Day ⁶
Current Inspection:							
Previous Inspection:			Calculated usage: _____ GPD				

1. Total Cycles and Elapsed Time are recorded from the control panel. Time is in hours.
2. # Days, is the number of days that have passed since the previous inspection.
Note: Julian counters online, <http://www.numerical-recipes.com/julian.html> or <http://aa.usno.navy.mil/data/docs/JulianDate.html>
3. Cycles/Day, Cycles per day is the number of cycles that occurred since the last inspection, divided by the number of days that have passed since the previous inspection.
4. Min/Cycle, minutes per cycle is the time in minutes of each cycle.
5. Gal/Min. The volume (gallons) of wastewater displaced by the pump. Measure the drop, (inches) in the pump chamber during a given time, usually 1 minute. Consult the mound plans to determine relation between drop and volume for the tank. If this measurement is not taken during the inspection, use the previous measurement.
6. Gallons per day = (cycles/day)(min/cycle)(gal/min).

