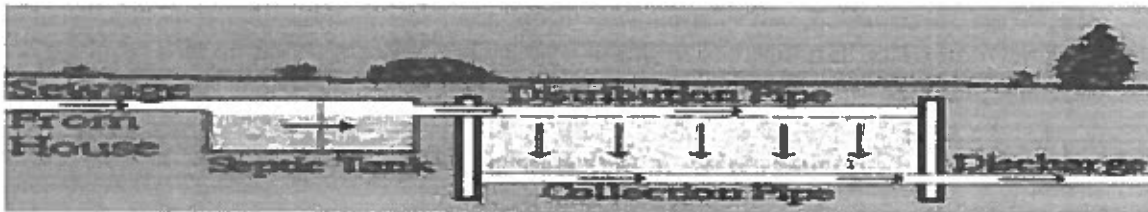


## Operation and Maintenance of your Subsurface Sand Filter



Your system includes or may include:

- a sewer line with cleanout near building foundation
- a septic tank
- an effluent filter (in the septic tank)
- a dosing tank with pump and high water alarm
- a distribution box ( for distribution pipes over sand filter)
- an observation port
- a chlorinator and sample well
- a discharge outlet

**Maintenance must be performed by a registered service provider. If you are the system owner and would like to service your own system, contact the health department for certification.**

### Operation and Maintenance Instructions

1. **Keep products that are harmful to bacteria, such as, antibacterial soaps, disinfectants, antibiotics, drain cleaners, solvents or other harmful chemicals out of the septic tank.** A bacteria kill-off causes improper settling of solids and/ or a rapid accumulation of sludge which results in higher maintenance costs or worse, damage to the sand filter.
2. **Keep non-soluble wastes, such as, cigarette butts, condoms, tampons, sanitary napkins, plastics, paint, plaster or other construction wastes out of the sewage treatment system.** These products do not break down and may damage system components or clog a filter leading to a costly sewage back up.
3. **Do not overload your sand filter system with too much water. Water conservation is necessary for any sewage treatment system.** Ways to conserve daily water usage may include: 1.) Checking for and repairing any leaking toilet flappers or faucets. 2.) Installing water saving appliances and fixtures. 3.) Taking shorter showers. 4.) Spreading laundry loads throughout the week.
4. **Maintain proper grass cover over the sand filter and mow regularly.** Trees and gardens should not be placed over the sand filter.
5. **Clean effluent filter every 6 to 12 months.** All septic tanks installed after 2003 should have an effluent filter installed in the exit baffle of the tank. To clean the filter: 1.) Remove the lids from the septic tank. 2.) Then remove the filter from the tee baffle. 3.) Using a garden hose, rinse filter allowing drainage to fall into the first compartment of the septic tank. 4.) Reinstall filter and lids.



6. You should have the septic tank pumped out by a registered septage hauler every 3 to 5 years, or as shown in the following chart. Keep a record of all pumping and other maintenance. Septic tanks should have risers and lids extending above grade for easy access for inspection or service. If your tank does not have a riser, installing one is highly recommended. A riser lid should be child-proof and should extend high enough above grade to allow soil to be placed around it and sloped away from the lid.

ESTIMATED SEPTIC TANK PUMPING FREQUENCY IN YEARS  
(FOR YEAR ROUND RESIDENCY)

TANK SIZE (GAL)	NUMBER OF PEOPLE IN HOME									
	1	2	3	4	5	6	7	8	9	10
500	5.8	2.6	1.5	1.0	0.7	0.4	0.3	0.2	0.1	-
750	9.1	4.2	2.6	1.8	1.3	1.0	0.7	0.6	0.4	0.3
1000	12.4	5.9	3.7	2.6	2.0	1.5	1.2	1.0	0.8	0.7
1250	15.6	7.5	4.8	3.4	2.6	2.0	1.7	1.4	1.2	1.0
1500	18.9	9.1	5.9	4.2	3.3	2.6	2.1	1.8	1.5	1.3
2000	25.4	12.4	8.0	5.9	4.5	3.7	3.1	2.6	2.2	2.0
2500	31.9	15.6	10.2	7.5	5.9	4.8	4.0	4.0	3.0	2.6

7. If your system has a dosing tank, sump pump, or pretreatment device, they have electrical components that need to be checked regularly. 1.) Check the pump, floats, high water alarm, or aeration motor as applicable monthly to ensure proper operation. 2.) Check condition of wiring to all components and make repairs as needed. Replacements or repairs must be performed by a registered service provider or installer.
8. Sand filter beds should be rested annually. Most sand filter systems have two sand beds. Switch the diversion device (typically a 90° elbow) in the distribution box annually to rest half of the system.
9. Maintain outlet at the discharge point by preventing siltation and over growth of vegetation at the end of the pipe. Water should flow freely from discharge point.
10. Maintain the disinfection system. If your system has a chlorinator, chlorine tablets designed for wastewater contact, not for swimming pools, should be in place at all times and should be added monthly.
11. Protect your system from damage.
- Do not drive over any part of the system.
  - Do not construct driveways or structures over the system or replacement area.
  - Do not allow livestock to graze over the system.
  - Do not place gardens, bushes, or trees over the system.
  - Carefully mow around system components. Replace any broken or missing lids.

**NOTE: A properly operating sand filter system will not eliminate all disease causing organisms, it simply reduces them. People and pets should always be kept away from the discharge area.**