Innovative and Alternative On-Site Wastewater Treatment and Disposal Systems

Operation & Maintenance Guideline
February 1, 2007

Purpose:

This guideline is intended for all Innovative and Alternative On-Site Wastewater Treatment and Disposal Systems <2,500 gallons per day.

Overview:

Innovative and Alternative (IA) on-site wastewater treatment and disposal systems are classified as anything other than conventional systems. These systems include but are not limited to advanced treatment units, peat biofilters, drip dispersal or a combination thereof. In order to ensure the proper operation and maintenance of IA systems, the Department of Natural Resources and Environmental Control (DNREC) requires the permittee, through permit conditions, to maintain service contracts with certified service providers for the life of the system.

Definition:

For the purpose of this guideline, a **certified service provider** shall be defined as the following:

1. An individual representative of a manufacturer/supplier who holds a DNREC Class E System Contractor or Class H System Inspector license; or,

2. A Class E System Contractor who is certified, through DNREC approved training, on the operation and maintenance of the advanced treatment unit or system; or,

3. A Class H System Inspector who has become certified through DNREC approved training on the operation and maintenance of the advanced treatment unit or system; or,

4. A Homeowner who has obtained DNREC individual homeowner service provider certification and has been certified through DNREC approved training on the operation and maintenance of the advanced treatment unit or system. The DNREC homeowner certification allows the homeowner to operate and maintain their IA system at their **primary place of residence only**.
Operation and Maintenance Guideline with Permit Conditions

1. Prior to the Ground Water Discharges Section (GWDS) of DNREC granting a Certificate of Completion, the permittee must enter into a service contract with a certified service provider initially, for a minimum of two (2) years starting at the onset of initial system operation. Specifically the service contract shall prescribe an Inspection Program and Homeowner Training Program as outlined below:

   a. Inspection Program
      The inspection program shall include the following: a schedule indicating inspection frequency; inspection objective(s); inspection details; necessary operation and maintenance activities; additional sampling if required; and record keeping requirements.

         i. Inspection Frequency/Objective: The service contract must outline that the certified service provider is to inspect the system once every six (6) months, or otherwise as approved by the GWDS.

         ii. Inspection Reports: The contract must outline that the certified service provider must document all inspections. Operation inspection reports shall indicate the following: date and time of the inspection; sampling and laboratory analysis results; operation and maintenance performed; repairs; an assessment indicating the current performance status of the entire treatment and disposal system; and any corrective actions that must be taken prior to the next inspection. All inspection reports shall be on forms approved by the GWDS.

   b. Homeowner Training Program
      The service contract must state that the certified service provider is required to meet with the homeowner during the first 6th month inspection. The certified service provider is to educate the homeowner on the components of the system and on the proper operation and maintenance requirements. At this time, the certified service provider shall provide the homeowner with an operation and maintenance manual.

2. Following the initial two (2) year period, the permittee is required to maintain a service contract for the life of the system by either: renewing the existing contract annually, at a minimum, or by contracting with another certified service provider. The service contract must contain the inspection program requirements from 1(a) above.

3. The permittee must submit all inspection reports and updated contracts from the previous year by February 1st of each year to the GWDS. The GWDS will mail out reminders.
4. The GWDS reserves the right to collect and analyze samples to ensure proper treatment levels and system performance.

5. Right of Entry

The permittee shall allow, at reasonable times, the Secretary of the DNREC, or his authorized representatives, upon the presentation of credentials and such other documents as may be required by law:

To enter the permittee’s property to inspect the on-site wastewater treatment and disposal system installed under the permit and to sample or monitor for the purpose of assuring permit compliance with any condition of this permit or the Regulations in accordance with 7 Del. C., Chapter 60.

6. The GWDS may increase inspection frequencies as warranted. A notice outlining new frequencies and cause will be provided to the permittee prior to initiation.

7. Transferability

This permit is personal and may not be transferred without the prior written consent of the GWDS. Thirty days prior to the transfer of the real property, the owner shall obtain the written consent of the GWDS to transfer this permit to the new property owner. Transfer of the maintenance agreement must also be completed and approved prior to transfer. Failure to obtain such written consent may result in the revocation of this permit.