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CAMDEN COUNTY DEPARTMENT OF HEALTH AND HUMAN SERVICES

Division of Environmental & Consumer Health Services

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HOMEOWNER'S RECORDKEEPING FOLDER FOR INDIVIDUAL SEWAGE DISPOSAL SYSTEMS

(Store All Records for Your Individual Sewage Disposal System in this Folder)

SYSTEM LOCATION--TAX BLOCK: _____ LOT(S): _____

STREET ADDRESS: _____

MUNICIPALITY: _____

SYSTEM DESCRIPTION--SEPTIC TANK SIZE (GALS.): _____ DOSING TANK SIZE (GALS.): _____

DISPOSAL FIELD TYPE: [ ] DISPOSAL BED ←**OR**→ [ ] DISPOSAL TRENCHES NO. OF TRENCHES_____

DISPOSAL FIELD DIMENSIONS- LENGTH (FT)_____ WIDTH (FT)_____

CERTIFICATE OF COMPLIANCE--DATE ISSUED: _____/_____/_____

ISSUED TO (NAME): _____

DESIGNING ENGINEER: _____ TELEPHONE: _____

INSTALLATION CONTRACTOR: _____ TELEPHONE: _____

SEPTIC TANK CLEANING CO.: _____ TELEPHONE: _____

SYSTEM MAINTENANCE RECORD

DATE	DESCRIPTION OF MAINTENANCE	DATE	DESCRIPTION OF MAINTENANCE

NOTE: CAMDEN COUNTY DEPARTMENT OF HEALTH AND HUMAN SERVICES RECOMMENDS THAT SEPTIC TANKS BE PUMPED OUT COMPLETELY AT LEAST ONCE EVERY THREE YEARS.

RULES & REGULATIONS

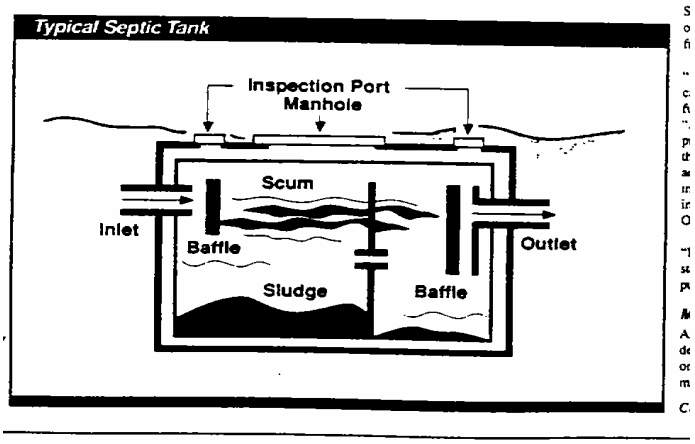
The design, construction and operation of septic systems in New Jersey is governed by the 'Standards for Individual Subsurface Sewage Disposal Systems"(N.J.A.C. 7:9A-1 et seq.), also known as Chapter 199. The enforcement of Chapter 199 regulations is accomplished through local health departments. You should always consult the **Camden County Department of Health and Human Services** when you are:

- Experiencing any problems with your system.
- Planning any work on your system, such as a repair or an expansion.
- Planning any additions or expansions to your home or building.

HOW YOUR SEPTIC SYSTEM WORKS

Septic systems include two basic components: a septic tank and a disposal field. Each has an integral function in the treatment and disposal of domestic wastewater resulting from laundry and bathing, kitchen waste and body waste. Some systems include a dosing or pumping tank as a third component, facilitating the transfer of wastewater from the septic tank to the disposal field (Usually, this flow is a result of gravity.).

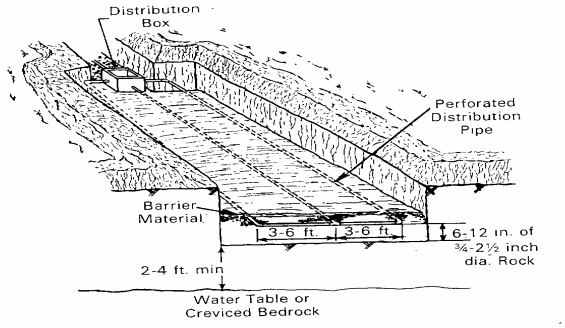
THE SEPTIC TANK



Septic tanks receive untreated wastewater from a house or building. They must be large enough to retain wastewater for approximately two days before discharging it to the disposal field. For a single family home with four bedrooms or less, the septic tank must have a minimum capacity of 1000 gallons. For each additional bedroom, an additional 250 gallons capacity must be added.

Wastewater enters the septic tank and, if retained long enough, breaks down into sludge, scum and liquid. Most solid matter settles to the bottom, buoyant grease and fat float to the surface. Between the two layers is a semi-clear liquid, which drains into the disposal field. Solids in the septic tank are digested and converted into gases by microorganisms (Note: Solids are rarely digested and converted into gases as quickly as they are added). Maintenance of septic tanks is required on a regular basis to avoid permanently jeopardizing the ability of the systems to dispose of wastewater.

THE DISPOSAL FIELD



The disposal field is a series of underground-perforated pipes within a bed of gravel. A slimy mass, known as the biological clogging mat, forms at the bottom of the gravel bed. This layer, which is present at the bottom of every properly operating system, consists of unsettled solids, microorganisms and the by-products of decomposition. The layer provides a treatment medium for the wastewater, in which larger microorganisms are filtered out, along with suspended solids. Due to its reduced permeability, the biological clogging layer also slows infiltration into the soil and as a result, helps equalize flow throughout the entire disposal field. Within the soil, smaller microorganisms, such as viruses, become immobilized upon soil particles and die, while wastewater nutrients, such as phosphorus and some forms of nitrogen are adsorbed and become bound within the soil.

DO'S AND DON'TS OF SEPTIC SYSTEM OPERATION AND MAINTENANCE

New septic systems are relatively expensive. Protect your existing system by practicing the following do's and don'ts of operation and maintenance:

DO pump your septic tank regularly. Solids are always accumulating in an operating septic tank because the rate of decomposition is slower than the rate at which solids are added. Failure to remove the solids, also known as sludge, at an adequate frequency, compromises the ability of the septic tank to function properly and may permanently jeopardize the performance capability of the disposal field. **This is the most important and most commonly neglected measure owners can take to protect their septic system.** Camden County Department of Health and Human Services recommends that septic tanks be pumped out completely, at least once every three years, by a septic tank cleaning company registered with the New Jersey Department of Environmental Protection. The frequency of pumping should be increased for older homes with smaller septic tanks, i.e., less than 1000 gallons capacity. It is not necessary to leave any sludge within the tank. All domestic wastewater has an adequate and abundant population of microorganisms to ensure that a correctly sized and maintained septic tank operates properly.

DON'T add a garbage disposal unit to a home with an existing septic system. Ground-up food products will substantially increase the amount of suspended solids in the septic tank, and will result in decreased operating efficiency in the disposal field and an increased need for maintenance of the septic tank.

DO practice water conservation. Excess volumes of water entering the septic tank can affect its ability to retain solids and result in carry-over and clogging within the disposal field. Excessive water entering the disposal field can result overloading and system malfunction.

DON'T construct driveways, parking lots building additions, decks or patios that encroach on any part of the septic system. Their presence may adversely affect the function of the system and interfere with system maintenance.

DON'T use septic system cleaners that contain banned substances. **Under the "New Jersey Water Pollution Control Act", the sale or use of septic system cleaners containing more than 1% by weight of any of the following is illegal: trichloroethane, trichloroethylene, tetrachloroethylene, methylene chloride, halogenated benzenes, carbon tetrachloride, benzene, toluene, napthalene, trichlorophenol, pentachlorophenol, acrolein, acrylonitrile and benzene**.

DO fix all leaking toilets and faucets. Try to distribute dishwashing and laundry throughout the week rather than one or two days. Avoid showering and bathing at times when dishwashers or clothes washers are being used.

DON'T flush inert or biodegradable items down sinks or toilets. If placed in the wastewater stream, items such as disposable diapers, cat litter, cigarette filters, sanitary napkins, paper towels, condoms, or similar materials will result in the need to prematurely pump the septic tank.

DO maintain a copy of the "approved" septic system design plans. Knowledge of the location of septic system components can prevent accidental damage from machinery and excavating equipment. It will also facilitate proper system maintenance.

DON'T divert storm water runoff toward the disposal field, including roof drains, lot grading, paving and basement sumps. The increased volume of water infiltrating into the disposal field can result in hydraulic overloading and malfunction.

DON'T flush toxic substances down sinks or toilets. **Introduction of substances such as waste motor oil, oil-based or acrylic paints, varnishes, photographic solutions, pesticides, insecticides, paint thinners, and organic solvents and degreasers is illegal.** They compromise the system's capacity and pollute the ground water.