RSF System Operation and Maintenance Inspection Checklist

A. Installation & Service Information

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<tr>
<th>Facility Street Address</th>
<th>Date of Service</th>
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<tr>
<th>City</th>
<th>Operator/O&amp;M Firm</th>
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B. Septic tank(s)

- **Sludge Pumping Required:** Yes ☐ No ☐  ☐ Sludge Depth:
- **Effluent Tee Filter:** Yes ☐ No ☐  If yes, inspect ☐ and clean at least yearly ☐

C. Recirculation tank

- ☐ Check if sludge accumulating
- Pumping required: Yes ☐ No ☐
- Odor problems: Yes ☐ No ☐  If yes, description

D. Equalization tank (if installed)

- ☐ Check if sludge accumulating
- Pumping required: Yes ☐ No ☐

E. Pumps, switches, floats, alarm system

- ☐ Pump Inspections (all units)
- If problems, describe
- ☐ Test pump alternator, or record hours
- Hours of operation
- ☐ Float switches
- Check all switches for operation
- ☐ Test alarm
- If non-functioning, corrective action(s)

F. Recirculating Sand Filter

- ☐ Inspect for ponding
- Ponding present: Yes ☐ No ☐
- ☐ Clean bed: Yes ☐ No ☐
- ☐ Distribution pipes Flush: Yes ☐ No ☐  Brush: Yes ☐ No ☐
- ☐ Check head loss in pipes
- Headloss and comments

G. Sample Collection

- Yes ☐  No ☐
- If yes: ☐ BOD ☐ TSS ☐ pH ☐ TN
- ☐ Other: ____________________________