



Annual Large-Capacity Septic System Evaluation Report

Annual evaluation report is due every year by January 28th. Submit completed report and required attachments to:

OSDS Program Coordinator
Nevada Division of Environmental Protection
Bureau of Water Pollution Control
901 South Stewart St., Ste. 4001
Carson City, Nevada 89701
Phone: **775-687-9418**

Purpose of this form

Use this form to report required information about your large-capacity septic system and to help keep your system working properly. Regular checks help prevent system problems, protect public health, and avoid costly repairs. Your system may need more frequent inspections than once a year.

Facility information

Permit number

Facility name

Contact person

Address

City

Zip code

Facility phone

Septic system details

Number of tanks

Size of each tank

Total tank volume (gallons)

Does the system have a grease trap or interceptor?

Does the system have a sand-oil separator?

Year system was installed

System designed by

Type and number of facilities, people, or units served (for example: “mobile home park – 42 sites,” “school – 380 students and staff”)



Tank inspection information

If you have more than two onsite sewage disposal tanks, please make additional copies of this page and complete the tank inspection section for each tank. **All tanks** must be individually reported in the annual submission.

Depth measurements

Fill in the measurements below. Enter **all measurements using the same unit** — either **inches** or **centimeters**. Do **not** mix the two. Using different units will give you an incorrect percentage when the form calculates whether the tank must be pumped.

Pumping Requirement

A tank must be pumped if **scum depth + sludge depth** is **50% or more** of the total liquid depth.

Calculation: (Scum + Sludge) ÷ Total liquid depth × 100 = %

Date measured

Date measured

Measured by

Measured by

Scum (inch/cm)

Scum (inch/cm)

Sludge (inch/cm)

Sludge (inch/cm)

Total liquid depth (inch/cm)

Total liquid depth (inch/cm)

Scum + Sludge =

Scum + Sludge =

Percentage = %

Percentage = %

Method used to measure levels

Method used to measure levels

Leach/drain field conditions

Choose one option for each season:

Winter:	Dry	Damp	Wet
Summer:	Dry	Damp	Wet

If the field is damp, it may be failing. If it is wet, contact an engineer to evaluate the system and notify NDEP immediately.



Maintenance Information

Date septic tank was last pumped

Volume of septage pumped

Pumping company name

List all maintenance activities performed on system components (for example: septic tanks, grease traps, sand-oil separators). Routine pumping of grease traps and sand-oil separators must occur at least every six months.

Monitoring Wells

Are monitoring wells present?

If yes, number of wells

Attach a copy of laboratory analysis results.

Piezometers

Are piezometers located in the drain field area?

If yes, number of piezometers

Provide readings and dates:

Required Attachment

Attach on-site maintenance log when submitting this form.

Certification

Print Name

Signature

Date