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| Civil Maintenance | | | | | Task: | Septic & Sanitary System | | | | | |
| INSTRUCTIONS: The assigned volunteer(s) may use these instructions to perform applicable inspections and/or preventive maintenance tasks. Additional notes/needed repairs can be listed below. Needed repairs or safety hazards should be addressed promptly. Please return the task instruction card to the maintenance binder or brother(s) assigned to coordinate maintenance activity when completed so that the maintenance schedule can be updated. | | | | | | | | | | | |
| Assigned To: | |  | | | | | | Date Assigned: | | |  |
| Assisted By: | |  | | | | | | Date Completed: | | |  |
| Frequency: | | Yearly | | Time to Complete / # of Volunteers: | | | | |  | | |
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| Task Description | | | | | | | | | | | |
| **REMINDER: Please do not attempt work that is beyond your ability to perform or the ability of those assisting.** | | | | | | | | | | | |
|  | **Have you reviewed the *Working Together Safely* (DC-82) and *Job Hazard Analysis* (DC-85) to determine the appropriate safety measures and protective equipment that should be worn?** | | | | | | | | | | |
|  | **Are high risk activities associated with this task? If so, are approved volunteers being used?** | | | | | | | | | | |
| Septic Tank   * Arrange to have the septic tank pumped and cleaned by a professional when needed – depending on the size of the tank, volume of wastewater and amount of solids that go into it. A septic system will work properly for a long time when well maintained. *(Northern or cooler climates inhibit bacterial action and provide less decomposition of the sewage solids, requiring more frequent pumping.)*   Cleanout(s)   * Take off covers to check for buildup of waste or blockage. * Clean out as needed. * Ensure that these openings remain well marked and accessible. * Clean and grease the lid for easy access for future maintenance.   Manholes-Sanitary   * Inspect the manhole chamber. Clean the odor seal channel, the rim of the manhole lid and the support frame for the manhole lid. * Create a new odor seal using Vaseline in the manhole support frame channel. * Check that the manhole cover closes properly. * Clean and disinfect the area around the manhole. * Disinfect all tools and equipment used for the service.   Plumbing Manholes & Water Meter Chamber   * Inspect the manhole chamber. * Check for rust or corrosion and clean if found. * Clean the inside of the chamber. Clean out the drainage shaft. If pest killer is needed use one that does not affect the sewage treatment. * Check the condition of the manhole cover and that it closes properly. * Ensure that manhole openings remain well marked and accessible.   Water Mains   * Walk along the path of all water mains that are underground to check for excessive dampness in the soil along these pipes. This may indicate a broken pipe.   Electrical Pull Boxes   * Clean the inside of the chamber. Clean out the drainage shaft. Use pest killer where necessary. * Check for damage to the electrical cables. * Clean the rim and grease the lid if necessary. * Check that the manhole cover closes properly. * Ensure that manhole openings remain well marked and accessible. * Make sure that the grading of the ground slopes away from the manhole. | | | | | | | | | | | |
| Notes / Additional Repairs Needed | | | | | | | | | | | |
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| Task Version Created By: | | | Local Design/Construction Department | | | | Version Creation Date: | | | September 28, 2016 | |