



State of New Hampshire
OFFICE OF PROFESSIONAL LICENSURE AND CERTIFICATION
DIVISION OF LICENSING AND BOARD ADMINISTRATION
7 Eagle Square, Concord, NH 03301
Phone: 603-271-2152

Septic System Evaluator Training Program Application

Training Program Identification

1. Full name of Training Program: _____

Address: _____
Street State City Zip

Mailing Address (if different): _____
Street State City Zip

Phone #: _____ Email: _____

Training Program Website (if any): _____

2. Provide the names of the instructors and their qualifications:

a. _____

b. _____

c. _____

d. _____

e. _____



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3. Provide Syllabus of the Training Program:

Number of hours classroom setting: _____

Number of hours fieldwork setting: _____

What are the expected course outcomes?:

4. Please provide copy of materials/handouts with your application
5. Training program must cover the minimum requirements of Sep 603 and Sep 701.02
6. Administration of a written or oral exam, minimum passing grades is 80%

Please refer to the attached Sep 603 and Sep 701.02 rules to be sure the training program covers the required material.

PART Sep 603 SEPTIC SYSTEM EVALUATION REPORT REQUIREMENTS

Sep 603.01 Minimum Requirements for Septic System Evaluation Reports. Reports prepared by licensees pursuant to this chapter shall, at a minimum, contain the following information:

- (a) The following information available off-site, provided by the owner or agent, if available prior to inspection:
 - (1) Property location, including street address, tax map number, and lot number;
 - (2) Owners' name;
 - (3) Research tax card, DES one-stop, town files;
 - (4) Type of use, whether residential or commercial;
 - (5) Current use or vacant building;
 - (6) State approval and plans;
 - (7) Year the building was constructed;
 - (8) Year the septic system was installed;
 - (9) Whether a garbage disposal is present;
 - (10) Whether a hot tub is present;
 - (11) Any water system conditioners, backwashed into EDA;
 - (12) Identification of basement bathrooms with injector pumps; and
 - (13) Pumping records if known;
- (b) The following information obtained from the on-site evaluation: If determinable or provided by the owner or agent.
 - (1) Date of inspection;
 - (2) Whether the site differs from existing plans and town or state information;
 - (3) Type of system found;
 - (4) When digging, what was found, how many holes;
 - (5) Information relative to root infiltration;
 - (6) The approximate size of the system;

- (7) Current weather conditions;
- (8) Information relative to any innovative technology used;
- (9) Whether the D-Box-was evaluated;
- (10) Condition of the system;
- (11) Type of system;
- (12) The following information concerning the septic tank:
 - a. The estimated size;
 - b. The size and type;
 - c. Pumping schedule from owner;
 - d. Whether baffles present;
 - e. Whether the tank was pumped at time of inspection;
 - f. Liquid levels;
 - g. Scum and sludge depths;
 - h. Tank condition; and
 - i. Tank accessibility;
- (13) Whether there is a pump station present and, if so:
 - a. The size of the pump;
 - b. Whether the pump is operational;
 - c. Whether any alarms are present;
- (14) Whether there is a municipal or onsite well and, for onsite wells, the well radius;
- (15) Overall site condition, as evidenced by photos, sketches, or state approved septic plan(s); and
- (16) A notation if no field is located;
- (17) Proprietary standards;
 - (a) evaluations of proprietary systems shall be based on manufacturer standards
 - (b) evaluator is not to make comments on the life of the system.

- (c) The evaluator's certification number;
- (d) A report of those systems and components that, in the professional opinion of the inspector, are not functioning properly, significantly deficient, unsafe, or near the end of their service lives; and
- (e) Any recommendations to correct, or monitor for future correction, deficiencies reported in Sep 603.01(b) or items needing further evaluation.

Sep 701.02 Course Requirements. Approved pre-licensing classroom and field-work providers shall require, as part of the programs expected outcomes, that students:

- (a) Be able to address the physical and operational condition of the on-site effluent disposal area and describe observed deficiencies;
- (b) Are familiar with septic tanks, including:
 - (1) When pumping is not needed due to new or low flow conditions;
 - (2) Proper scum and sludge thicknesses; and
 - (3) The different ways for a D-box to distribute;
- (c) Understand relevant sections of Env 1000;
- (d) Are familiar with conventional pipe and stone systems, dry wells, cesspools, concrete, fabric, plastic, and aerobic treatment units;
- (e) Can read plans and locate the system;
- (f) Know where to find information pertaining to systems being evaluated;
- (g) Can determine whether the EDA is in good, fair, poor, or failing condition; and
- (h) Are familiar with the minimum reporting requirements outlined in Sep 603.