



NEW MEXICO ENVIRONMENT DEPARTMENT
Environmental Health Bureau
Onsite Liquid Waste Photo Inspection Form



Applicant Name:	System Address (Street, City):	NMED LW Permit No.:
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* See Guidance Policy	Item #	<input type="checkbox"/> Photo Inspection <input type="checkbox"/> Initial Inspection <input type="checkbox"/> Re-inspection <input type="checkbox"/> Final Inspection <input type="checkbox"/> New <input type="checkbox"/> Mod any mod requires effluent filter & access risers installed <input type="checkbox"/> Other:
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In	Out	N/A	N/O	Item #	Description
				1.	Building Sewer to Septic Tank 504
				1.1.	Correct size and material: 4" SCH 40, PVC Foam Core or ABS (UPC allows 3" structure stub out, 4" min required for tank inlet & tee) 502E
				1.2.	Cleanouts: Required cleanouts present, Installed correctly, to grade, for each 100 feet or fraction thereof. Installed pursuant to NMPC 504B
				1.3.	Bedding and Slope: Pipe properly bedded on compact or native soil, correct slope 2% min (1/4" per foot), or 1% min (1/8" per foot) where 2% impractical & 4" or larger pipe 504A
				2.	Septic Tank 501, 502 <input type="checkbox"/> Concrete <input type="checkbox"/> Plastic / Fiberglass (IAPMO/ANSI Z1000-2013, ASTM C1227-13)
				2.1.	Matches Application: the number, tank size and type match the application Table 201.2,502C
				2.2.	Setback- tank(s) meet(s) all setback requirements including, structures, neighboring wells, water courses, water bodies Table 302.1
				2.3.	Tank Location: Latitude: Longitude: Elevation: Located as per site plan
				2.4.	Onsite Well Location: Latitude: Longitude: Elevation
				2.5.	Offsite Well Location: Latitude: Longitude: Elevation
				2.6.	Labeled: Tank is approved & correctly labeled (Concrete tanks marked with manufacturer's name, New Mexico certification number, year of construction & tank capacity in gallons permanently displayed on the tank above the outlet pipe 501B-4
				2.7.	Level, Orientation & Cover: Tank level, correctly oriented, does not exceed 3' max cover (unless approved for >3') tank 501J-7,501B-2,501H
				2.8.	Inlet/Outlet pipes: are sealed and watertight; correct size, material, poly-boot installed on outlet, 502E, * Guidance
				2.9.	Inlet/Outlet Baffle or Tee: extends 12" minimum below and 4" above liquid level 502F
				2.10.	Venting: Tank and fittings correctly vented (tank has 2" min back vent opening, 9" min air space above liquid, baffle wall vent area) 502G,502I
				2.11.	Effluent filter: Installed vertical orientation with handle (solid material) extending to within 6" of the riser cover 502H
				2.12.	Manholes: (2) correctly sized 20" min & located above inlet and outlet tee. Tanks over 12' long require a third manhole opening.502D
				2.13.	Risers: at grade, secure lids (58# or fasteners), depth/correct diameter (0-3/24"min; >3/30"min) 501E,502D, watertight sealed to tank 501B10
				2.14.	Concrete Tank Coating: coated with bituminous material to 6" below water line, OR approved material OR Type V Concrete 501J-5
				2.15.	Plastic Tank: Installed per Manufacturer's instructions (instructions available on-site) (marked with manufacturer's name, model number, code or date of manufacture, tank capacity in gallons, max cover, inlet and outlet permanently displayed on the tank) 501I
				2.16.	Water-tightness: test conducted (required for all holding tanks) and determined watertight 203D,501B-5
				2.17.	Flotation Prevention: properly installed for tanks in high groundwater or floodplains 501B7 * Guidance
				3.	Pumps and Pump Tanks 503 Holding Tanks 808 approved material, concrete, plastic, fiberglass designed & constructed for purpose, meets structural requirements of septic tanks
				3.1.	Type & Size: Pump size and type matches application; designed to pump sewage, or effluent, Single pump up to 1000gpd, dual alternating pumps over 1000gpd 807A-6; sized for intended purpose 503D, holding tank 1000gal min or 4 times design flow whichever greater
				3.2.	Water-tightness: test conducted pump tank (at dept discretion), (req'd for holding tanks) determined to be watertight 203D,501B-5,503A
				3.3.	Concrete Tanks: If concrete, coated to protect corrosion or approved additive or Type V Concrete 501J-5,503A Circle: Plastic / Fiberglass
				3.4.	Accessible: Valves, motors, pumps, aerators etc. are accessible for inspection and repair; Access port minimum of 20" 503B
				3.5.	Covers: shall have locking mechanism or if concrete, be min. 58 pounds 501E,503B
				3.6.	Alarms: Equipped with both audible and visible alarms, or remote and visual alarms, for high water & pump failure; conspicuous location; contained in weather-proof structure; All alarm & control circuits are on a separate circuit from pumps 503C
				3.7.	Siphoning/Freezing: Provisions made for the prevention of siphoning back to the pump tank and prevention of freezing 503D * Guidance
				4.	<input type="checkbox"/> Distribution Box <input type="checkbox"/> Tee <input type="checkbox"/> Drop Box 701
				4.1.	Installed on a level base in <input type="checkbox"/> natural undisturbed or <input type="checkbox"/> compacted soil or on a <input type="checkbox"/> concrete footing 701H
				4.2.	Distribution Box / Tee min 5' setback from nearest point of disposal field product Table 302.1
				4.3.	Concrete D-Boxes: coated with bituminous coating or other approved material 701H-1
				4.4.	Connections between septic tank and distribution box SDR 35 or better pipe with watertight joints on natural ground or compacted fill or appropriate bedding material.701H-3
				4.5.	Access Riser: provided to ground surface for each distribution box. 701H * Guidance

In	Out	N/A	N/O	5.	Convention Disposal System 703 Soil Treatment Area, shall not be: subject to any vehicular traffic, paved over or covered by any material that reduce or inhibit evaporation.	NMED LW Permit No.
				5.1.	Soil- Soil Type below trench bottom verified, most restrictive layer; AR matches soil type on application; in place natural soil <30% gravel Table 703.1,703E,703I Soil Type <input type="checkbox"/> Type Ia <input type="checkbox"/> Type Ib <input type="checkbox"/> Type II <input type="checkbox"/> Type III <input type="checkbox"/> Type IV	
				5.2.	Soil- Smearred Soils Not Present on Trench or Sidewalls, rake 1" deep; Soil not compacted in soil treatment area 701D	
				5.3.	Setback- Correct Clearance to Ground Water or Limiting layer 303B	
				5.4.	Setback- Disposal system meets all setback requirements including neighbor's wells, water courses, water bodies Table 302.1	
				5.5.	Trench-Pipe and Gravel: trench length, width, depth of gravel below pipe, number of trenches & trench spacing matches application 701E,701K	
				5.6.	Trench Dimensions: Linear Feet Total: _____ Width: _____ Depth below pipe: _____ Gravel above pipe: _____	
				5.7.	Trench-Pipe and Gravel: Aggregate ¾" to 2 ½", clean washed rock or crushed gravel 7A-4 Aggregate receipt attached for (cubic yards) _____; amount meets or exceeds permitted plan	
				5.8.	Trench-Pipe and Gravel: Correct Pipe: 2-hole 30° to 60° from invert,4" Minimum Diameter, End Caps, 701C,701D,701J	
				5.9.	Trench-Pipe and Gravel: Pipe covered with 2" min aggregate and with Approved Material 701D	
				5.10.	Trench-Pipe and Gravel: Pipe Covered with Geotextile Fabric instead of Aggregate 701D	
				5.11.	Trench- Chamber- Type, number of units & spacing matches application; meets manufacturers specs 701E; No. of Units _____	
				5.12.	Trench-Synthetic Aggregate- Type, number of units, configuration & spacing matches application; meets manufacturers specs 701E	
				5.13.	Trench- Other Approved Products- Type, number of units, configuration & spacing matches application; meets manufacturer specs 701E	
				5.14.	Inspection Port- Inspection Port(s), Capped SDR35 or better 701F	
				5.15.	Stepped Systems: watertight joints on undisturbed ground 701L	
				5.16.	Soil Replacement- Type 1b soil required; Replacement soil at least 48" deep below trench bottom 701M	
				5.17.	Soil Replacement- Replacement soil at least 24" width around sides and ends of trench 701M	
				5.18.	Absorption Bed- at least 6" aggregate below invert of distribution pipe; Up to additional 1 ft of aggregate allowed 701B	
				5.19.	Absorption Bed- properly sized bed is 1.5 X AR for conventional trenches; calculate using total bottom and sidewall area below pipe 703K	
				5.20.	Seepage Pit- Meets all material, sizing and installation requirements in Section 702 and 703A,703L	
				5.21.	Seepage Pit- 6" of Bentonite clay or approved material installed at bottom of pit 702K	
In	Out	N/A	N/O	6.	Advanced Treatment Systems and Alternative Disposal Systems (ATS/ADS) (NMED Only)	
				6.1.	For any system that includes an ATS and/or an ADS, the ATS/ADS Inspection Form must be completed in addition to this inspection form	
<input type="checkbox"/> Continued on attached sheet(s) <input type="checkbox"/> As Built attached (required when deviating from plan) <input type="checkbox"/> Photos attached <input type="checkbox"/> Photos Submitted (electronic)						
Installer Comments <hr/> <hr/>						
<i>I certify that this liquid waste system was installed in accordance with the permit approved by NMED, unless otherwise noted in Comments Section above.</i>						
Installer Printed Name:			Installer's Signature:		Date:	
NMED Use Only						
Comments / Conditions: <hr/> <hr/>						
<input type="checkbox"/> Installation Approved <input type="checkbox"/> Installation Not Approved <input type="checkbox"/> Corrective Action Response required <input type="checkbox"/> Re-Inspection required						
NMED Inspector Printed Name:			NMED Inspector's Signature:		Date:	

Photo Inspection Installer Checklist		NMED Permit No.	
Photo Inspections are to be used with NMED Consent or IAW NMAC 20.7.3.203 B (1)			
Photos authorized by (NMED official name) or inspection scheduled by:		Date and time photos authorized or the hour after inspection was scheduled:	
1. This form must be submitted with photos attached and properly identified. 2. Photos must be dated and labeled with permit number and the corresponding outline number as shown below. 3. All photos must have a reference for measurement, such as a yardstick. 4. As built site drawing must be submitted with photos.			
System Owner's Name		System Location:	
Installer's Name & Company:		Phone:	
Date and Time Photos Taken:	Photographer's Name:	Phone	
1. BUILDING SEWER, if present at the time of inspection			
a. Photo Showing Pipe Size, Cleanouts			
2. SEPTIC TANK		Latitude (NN.nnnnn)	Elevation (ft)
		Longitude (NN.nnnnn)	
a. Photo Showing Tank inside view			
b. Photo Showing Tank Certification, and Size			
c. Photos Showing Sides of Tank			
d. Photos Showing Tank Tees and or baffles			
e. Photo Showing Bituminous Coating			
f. Photo Showing 10' (SVR 35) or 5' (SCH 40) Setback (solid pipe) From Disposal Field			
3. TEE OR DISTRIBUTION BOX			
a. Photo Showing Proper Diameter Pipe			
b. Distribution Box Photo (Showing Bituminous Coating)			
c. Photo Showing 5' Setback (solid pipe) From Disposal Field			
4. DISPOSAL TRENCH OR BED			
a. Photos Showing All of the Disposal Area, include something for perspective			
b. Photos Showing Aggregate Depth			
c. Photos Showing Aggregate and Aggregate Covering			
d. Photo Showing the Disposal Field Spoils Pile			
e. Photo Showing inspection ports, properly capped			
f. Photo Showing drain field at correct grade			
5. OTHER PICTURES			
a. Lot Perspective, include, if present, any buildings, trees, wells, well houses, landmarks, water courses.			
If photos are not taken or submitted within 5 days, the permit will be denied or canceled as appropriate until such time as the entire liquid waste system can be exposed and inspected by department personnel.			
Installer Name		Installer Signature	Date
Inspector Name		Inspector Signature received photos:	Date Received:

Instructions for Photo Inspection by Installer

Guidance establishes requirements to be met by contractors providing photographs of newly installed liquid waste systems in lieu of inspections by NMED personnel. This applies to photographic evidence of compliance with liquid waste regulations pertaining to new construction as allowed in 20.7.3.203, NMAC. NMED staff may then use the photographs to assess the regulatory compliance of the system. All homeowner installed systems, Advanced Treatment Systems (ATS), and unpermitted systems must be inspected by NMED.

20.7.3.203 Procedures; Construction Inspections and Testing:

A. The department may perform site inspections prior to deciding on a permit application or variance petition, during construction or modification of the system and after completion of the system. The department may require test holes to be excavated and documentation to be provided for purposes of determining soil types, depth of soil and water table depths. In areas where soil conditions are well characterized and groundwater depth is documented, test holes may be waived. The department may collect samples of soil, liquid waste and water, including water from wells, to determine compliance with 20.7.3 NMAC.

B. Upon granting the permit or variance application, if the department determines an inspection is necessary, the department shall indicate the point in the construction process where the first construction inspection is to be scheduled or in accordance with Subparagraph A of this section.

(1) The person doing the work authorized by the permit shall notify the department to schedule an inspection, orally or in writing, a minimum of 2 working days prior to the inspection. The department may assess a re-inspection fee if the work is not ready for inspection at the time of the scheduled inspection. In the event the inspection is not conducted within one hour after the appointed time of inspection, the contractor shall take photographs that accurately identify the site and features of installation and proceed with the installation. Copies of such photographs shall be submitted to the department.

Therefore, NMED has the discretion to require, or not require, an inspection of a newly constructed or modified liquid waste system before granting final approval of the permit. In some cases, it may not be possible for NMED staff to perform the inspection and photographs of the installation or modification must be provided by the contractor. When photographs are allowed in place of NMED inspection, all photographs must be submitted along with the ***“Installer Check List for Photo Inspections”***. Each submitted photograph must be clearly labeled with the date taken, liquid waste permit number, contractor and initials of photographer. Minimum items to be included in the photos are:

1. Lot Perspective – This photo should include the system and any buildings, trees, wells, well houses, and landmarks when present. Photos should include a person or device that will show relative dimension.
2. Building Sewer Perspective – This photo should include the pipe and cleanouts.
3. Tank Perspective – This photo should include a view of the tank with the covers removed and any risers present.
4. Tank Sides – This series of photos should include all four (4) sides of the outside of the tank.
5. Demonstration that Tank is Level – Close-up photos of a level, showing the “bubble” to demonstrate tank is level.
6. Disposal System Perspective – This photo should include a view of drain field, including distribution box or tees, spoil pile, etc. The photo collection should include an adequate number of photos to show each leach line, dog legs, trees, etc.
7. Other Tank Perspective – This photo should include any holding, surge, and/or pump tanks, switches, alarms, manholes, risers, and tank effluent filter.
8. Photo inspection disclaimer: “This is a photo inspection and is limited to those items clearly observed in the photos and should not be construed as a comprehensive onsite inspection.”
9. If the contractor fails to submit the required photos or the photos are not adequate to determine all necessary aspects of the installation, the permit must be denied or canceled as appropriate until such time as the whole system can be exposed and inspected by New Mexico Environment Department personnel.
10. The Installer shall certify the Photo Inspection Check List by signature and date.