

## COVID 19 Liquid Waste Program Protocol

Unpermitted systems; prioritizing them:

1. Inspectors that receive requests for unpermitted system inspections (via drop box or mail) must ascertain if an Installer specialist can complete the registration or if it requires an NMED inspector.
2. Applications for an older system (installed prior to 2/1/02): Inspectors will encourage the applicant to contact an installer specialist.
3. Applications for a newer system (installed on or after 2/1/02): Inspectors must ask the applicant if this can be deferred to a future date. The inspector should engage them in a discussion to determine the necessity.
4. Inspectors must present the application and the applicant's case to the Staff or District Manager and ask for a determination.
5. Modifying Unpermitted systems:
  - a. Replace entire system: Any application to replace the entire unpermitted system should be a basis for waiving the unpermitted system inspection by an NMED inspector or installer specialist. The licensed contractor can submit an evaluation (utilizing the unpermitted system inspection form) that accurately describes the system and the failures. The inspector must contact the homeowner to address any questions they may have concerning the failure of all components of the system. The property or homeowner must fully understand that this is the departments role in providing consumer protection. The application to modify the newer unpermitted system should be approved with a previously authorized photo inspection. Please keep in mind this is only during this public health emergency period.
  - b. Replace one portion of the system: Any application to replace only one portion of an unpermitted system should be a be a basis of waiving the unpermitted system inspection by an NMED inspector or installer specialist. The licensed contractor can submit an evaluation (utilizing the unpermitted system inspection form) that accurately describes the system and the failures. The inspector must contact the homeowner to address any questions they may have concerning the failure of all components of the system. The property or homeowner must fully understand that this is the departments role in providing consumer protection. The application to modify the newer unpermitted system should be approved with a previously authorized photo inspection. The photo inspection must include the unpermitted tank when only the disposal field is replaced. The tank must be brought into compliance with current requirements. A modification that only comprises tank replacement must be accompanied by a statement concerning water testing the disposal field. Additionally, it must have photos of the inspection ports and riser over distribution box, when applicable. Please keep in mind this is only during this public health emergency period.
6. Tank Abandonment forms can be completed by the contractor and submitted with photos evidencing proper abandonment.

We will strive for consistency across all field offices so please share your reviews with the management and core team. Please keep in mind we are striving mightily to comply with the Governors order and minimize contact to only when absolutely necessary.