

Log book and maintenance record

You need to keep a record of the checks you have completed. If you have a maintenance contract with a contractor keep a record of any work carried out by them.

Permit or Exemption Number	
Type of system	SEPTIC TANK
Emergency contact details	

Date	Description of action taken	Name Include contractor and waste carrier licence number for sludge removal	Waste Transfer Note number
14/03/18	e.g. drainage field and sludge levels checked	AN Example (homeowner)	
JULY 2019	EMTIED SEPTIC TANK	DWD WASTE SERVICES	
