

Subsurface Sewage Treatment System Experience Plan Reporting

This fact sheet provides guidance for individuals seeking certification as a Subsurface Sewage Treatment System (SSTS) professional.

What documents do I need to submit for approval?

In addition to successfully completing training and examination, individuals interested in certification as a Minnesota SSTS professional are also required to submit an Experience Document Form and supporting documentation for approval by the commissioner.

Minn. R. 7083.1050 details the experience required for each SSTS specialty area. The type of document submitted depends on which specialty area of endorsement you are seeking.

Basic Designer certification

One experience document from each of the following from systems with flows of less than 2,500 gallons per day is required.

- site evaluation
- soil evaluation
- Type I, II or III above ground system design
- Type I, II or III below ground system design
 - can be gravity-fed or pressurized
- Type I, II or III system management plan (submit only one plan)

Applicants for Designer certification must also indicate on their Experience Documentation Form five (5) service or operational instances.

Installer certification

Five of the following are required for installer certification. The installations can be Type I-V systems with a minimum of one above ground and one below ground systems.

- Copies of the Local Governmental Unit (LGU) sign-off/inspection sheet showing approval for scarification, tanks(s) installation, drainfield installation, and final inspections.

Or

- Copies of the LGU-issued Certification of Compliance (COC).
 - If you submit copies of installation permits, your application will be placed on hold until copies of COCs are submitted. An installation permit only indicates approval to install the system, it does not indicate the system was properly installed.

Applicants for Installer certification must also indicate five service or operational instances.

Private Business Basic Inspector certification

Five of the following are required for basic inspector certification. The systems inspected can be Type I-III systems with flows of less than 2,500 gallons per day and must include a minimum of one above ground system and one below ground system.

- Copies of properly completed Minnesota Pollution Control Agency (MPCA) Compliance Inspection Forms that have been submitted to the LGU.

Applicants for Basic Inspector certification must also indicate five system installations, five service or operational instances, and a combination of five soil evaluations, systems designs, and management plans.

LGU Basic Inspector certification.

Five of the following are required for basic inspector certification. The systems inspected can be Type I-III systems with flows of less than 2,500 gallons per day and must include a minimum of one above ground system and one below ground system.

- Copies of the LGU sign-off/inspection sheet showing approval for scarification, tanks(s) installation, drainfield installation, and final inspection.

Applicants for Basic Inspector certification must also indicate five system installations, five service or operational instances, and a combination of five soil evaluations, systems designs, and management plans.

Maintainer certification - Municipal Disposal Used

One experience document from each of the following is required:

- The monthly pumping log showing address, amount pumped, pumping access used and the disposal site.
- A copy of the document used for homeowner refusal of pumping through maintenance access.
- A copy of completed tank maintenance form provided to the homeowner.
- A copy of disposal receipt for municipal disposal.
- A copy of the written agreement between the municipal facility and the maintainer.

Maintainer certification - Land Application Used

One experience document from each of the following is required:

- The monthly pumping log showing address, amount pumped, pumping access used and the disposal site.
- A copy of the document used for homeowner refusal of pumping through maintenance access.
- A copy of completed tank maintenance form provided to the homeowner.

Plus

- Any two of the following:
 - site application rates with the dates of application
 - nitrogen calculations
 - septage pH readings before and after liming
 - application site characteristics with size, soil borings and slope

Maintainer certification - Both Municipal Disposal and Land Application Used

- Monthly pumping log showing address, amount pumped, pumping access used and the disposal site.
- Copy of completed tank maintenance form provided to the homeowner.
- Copy of disposal receipt for municipal disposal,

Plus

- Any two of the following:
 - site application rates with the dates of application
 - nitrogen calculations
 - septage pH readings before and after liming
 - application site characteristics with size, soil borings and slope

Additional information

For all certification or licensing questions, please call 651-296-6300, toll free 800-657-3659, or e-mail ssts-info@pca.state.mn.us.

For information on the MPCA SSTS program, please visit our website at <http://www.pca.state.mn.us/index.php/water/water-types-and-programs/wastewater/subsurface-sewage-treatment-system-ssts/minnesota-s-subsurface-sewage-treatment-systems-program-ssts.html?menuid=&missing=0> or call us at 651-296-6300, or toll free at 800-657-3864.