



# AMERICAN

Manufacturing Company, Inc.

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## INSPECTION AND OPERATIONAL CHECKLIST

### PERC-RITE® DRIP DISPERSAL SYSTEM (DPO Control)

JOB NAME: \_\_\_\_\_

DATE: \_\_\_/\_\_\_/\_\_\_

Address: \_\_\_\_\_

Time: \_\_\_ : \_\_\_ AM PM

\_\_\_\_\_

#### I. Monitoring Reason

A. Periodic Inspection (Y/N) Other \_\_\_\_\_  
\_\_\_\_\_

#### II. Periodic Inspection

##### A. Field Conditions

1. Walk the Drip field and record any visible wet spots from the drip system.  
O.K.\_\_\_\_ Repair\_\_\_\_ Comments and remedial action \_\_\_\_\_

##### B. Controller Lights and Switch positions (DPO Series Drip Control with LCD)

1. Open the control panel and open the lid to the hydraulic unit and pump tank.  
Make sure all manual switches are in the automatic position and breakers are ON.  
Verify the Microprocessor LCD screen is on.  
O.K.\_\_\_\_ Comments and remedial action \_\_\_\_\_

2. Microprocessor output: Verify there is output when in automatic operation. Start automatic cycle by holding in "Reset/Cycle Start" button. Turn pump Off to stop.  
O.K.\_\_\_\_ Comments and remedial action \_\_\_\_\_

##### C. Pump Tank Liquid Level Float Switches

1. Check liquid level in the pump tank to confirm float switch operation.  
a. Determine that the float switch status screen show actual positions.  
O.K.\_\_\_\_ Comments and remedial action \_\_\_\_\_

##### D. Pump and Valve Operation

1. Place pump "Hand-Off-Auto" switch in the "Hand" position to dead head pump against zone valves. Flow meter should not turn indicating there are no leaks.  
O.K.\_\_\_\_ Comments and remedial action \_\_\_\_\_

2. With the pump running, place each zone valve in the "Hand" (open) position, one at a time to check operation. With one zone valve open, flow should register on the flow meter. When the zone valve closes (off position), the flow should stop.  
O.K.\_\_\_\_ Comments and remedial action \_\_\_\_\_

3. With one zone valve open and flowing, open the Zone Return valve (flow rate should increase) and close again (flow should slow down) to check operation.  
O.K.\_\_\_\_ Comments and remedial action \_\_\_\_\_

4. With the pump in the "Hand" position open the filter backwash valve for filter one then close, repeat for filter two. There should be no flow registering in the flow meter and you should determine that the valves open and close. (water return to septic tank.) O.K.\_\_\_\_ Comments and remedial action \_\_\_\_\_

5. \_\_\_\_\_  
Return all switches to the automatic position

**E. Hydraulic Unit**

1. Examine all hydraulic components for leaks, or other problems. Record flow meter reading \_\_\_\_\_.  
O.K. \_\_\_ Comments and remedial action \_\_\_\_\_

**III. Annual Inspections**

**A. Extended Check - Zone Dose Rates**

1. Open the air release valve boxes and inspect. Make sure they close during the dose with no water leak after air is evacuated.  
O.K. \_\_\_ Comments and remedial action \_\_\_\_\_
2. With the pump in the "Hand" position, select the first zone by placing the zone valve switch in the "Hand" position. After pressurization time, check flow rates by reading the flow meter for a timed minute. Repeat for all zones. If flow varies by more than 10% from original flow rate, suggest more evaluation.  
Record flow rates: \_\_\_\_\_  
O.K. \_\_\_ Comments and remedial action \_\_\_\_\_
3. After the final zone is checked, place the "Zone Return" valve in the "Hand" position while the "Zone Valve" is still in the "Hand" position and verify the field flush flow rate. Compare to design.  
O.K. \_\_\_ Comments and remedial action \_\_\_\_\_
4. Check field flush rates on other zones if any problem is indicated. (Y/N)
5. Return appropriate switches to the automatic position.
6. Press reset button for 10 seconds and verify the automatic cycle dosing time matches original design.  
O.K. \_\_\_ Comments and remedial action \_\_\_\_\_

**B. Septic Tank & Pump Tank**

1. Examine and clean Septic tank effluent screen, filters, and floats as needed.
2. O.K. \_\_\_ Comments and remedial action \_\_\_\_\_

**C. Measure solids level in all tanks**

1. Septic tank                      Tank Depth \_\_\_\_\_ Sludge Depth \_\_\_\_\_
2. Dose Tank                        Tank Depth \_\_\_\_\_ Sludge Depth \_\_\_\_\_
3. Sludge pumping required    Yes \_\_\_ No \_\_\_

**IV. Suggested Reporting**

- A.** Provide summary report to customer showing gallon flow to each field along with pertinent operating information and suggestions.
- B.** Provide signed and dated inspection report to customer file and regulatory agency as needed.
- C.** Have records available and be prepared to discuss operation and maintenance specifics with customer.

**V. Operator Signature \_\_\_\_\_ Date: \_\_\_\_\_**

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