



# Maryland OSDS Inspection Report Guidance



## **Background:**

Effective July 1, 2022 Property Transfer Inspectors must be licensed by Maryland Department of the Environment and submit and utilized a standardized changed the certification to a license and added some on-site disposal system (OSDS) inspection requirements. To meet these requirements MDE has created a standardized OSDS inspection report. All licensed inspectors performing an OSDS inspection after July 1, 2022, must complete this report for each inspection.

The report is organized to lead the licensed inspector through the process of a proper inspection.

## **Inspection Report:**

The report template is available on our website and has drop down boxes if you use in the excel spreadsheet format. When completing the report if information is not known or not available mark accordingly. The response choices will be yes or no unless specifically discussed below.

## **Pre-Inspection Information:**

To properly perform an OSDS the inspector should contact the approving authority to obtain any previously permitted OSDS information for the site. The inspector should coordinate with the approving authority to determine the local process for requesting records and determine the expected time period for obtaining the documents. Once received the inspector must review all documents to become familiar with the permitted components of the OSDS. If no documents are available note this in the comment section. Completing this section completely and accurately will help ensure that the field inspection, testing, and summary of the OSDS are as comprehensive as possible.

**Property Information:** Use the physical address of the property you are inspecting, not the mailing address of your client. If information is unknown, note unknown or not available. The choices in all categories are simple yes or no except for the categories below select one of the following responses:

Water supply: Well, Public Water, Shared Well, Spring

Property Type: Single Family Home, Multi-Family Home, Commercial, Other. If you select other, please explain.

## **On-site Inspection:**

This section is organized that the inspection follows the wastewater from the home/business through the OSDS and final disposal. All subsections within this section must be evaluated and recorded into the inspection report. The only time a subsection can be skipped are situations where that component is not part of this OSDS for this site. The inspector shall mark that subsection as Not Applicable (N/A).

If a BAT is encountered during the inspection, and you are not certified to perform Operations and Maintenance (O+M) on that specific technology you must contact the vendor, or a certified contractor to evaluate the condition of the BAT unit.



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## OSDS Testing:

A hydraulic load test shall be performed on the OSDS. This test shall be performed based on the current occupancy and accepted standard testing methods for OSDS. If the site has a BAT unit, contact the proper MD BAT vendor before performing the test. Depending on what is witnessed during the OSDS inspection a dye test may be required to confirm the OSDS is not failing, or that there are no unpermitted modifications to the OSDS.

After the above testing is completed, the septic tank may be pumped to properly evaluate the integrity and watertightness of the septic tank if deemed necessary by the inspector.

## Summary/Conclusions:

This section will be completed using your professional judgement as a licensed inspector with what was witnessed during the inspection. Each component must be evaluated unless this OSDS does not contain that component.

**Satisfactory** – The evaluated component is consistent with what was permitted and there are no observable deficiencies.

**Unsatisfactory** – The evaluated component is not consistent with what was permitted or there are observable deficiencies with this component that must be fixed/replaced so that component functions properly.

**Satisfactory with Concerns** – The evaluated component is consistent with what was permitted, but it has observable deficiencies that indicate this component is at the end of its service life.

You must sign the completed report. By signing the report, you are confirming that the report was completed properly and accurately.