

## SEPTIC SYSTEM INSTALLER PROJECT MANAGEMENT OBLIGATIONS

As the North Andover licensed installer for the construction for the septic system for the property at:

\_\_\_\_\_  
(Address of septic system)

For plans by \_\_\_\_\_  
(Engineer)

Relative to the application of \_\_\_\_\_  
(Installer's name)

And dated \_\_\_\_\_  
(Original date)

Dated \_\_\_\_\_  
(Today's date)

With revisions dated \_\_\_\_\_  
(Last revised date)

### I understand the following obligations for management of this project:

1. As the installer, I am obligated to obtain all permits and Board of Health approved plans prior to performing any work on a site. I must have the approved plans and the permit on site when any work is being done.
2. As the installer, I must call for any and all inspections. If homeowner, contractor, project manager, or any other person not associated with my company schedules an inspection and the system is not ready, then item three shall be applicable.
3. As the installer, I am required to have the necessary work completed prior to the applicable inspections as indicated below. I understand that requesting an inspection, without completion of the items in accordance with Title 5 and the Board of Health Regulations may result in a \$50.00 fine being levied against me and/or my company.
  - a. **Bottom of Bed** – Generally, this is the first (1<sup>st</sup>) inspection unless there is a retaining wall, which should be done first. The installer must request the inspection but does not have to be present.
  - b. **Final Construction Inspection** – Engineer must first do their inspection for elevations, ties, etc. As-built or verbal OK (or e-mail to: [healthdept@townofnorthandover.com](mailto:healthdept@townofnorthandover.com)) from the engineer must be submitted to the Board of Health, after which installer calls for an inspection time. Installer must be present for this inspection. With a pump system, all electrical work must be ready and able to cause pump to work and alarm to function.
  - c. **Final Grade** – Installer must request inspection when all grading is complete. Installer does not have to be on-site.
4. As the installer, I understand that only I may perform the work (*other than simple excavation*) and I am required to complete the installation of the system identified in the attached application for installation. I further understand that work done by others unlicensed to install septic systems in North Andover can constitute reasons for denial of the system and/or revocation or suspension of my license to operate in the Town of North Andover, significant fines to all persons involved are also possible.
5. As the installer, I understand that I must be on-site during the performance of the following construction steps:
  - a. *Determination that the proper elevation of the excavation has been reached.*
  - b. *Inspection of the sand and stone to be used.*
  - c. *Final inspection by Board of Health staff or consultant.*
  - d. *Installation of tank, D-Box, pipes, stone, vent, pump chamber, retaining wall and other components.*
6. As the installer, I understand that I am solely responsible for the installation of the system as per the approved plans. No instructions by the homeowner, general contractor, or any other persons shall absolve me of this obligation.

Undersigned Licensed Septic Installer: \_\_\_\_\_

(Today's Date)

\_\_\_\_\_  
(Name – Print)

\_\_\_\_\_  
(Name – Signed)