



PROCEDURE FOR DISCHARGING SEPTAGE AND HOLDING TANK RESDUALS

Receiving hours:	Monday – Friday:	6:00 am to 1:30 pm
	Saturday & Sunday & Holidays	6:00 am to 10:30 am
	Thanksgiving & Christmas	closed

The Authority will notify the Broker if hours of operation are different due to holidays or operational limitations. Notice will be provided by email and text message to main point of contacts. The Authority observes:

<i>New Year’s Day</i>	<i>Independence Day</i>	<i>Thanksgiving Day</i>
<i>Martin Luther King, Jr. Day</i>	<i>Labor Day</i>	<i>Day after Thanksgiving</i>
<i>Patriots Day</i>	<i>Indigenous People’s Day</i>	<i>Christmas Day</i>
<i>Memorial Day</i>	<i>Veterans Day</i>	<i>Presidents Day</i>
<i>Juneteenth</i>		

Right of Way: Septage haulers have right of way at the septage/feedstock receiving area. *Any disputes should be reported to the Authority personnel immediately.*

Discharge Port: Septage: One 4-inch female camlock feedstock discharge port is provided.

Discharge Slip: Carbon copy paper discharge slips are available at the feedstock/septage receiving area kiosk. A discharge slip must be completed for each* discharge. Put the yellow copy for a completed discharge slip into the box labeled Feedstocks at the kiosk. Require information includes:

- Hauler Company
- Full Name of Driver
- Volume Discharged (gallons)
- Circle “Septic” or “Holding”
- Date of Delivery
- Time of Delivery
- Source information

* A discharge slip is required for each dwelling/company pumped.

Screen Cleaning: Septage and Holding tank wastes do not need to be screened by the hauler. However, these wastes may be redirected to the Feedstock Tank during period of high flow as part of LACWA’s Maine DEP approved wet weather plan. All residuals discharged to the Feedstock Tank are screened through a 3/8-inch bar screen. The Hauler is responsible for monitoring the screen during discharge, cleaning up any mess caused by the discharge, and cleaning the screen after discharge. The Authority provides a screen rake, a 5-gallon bucket, and a water hose (most of the year). Screenings are disposed in the metal hopper at the feedstock/septage receiving area.

Do not introduce excessive cleanup water into the Feedstock Tank. Please inform Authority personnel if a screen is not clean prior to discharge.