Integrating Reports Into RIWIS

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Management Made Easy Sessions

Session II: Consistent Forms, Reports, and Procedures
What is Needed for Effective & Consistent Reporting?

- State-wide Recommended procedures
- Uniform reporting procedures
- Certification / Training Program
- Management of Data
- Enforcement

Town’s
Town’s & State
Example:
Conventional Inspection Program

- Septic System Check-Up Handbook

Pro’s

- Procedures for Inspections
  - First Maintenance
  - Routine Maintenance
  - Functional Inspections

- Recommended Baseline Reports
- Offered as a 2 day class at URI
- Town’s can adopt into Ordinance language
Septic System Check-Up Handbook

Con’s

- Reports not “field friendly”
- No Training for “Functional Inspections”
- Doesn’t address reporting requirements
  - Each town has their own form
- Could use an update?
Example:
O&M Reporting on I&A Systems?

- State-wide Recommended O&M procedures
- Uniform reporting procedures
- Certification / Training Program
- Management of Data
- Enforcement

NONE OF THESE HAVE BEEN IN PLACE IN RI
How Has O&M Reporting Worked Over the last 5 years?

- O&M Companies Start-Up  
  (Manufacturer, installer, engineering firm etc.)
- Self Taught! National Training Program
- Each Company has their OWN O&M Report  
  (Vast difference in some cases)
- Some Towns require O&M Reporting
- Some service providers report to Towns & State
How Has O&M Reporting Worked Over the last 5 years?

- How do we get everyone on the same page?
  - Bring Everyone Together
  - There’s has to be some give & take

- RIWIS gives Towns the tools to implement baseline procedures and reports
QUESTIONS?
How Reporting Has Worked in RI Communities

- First Maintenance Inspection
  - Inspector’s first time on property
  - Gathers baseline information

- Routine Maintenance Inspection
  - 3 – 5 years later
  - Less questions
  - More specific
How Reporting Works in RIWIS

- Component Based
- Different questions based on type of system present
- If more than one “Component”, system will compile questions for all components on inspection report (ie. Fast, UV, Bottomless Sand Filter)
How Reporting Has Worked in RIWIS

Currently EACH Community Sets up their OWN Reports

- Not A Problem for Conventional Systems (because they are based on Septic System Check-up)
- FMI → Unknown Report
- RMI → Conventional Report
- I&A Systems → Who Knows?
  → initially based on Jamestown draft reports
Developing RIWIS Recommended Reports

- Increased consistency leads to increased reporting
- Produce a document containing all the recommended reports communities can add to them if needed
- Similar Layout for each I&A Report
Consistent I&A Report Layout

- Main Sections
  - Controls
  - Tanks & Compartments
    (Septic, Recirculation, Pump Tank etc.)
  - Treatment Unit
  - Drainfields & Distribution
  - Results & Recommendations