

Registered Onsite Wastewater Practitioner Category Information Sheet – Private Inspector

I Want To Inspect Onsite Systems... What does a ROWP Private Inspector do?

A Private Inspector inspects existing onsite wastewater treatment systems for performance and compliance, and must follow the [BC Standard Practice Manual \(SPM\)](#). Private Inspectors, like all ROWPs, must also follow all ASTTBC policies : [ROWP Practice Guidelines](#), [Code of Ethics & Practice Guidelines](#)

1. Complete the required experience:

Currently, the experience required to become a ROWP Private Inspector is as follows:
 Certification as an Inspector requires evidence of inspections conducted under supervision or during Field Training that include residential gravity and pressure distribution systems as well as treatment plants and processes.

Please contact ASTTBC if you are not able to find suitable mentorship. The Board may accept work examples without supervision.

Inspector – Residential

A ROWP conducting residential inspections shall achieve the competencies specified in Appendix 1 of the OWCB Policy to inspect residential sewerage systems using a Type 1, 2 or 3 treatment method.

Inspector – Commercial

A ROWP conducting commercial inspections shall achieve the competencies specified in Appendix 1 of the [OWCB Policy](#) to inspect a commercial sewerage system, using a Type 1, 2 or 3 treatment method.

Records of each inspection consistent with all applicable Inspection Guidelines as per Practice Guidelines shall be submitted.

2. Items to be reviewed - each project file submitted should contain the following:

The documents should be combined for one project and uploaded to the attachment section of your online account- labeled accordingly as one specific project. If you entered information under the work experience section regards this project, you may refer to your documents, like: see attachment under ‘Other 1’.

Provide related documentation showing proof of your diligence to meet Standard Practice and ROWP guidelines. Examples of relevant documents shall include but are not limited to:

1. Client Contact Information
2. Client Expected Usage / Needs Form
3. Copy of System Details/Plan/Filing/Permit
4. Copy of Easement / Covenant / Right-of-Way / Health Order if applicable
5. Copy of Operation & Maintenance Plan
6. Copy of Effluent Sample Results (if applicable)

7. Documentation of Inspection – Photographic & Field Notes
8. Report Contains: the date of the inspection, file or reference number, name of the client, address of the site, description of inspection type
9. Report Contains: Evaluation of the Filing document, O&M Plan or original permit, in relation to the actual system found and the current usage
10. Report Contains: General description of the system type and components
11. Report Contains: Summary of what was or was not located and tested with explanation if it was not
12. Report Contains: Thorough evaluation of the system’s current performance in lay-man’s terms using standard performance terminology
13. Report Contains: Listing of required repairs and recommended improvements with explanation of what it means for the system and the urgency or importance
14. Report Contains: Basic drawing or photographs for client showing component locations if performance inspection
15. Report Contains: Detailed drawing for client showing component locations with confirmed setback distances and all applicable details if compliance inspection
16. Report Contains: Explanation of maintenance requirements w. O&M Plan (if one does not already exist)
17. Report Contains: System use & care information
18. Report Contains: Letter of Assurance (if applicable)
19. Correct Use of Stamp with Signature and Date

Please provide a list of all of the tools and equipment you have and use during the inspection of an onsite system: Such as pipe and tank cameras, pipe locator, testing devices, etc.