



**MANCHACA FIRE RESCUE**  
**Department Directive**

**Weekly Service of Septic System Filter**

**D2017-002**

Effective: 4/21/2017

Rescinds: NA

From: C. Poole

Recently an additional task was added to the [weekly chores list](#). The current list is posted on the member's only web site at [tcsd5.org](http://tcsd5.org), in the Documents section, under the Main tab. This task is to clean the septic tank filter each Thursday. The septic service company was providing a service visit every other week, however due to expense and some septic failures in spite of this schedule, we will be upping the frequency of this service to once a week and it will be performed in-house. Performing this duty as indicated on the schedule will assist us in keeping the system in good working order and help keep what belongs in the septic tank in the tank and out of the station.

The procedure is simple, takes a few minutes, and is spelled out below:

1. Items needed: screwdriver, garden hose, a pair of medical gloves
2. Using the screwdriver, remove the two safety screws holding the lid on the **second** compartment from the building
3. Once the lid is removed, you will see a black wire that runs from the top of the compartment to the filter assembly
4. Slowly pull the filter assembly out of its holder
5. Use the garden hose nozzle to spray out the filter and clear it of any material.
6. Lower the filter back into its housing
7. Replace the cover and safety screws



To alleviate any concerns, Chief Poole was able to perform this procedure recently on his own in about 10 minutes while in full uniform, without any adverse results.