

# OSSM Inspection Checklist

## composting toilet

**Lodge Inspection Checklists** at Ballina Shire Council • 40 Cherry Street Ballina (Mon-Fri 8.15am to 4.30pm)  
**mail** PO Box 450 Ballina 2478 • **e** council@ballina.nsw.gov.au  
**t** 1300 864 444 • **w** ballina.nsw.gov.au

Please tick all applicable boxes. Ballina Shire Council will review this inspection checklist, any action items that may be required, and will either re-issue the On-Site Sewage Management (OSSM) Approval to Operate with or without conditions. If the action items are substantial and/or a public and environmental risk, Council will issue an 'Order' to the property owner to rectify the defective OSSM system within a specified timeframe.

### Plumber, Property and Inspection Details

Owner's Name

Property Address

Licensed Plumber and Drainer Name

Licence Number

Email Address

Phone Number

Inspection Date

Weather condition

No. of bedrooms

No. of residents

Building serviced by composting toilet

As-constructed drawings  Yes  No

### Composting Toilet Details

No. of composting toilets

Composting toilet brand

Capacity

### Site Inspection Results

Is an appropriate instruction notice fixed in place near the toilet to inform users of the nature and operation of the composting toilet?

Yes  No

Is there adequate ventilation?

Yes  No

Is the exhaust fan operational?

Yes  No

Is there an available and appropriate supply of bulking agent next to the compost toilet (ie wood shavings, sawdust)?

Yes  No

Is there adequate access for the purposes of humus removal?

Yes  No

## Site Inspection Results *continued*

Has the biological activity in the composting chamber produced satisfactory quality humus (ie dry, friable, no offensive odour)?  Yes  No

Has provision been made for periodic inspection of the compost chamber?  Yes  No

Is there provision for humus removal and burial to a depth of 150mm and further than 40m from a drainage depression or waterbody (such as a farm dam), 100m from a watercourse?  Yes  No

Is humus buried on a flood plain or in an area likely to be flooded?  Yes  No

Is there an additional compost tank available and being used for rotation?  Yes  No

## Comments, Actions or Repairs Required

Use this space to expand on items in the checklist that have been identified as non-compliant and also to detail an action plan for any rectification works. An OSSM Section 68 Application may be required depending on the extent of rectification works. Contact Ballina Shire Council's Environmental Officer On-Site Sewage if unsure.

Comments

Signature

Date