PUMPOUT AND DUMP STATION MAINTENANCE REPORTING LOG
Report Period: July 1 - June 30 (Fiscal Year)
RECORD ALL ACTIVITY PRIOR TO JULY 1 ON PREVIOUS YEAR'S LOG

Owner:	Location:
--- Check Equipment Type ---	Disposal Type:
Combo ☐ Dump Station Only ☐ Pumpout Only ☐	(*Holding Tank or Sewer Connection*)

Date	Unit Maintained Y/N	Hour Meter Reading[1]	Flow Test Number[2]	Unit Operable? Y/N	Comments & Notes Describe Maintenance Needs / Issues and Repair Actions
	Yes / No			Yes / No	
	Yes / No			Yes / No	
	Yes / No			Yes / No	
	Yes / No			Yes / No	
	Yes / No			Yes / No	
	Yes / No			Yes / No	
	Yes / No			Yes / No	
	Yes / No			Yes / No	
	Yes / No			Yes / No	
	Yes / No			Yes / No	
	Yes / No			Yes / No	
	Yes / No			Yes / No	
	Yes / No			Yes / No	
	Yes / No			Yes / No	
	Yes / No			Yes / No	
	Yes / No			Yes / No	
	Yes / No			Yes / No	
	Yes / No			Yes / No	
	Yes / No			Yes / No	
	Yes / No			Yes / No	
	Yes / No			Yes / No	

[1]*Helpful, but not required for remotely monitored units.*
[2]*Flow Test = Number of seconds to empty 5 gal. bucket.*

The time period to be captured is July 1 – June 30. Attach additional sheets as needed.
Copies of the form are available online at
http://www.oregon.gov/OSMB/forms-library/Pages/Forms-Library.aspx
After June 30, return completed log to: jennifer.peterson@state.or.us or fax to 503-378-4597
RECORD ALL ACTIVITY AFTER JUNE 30 ON NEXT YEAR'S LOG