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# ENVIRONMENTAL Fact Sheet

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29 Hazen Drive, Concord, New Hampshire 03301 • (603) 271-3503 • [www.des.nh.gov](http://www.des.nh.gov)

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## Permitting of Installers and Designers of Subsurface Sewage Disposal Systems

### **Permit Required**

A wastewater disposal system is required for any structure to which a water supply is connected. Subsurface sewage disposal systems must be designed and installed by an individual holding a valid permit issued by the New Hampshire Department of Environmental Services Subsurface Systems Bureau. Additionally, repair or replacement of an existing subsurface sewage disposal system must be conducted by a permit holder as well. The only exception to this requirement is that a homeowner may design and install or repair and replace a subsurface sewage disposal system for his/her own primary domicile.

### **Exams**

An installer or designer permit is issued upon successful completion of the appropriate examination. Examinations are administered four times a year, with the major testing taking place in the spring and fall and re-examinations in the summer and winter.

The designers examination consists of three written portions and a field test for soil interpretation. For installers, there is a written examination only.

### **Permit Renewal**

Installer and designer permits shall be issued from January 1 to December 31 of every other year. Permits are renewable upon proper application, payment of biennial fee of \$80, and compliance with the continuing education requirement. Permitted designers and installers shall complete a minimum of three hours annually of continuing education approved by DES. Failure to renew a permit within 60 days of the expiration date will result in the applicant having to take and successfully complete the appropriate examination in order to have the permit reinstated.

### **For Further Information**

If you have any questions concerning septic systems, contact DES Subsurface at (603) 271-3501, or PO Box 95 - 29 Hazen Drive, Concord, NH 03302-0095; (603) 271-3711; fax: (603) 271-6683; <http://des.nh.gov/organization/divisions/water/ssb/index.htm> .