



GUIDELINES FOR BECOMING AN AUTHORISED SERVICE AGENT FOR DOMESTIC AEROBIC TREATMENT UNITS

Under the provisions of Part 4A of the Health (*Treatment of Sewage and Disposal of Effluent and Liquid Waste*) Regulations 1974 owners must ensure arrangements are in place for maintenance of Aerobic Treatment Units (ATU's). The Regulations also state that only 'authorised persons' can conduct maintenance work on an ATU.

Service agents working directly for ATU companies do not need to be 'authorised persons' in their own right and do not have to meet these criteria.

Purpose

To define the minimum acceptable qualification and experience required to enable a person or company to be included on the Register of Authorised ATU Service Agents

Aim

To ensure only suitably qualified and competent persons or companies are included on the Register of Authorised ATU Service Agents.

To ensure ATU's are serviced correctly by competent contractors such that the risk to the public health and environment is reduced.

Application Process

Applicants seeking approval, to be 'Authorised Persons' for the purpose of Part 4A of the Regulations, shall apply in writing to the Executive Director Public Health (EDPH) at the Department of Health (DOH). The application along with any supporting documentation, such as references, service reports and maintenance agreements will then be assessed against the minimum criteria outlined in this policy.

An interview will then be arranged to review familiarity with relevant Western Australian legislation. Telephone interviews can be organised for persons unable to attend the DOH Shenton Park office.

Applicants will be notified in writing of the decision.

Assessment Criteria

The Executive Director Public Health, must be satisfied that the applicant is 'duly qualified' to carry out maintenance work on each type of aerobic treatment for which approval is sought. To assist with this, an assessment criteria was established.



The criteria to become an ATU Authorised Service Agent include:

1. A minimum of one year's experience for independent operators.

A minimum of one year's experience or 100 ATU services over a period of 6 months in the employment of or under the supervision of an Authorised ATU Service Agent; or other such equivalent experience in servicing ATU's. Proof of experience must be provided.

Unsupervised hands on experience and brief factory visits would not fulfil this requirement.

2. Completion of a recognized Aerobic Treatment Unit Service Training Course.

The approved training courses are listed below.

- “Operation of Wastewater Treatment Plants Volume 1” course offered externally by the California State University (CSU) Sacramento; Office of Water Programs. Contact CSU by e-mail: wateroffice@csus.edu and website www.owp.csus.edu.
- “Certificate IV in Domestic Wastewater Management” course run by TAFE, QLD. Contact SkillsTech Australia on 1800 654 447, or web www.skillstech.tafe.qld.gov.au
- “AWTS Maintenance Course” a nationally accredited course conducted by Broking and Environmental Training Australia (phone 02 4981 5487) through Goulburn Murray Water.

Requests for consideration of other courses by the DOH should demonstrate relevant equivalency and compliance with a national accreditation.

3. An interview with DOH on the relevant legislation requirements

Once the applicant has successfully completed the appropriate studies, then they will need to attend an interview with the DOH to demonstrate their familiarity with the Western Australian legislation. The knowledge of the following documents will be required:

- *Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations.* Available from the State Law Publisher on web www.slp.wa.gov.au
- *Code of Practice for the Design, Manufacture, Installation and Operation of Aerobic Treatment Units (ATUs) Serving Single Dwellings.* Available on web www.public.health.wa.gov.au



4. Documentation

The applicant will also need to provide for assessment and approval, the DOH with copies of the following documents:

- Service and Maintenance report,
- Maintenance agreement form,
- A Business Plan concerning the maintenance of each type of unit showing various documentation, equipment, materials and type and evidence of Public and Product Liability cover.
- Proof of access to spare parts, in particular pumps, blowers and chlorine supplies.
- Access to manufacturers service manuals for relevant ATU's.
- Proof of relevant experience
- Proof of approved training course completion.

More Information:

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