



ENVIROLET®: EMPTYING INSTRUCTIONS

Information on when and how to empty your system.

April 27, 2009 • Document link for printing: <http://go.sancorind.com/emptying>

IMPORTANT

Please use common sense and all normal sanitary precautions when emptying system. Treat your system as you would when cleaning any toilet. Wash hands thoroughly after emptying.

Introduction

Emptying the Envirolet® Composting Toilet System is a fast and easy process. Emptying involves using the Rake Bar to empty the composted material down into the soil collection tray.

Typical Emptying Times

- Emptying of your Envirolet® can be as little as once per year, depending on type and frequency of use.
- However, heavy use may require emptying more often.

Typical use and emptying periods:

Type of Use	Typical Emptying Times
Vacation Type Use <i>Cottage, cabin, seasonal pool cabana, etc.</i>	1-2 times per year
Full-Time Use <i>Home, year-round cottage, etc.</i>	2-3 times per year
Commercial Use <i>Construction site, golf course, warehouse, etc.</i>	2-4 times per year

Indications of Emptying Required

- The need and time to empty your system will be indirect relation to the frequency.
 - An indication that you need to empty your system is when the compost in the toilet system no longer reduces in height (from removal of water by evaporation and microbe-action) or if it appears to be full, then it is time to empty.
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Before you Empty - Emptying Wait Times

1. Please read entire emptying instructions carefully before you begin emptying process.
2. **Do not use** Envirolet® Composting System for **at least 48** hours before emptying. This is to allow for liquid waste and water recently added to system to have a chance to evaporate and/or drain from system. **If possible, leave the system for at least 72 hours without use before emptying.** This is highly recommended in Non-Electric and/or Systems that use water to flush (Low Water Remote and FlushSmart VF models).
3. During 48-72 hour wait period, please leave system running in **Position 2/Normal Mode** (Fans + Heater in AC Electric models or Dual Fans in 12VDC models) to speed up drying and evaporation process.

Systems used in residential homes (all-year round) will have to empty the system about once every 3-6 months.

How to Empty

Check System

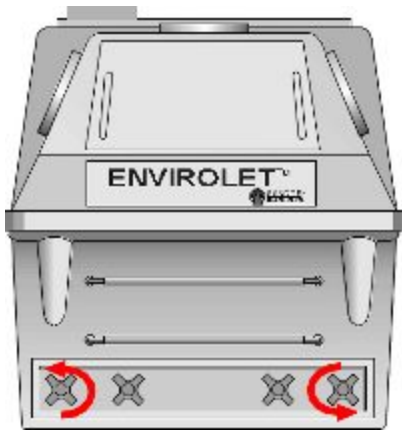
1. Before emptying, check inside Composting Unit through the toilet seat (Waterless Self-Contained models) or service panel (Waterless Remote, Low Water Remote or FlushSmart VF models) for wetness.
2. **Please follow empty wait time recommendations before emptying (discussed in previous section).**
3. If the mass inside your Envirolet® Composting Unit still appears very wet, add as much peat moss as needed to absorb the excess moisture and allow more time for evaporation prior to emptying the compost.

Remove Bottom Panel

4. To empty your Envirolet® it is necessary to remove the Bottom Panel for access to the soil collecting tray. (You may also need to remove the Bottom Panel to clean or inspect your 2-Stage pre-sediment filter.)

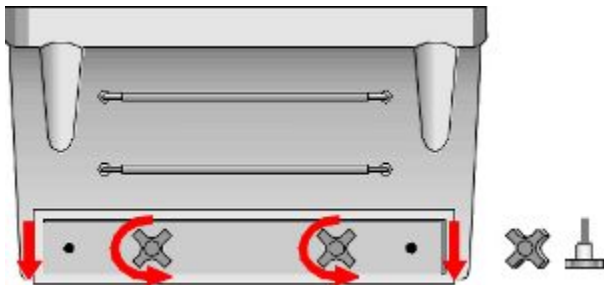
Outer Knobs

5. Turn the 2 outer knobs on the Bottom Panel counter-clockwise until they are completely removed.

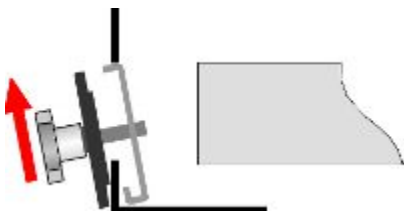


Inner Knobs

- Loosen the 2 inner knobs on the Bottom Panel counter-clockwise. It is best not to remove the inner knobs completely.

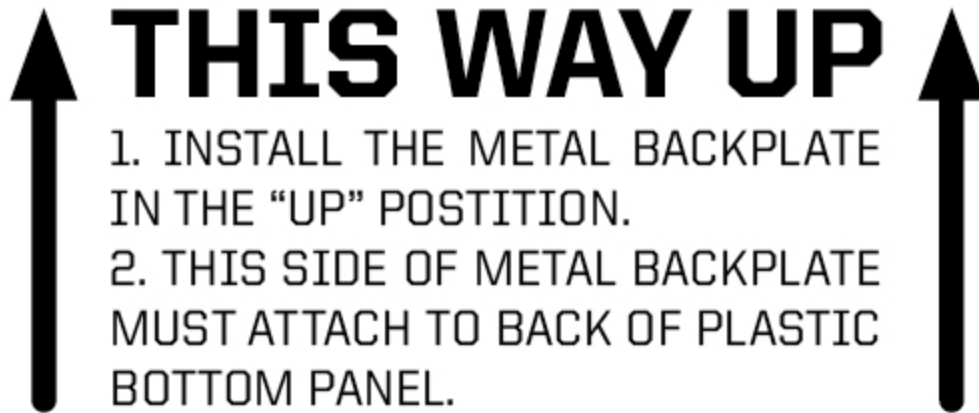


- With the 2 inner knobs still attached, but loose, push with your thumbs on the inner knobs to bring the plastic Bottom Panel towards yourself until it rests flush with knobs. Lower the panel downward slightly to bring the metal Back Plate through the opening in the system. Your Bottom Panel should now be removed.



- Take note of label on Metal Back Plate and re-install in same position when re-attaching.

Back Plate "This Way Up" label:



Remove Soil Collecting Tray (initial check)

9. Ensure that the soil collecting tray is empty by pulling it out. If Envirolet® has been use recently, liquid may be evident.



Soil Collecting Tray Removed from Waterless Self-Contained System

Replace Soil Collecting Tray

10. Push empty Tray back into position.

Use Rake Bar

11. Begin emptying compost by agitating the Rake Bar (bottom) on system front. This will release the composted soil into the empty tray. Check the Tray often to alert you when it is full. Depending on volume, you may have to empty the Tray more than once.

Rake Bar Note

The Rake Bar is a series of blade-like cutters with tiny rakes attached. It only pulls "in and out" approximately 2-3" or 5-8cm.

Remove Tray and Dispose of Compost

12. Dispose of the emptied compost properly, according to local guidelines. In most cases it can be disposed of in your flower garden, buried, sprinkled or in the forest. In some areas or jurisdictions you may be required to dispose of compost with your regular trash.

Clean Tray and Filters

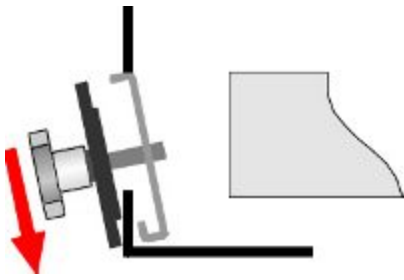
13. Emptying is a good time to clean the tray and the 2-Stage Pre-Sediment Filters (standard on all Envirolet® Non-Electric, 12VDC, Low Water Remote and FlushSmart VF models). These should be cleaned with a warm soapy water and rinsed prior to putting it back inside your system. Harsh chemicals are not recommended. Filters cloths are located in your tray (back corners) and the Filter Tube is located under your tray.

Check Gasket and Replace Tray

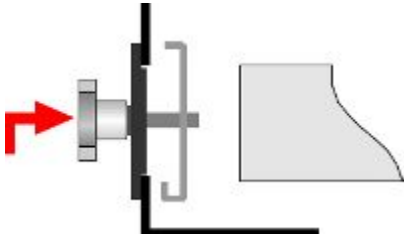
14. Before re-attaching the Bottom Panel, inspect your Bottom Panel Rubber Gasket to ensure it does not have any rips or tears that could cause a leak from your system. Also, be sure to replace soil collecting Tray for next time. **This is very important!**

Re-Attach Bottom Panel

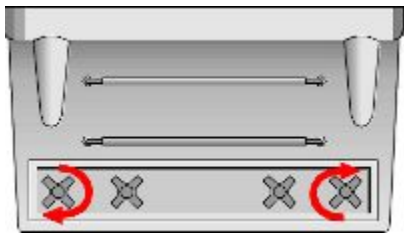
15. With the 2 inner Knobs still attached, but loose, push with your thumbs on the Knobs to bring the plastic Bottom Panel until it comes flush with the Knobs.
16. Place the metal Back Plate downward through the opening in the System. Be sure that the "L" edge of the metal Back Plate is on the top and the "C" edge is on the bottom. These edges point towards you when they are on correctly.



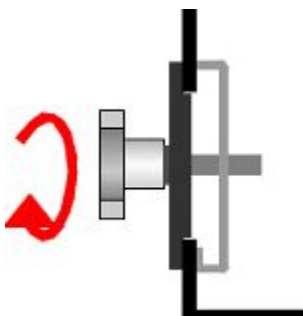
17. Line up the panel evenly and turn the 2 inner Knobs clockwise to tighten. Before completely tightening the inner Knobs, insert the 2 outer Knobs and turn clockwise to tighten.



18. Tighten all 4 Knobs. Make sure they are firmly attached. Do not over-tighten.



19. Check to make sure Bottom Panel is completely attached and that there are no air or liquid gaps.



Ready to Go!

Your Envirolet® System is now ready to use again! Refer to Start-Up and Operation section for more information about re-starting your system.



envirolet.com • envirolet.ca • envirolet.eu • envirolet.no

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