

CHAPTER 40

HANDLING OF DRINKING WATER

INTRODUCTION

To provide a guideline which shall be used to supply and maintain a sanitary system of drinking water for employees. The standards of the Texas Department of Health, Water Hygiene Division, must be followed.

PROCEDURE

A drinking water container must be impervious, heavy gauge, corrosion resistant, fully enclosed, and have a spigot at the bottom. The container must also be labeled "DRINKING WATER ONLY".

- The container should be kept off the ground or floor, preferably on a stand or rack designed for the purpose.
- Containers must be cleaned and sanitized on a daily basis during use.
- It must be scrubbed using a small size test tube brush or similar object.
- A chlorine or a bicarbonate cleaner should be used daily.
- **Water containers should be disinfected with a 50 ppm chlorine and water solution monthly.**
- Unauthorized employees shall not be allowed to remove the lid of the drinking water container.
- After cleaning, the containers shall be filled with ice and water maintaining sanitary conditions.
- Ice must not be allowed to touch the ground at any time.
- Once the containers are filled with ice and water, they must be sealed with tape, dated, and signed by the employee responsible for filled the cans.
- No employee, except water handling personnel and safety department personnel, shall remove the lids from drinking water containers.
- Employees shall not be allowed to wash hands or face from drinking water containers except in the case of an emergency.
- A supply of disposable drinking cups and a cup dispenser along with a trash bag will be provided with all drinking water containers.
- All employees working on the water supply delivery must be instructed in handling drinking water and associated equipment and instructed in personal hygiene.
- Two employees will be assigned to deliver water cans.
- Full containers weight approximately 80lbs.
- Water handling personnel shall maintain delivery trucks and filling points in a clean condition at all times.
- **Trash and water shall not be carried at the same time on a delivery truck.**

EMPLOYEE INSTRUCTIONS FOR HANDLING DRINKING WATER

During the cleaning, filling and distributing of drinking water these procedures must be followed:

1. In the event any employee is assigned the task of cleaning drinking water cans, he/she must first wash their hands thoroughly before beginning the task. Next the employee must wear plastic food handlers' gloves to prevent contamination.
2. The water can and its lid must be rinsed and scrubbed with baking soda using a long handle brush. Once scrubbing is complete, the can and lid must then be thoroughly rinsed. A test tube brush will be utilized to clean inside spigots.
3. When placing ice, transfer ice straight from freezer to can, use a clean scoop to remove ice from freezer. Before filling with water, allow water to flow from hose or nozzle for a few seconds to clear line. Be sure to place hose back onto hose rack so that it does not lie on the ground. If the hose is on the ground when you start to use it, wash it first. **Use ONLY potable water for use as drinking water.**
4. The lid should then be applied to the top of can, sealed with tape, dated and initialed by the employee. The lid should be sealed to prevent contamination from entering lid and prevent opening by other workers.
5. When distribution to sites are made, two employees will carry cans to prevent possible injury. The can at no time shall be set on the ground. The can shall be set so that no contamination may occur to the spigot dispenser. The water cans are generally to be placed on a stand outside unit boundaries.
6. A trash receptacle must be provided wherever water cans are located.