

HANDWASHING UNIT (TRAILER MOUNTED) INCIDENT COMPLIANCE CHECKLIST

Date: _____ **Time:** _____

INCIDENT NAME: _____ INCIDENT NUMBER: _____ RESOURCE #: E- _____

COMPANY/CONTRACTOR: _____

AGREEMENT NUMBER: _____

VIN/SERIAL #: _____

OPERATOR NAME: _____

EQUIPMENT REQUIREMENTS - HANDWASHING UNIT (TRAILER MOUNTED)

Type 1 – 12+ sinks

Type 2 – 8-11 sinks

Minimum Requirements

Not all inclusive; for additional clarification refer to agreement (SF-1449 section D)

YES NO

			YES	NO
1	Equipment VIN/Serial # matches Resource Order (Schedule of Items)	D.6.3.1		
2	Check-In Process Completed (Note: Also includes; Finance, and Plans)	D.6.5.3		
3	OF-296 Vehicle/Heavy Equipment Pre-Use Inspection Checklist completed	D.17		
4	Agreement (One complete copy)	D.8		
5	Handwashing Station Self-Contained: Includes a power source or generator for heating of water and adequate lighting for each sink	D.2.1.2.3		
6	Microbiological lab test results: (coliform / bacterial analysis report): Operator sent to lab within two business days after check-in.	D.2.1.2.1		
7	Potable water system: Filling hose and lines, pumps, tanks and distributing pipes separate and distinct from other water systems.	D.2.1.2.1		
8	Potable Water Tank: Both sides clearly labeled with “Potable” or “For Drinking Water Use Only” - Lettering is at least 4 inches in height. Tank capacity displayed in Gallons, both sides of tank or both cab doors - Lettering is at least 2 inches in height.	D.2.1.2.1		
9	Potable Water Tank: Minimum 250 gallons of potable water storage capability. Must meet potable water truck standards. Bladder bags are not acceptable. Arrived empty for inspection.	D.2.1.2.3		
10	Tank Vents: Downward facing, or otherwise protected vent opening. Vent is protected by appropriate screened cover, (non-toxic, and non-absorbent).	D.2.1.2.1		
11	Tank Drain: A bottom drain to facilitate complete discharge of water during sanitation procedures.	D.2.1.2.1		
12	If state does not do certification: Tank made of non-toxic, non-corrodible/non-absorbent materials or coated with non-toxic coatings (NSF International Standard 61) that can be adequately cleaned and sanitized.	D.2.1.2.1		
13	Openings: All hatches, inlets, outlets, and other openings are completely covered and sealed with tight fitting coverings, with permanently mounted food grade gaskets, and security locks.	D.2.1.2.1		

Minimum Requirements – continued**YES NO**

			YES	NO
14	Water inlets and outlets: Equipped with threaded or clamped caps, tethered to the ports with chain or cable.	D.2.1.2.1		
15	Tank Filling Mechanism: Overhead filling through a hatch opening at the top of the tank; the filling spout must not be allowed to intrude into the tank further than two diameters of the filling pipe above the highest water level that is possible when the tank is filled. If an overhead filler pipe is mounted on the vehicle, when not being used for filling, this pipe shall be capped at each end with threaded or clamped caps and tethered to the fittings at the ends of the filler pipe.	D.2.1.2.1		
16	Pumps, hoses, fittings, valves and similar equipment: Made of food-grade materials or materials meeting NSF International Standard 61 and shall be kept clean, disinfected and operated or handled in a manner that prevents contamination and capped or closed when not in use. Use of galvanized pipes or fittings is prohibited.	D.2.1.2.1		
17	Pump: Only those which can be readily disassembled to demonstrate the condition of the impeller and impeller chamber shall be used. The contractor shall have available at all times the manufactures product data information that demonstrates the materials in the pump housing are made of food grade material or the pump is suitable for domestic sanitary or potable water use. (if applicable)	D.2.1.2.1		
18	Hoses: Shall have threaded or clamped caps. Caps shall be in place when hoses are not in use. Hoses in storage compartments must also be capped.	D.2.1.2.1		
19	Hoses: Shall be labeled at both ends to identify their use (i.e. gray or potable).	D.2.1.2.3		
20	Gray Water: Minimum of 500 gallons of gray water storage capability.	D.2.1.2.3		
21	Gray Water: Bladder bags used for gray water storage have the size and use labeled on them in a conspicuous place in letters and numbers no less than 4 inches in height.	D.2.1.2.3		
22	Dispensers: Minimum of one enclosed paper towel dispenser and one liquid soap dispenser for every 2 sinks, fully stocked paper towels and phosphate-free liquid soap	D.2.1.2.3		
23	Mirrors: One mirror for each sink – OR - one solid mirror of sufficient length and height which provides viewing at each sink	D.2.1.2.3		
24	Wash Basin (sink): Minimum of 8 wash basins (sinks), each shall provide hot water and cold water through a mixing faucet that allows for the washing of both hands while the water is running and have continuous hot water heating capable of maintaining up to 110 degrees F.	D.2.1.2.3		
25	Wash Basin (sink): Ability to hold water with built in or permanently attached stoppers.	D.2.1.2.3		
26	Unit Clean: Unit shall be kept clean, fully stocked and in sanitary conditioned	D.2.1.2.3		
27	Provisions made so no one is standing in water puddles or mud on the ground adjacent to the sinks	D.2.1.2.3		
28	Logbook: Record of activities on board the vehicle showing water source location, dates, and times of loading, unloading, chlorine residual test results, cleaning/sanitizing, and other operational items as deemed necessary. Entries current and up	D.2.1.2.1		
29	Chlorine Residual Test Kits available:	D.2.1.2.1		

- Equipment meets agreement specifications Equipment does not meet agreement specifications

Inspector: _____ Date: _____
(Print and sign)

Contractor: _____ Date: _____
(Print and sign)

- Contractor given the opportunity to correct noted deficiencies (*See Remarks*)

- Contractor successfully corrected noted deficiencies

Inspector: _____ Date: _____

REMARKS: _____

