POTABLE WATER TRUCK INCIDENT COMPLIANCE CHECKLIST ***Date:*** _____ ***Time:*** _____

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

COMPANY/CONTRACTOR: _____

AGREEMENT NUMBER: _____

EQUIPMENT MAKE: _____ MODEL: _____

VIN #: _____LICENSE PLATE, State and # _____

OPERATOR NAME: _____ DRIVER'S LIC. # _____

EQUIPMENT and OPERATOR REQUIREMENTS POTABLE WATER TRUCK

Type 1: 4,000+ gallons ☐ Type 2: 2,500 → 3,999 gallons ☐ Type 3: 1,000 → 2,499 gallons ☐ Type 4: 400 → 999 gallons ☐

			Yes	No
1	**Equipment VIN/Serial # matches resource order** (Schedule of Items)	D.6.3.1		
2	**Check-In Process Completed**	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	**Potable Water Tank:** Arrived empty for inspection (unless requested otherwise by the incident)	D.2.1.2.1		
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	**Chlorine Residual Test Kits available:** Contractors shall maintain a free chlorine residual level of 0.2 parts per million (ppm) up to 1.0 ppm at all times	D.2.1.2.1		
8	**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 to date	D.2.1.2.1		
9	**Cleaning and Sanitizing:** Written procedures for equipment cleaning and sanitizing shall be maintained by the Contractor and shall be kept with the hauling vehicle at all times.	D.2.1.2.1		
10	**Tank Certification:** If required by the State or local health authority, a seal or sticker affixed to the tank shall be visible at all times indicating that the tank is in compliance with State or local health authority requirements. If inspection and certification of the tank is required by the State or local health authority but stickers are not provided, a copy of the certification shall be kept in the transport vehicle.	D.2.1.2.1		
11	**Potable Water Tank:** Both sides clearly labeled with "Potable" or "For Drinking Water Use Only", Lettering is at least 4 inches in height and tank capacity displayed in Gallons, lettering at least 2 inches in height.	D.2.1.2.1		

	Minimum Requirements – continued		Yes	No
12	**Name, City, and State of Contractor:** On both sides of the tank or on both truck cab doors in lettering at least 2 inches in height.	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		
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 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		
16	**Tank Drain:** A bottom drain to facilitate complete discharge of water during sanitation procedures.	D.2.1.2.1		
17	**Tank Filling Mechanism:** An approved backflow prevention device complying with Uniform Plumbing Codes 603.3.1, 2, 3, 4, 5 and 8 such as acceptable double check valves on the direct filling connection to the tank. No connections shall be located between the tank and the check valve.	D.2.1.2.1		
18	**Overhead Filling:** If 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. 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		
19	**Backflow:** There shall be no backflow or cross connection between potable water systems and any other systems. Pipes and fittings conveying potable water to any fixture, apparatus, or equipment shall be installed in such a way to prevent backflow. Waste pipes from any part of the potable water system, including treatment devices, discharging to a drain, shall be suitably protected against backflow.	D.2.1.2.1		
20	**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 or potable water use. (if applicable)	D.2.1.2.1		
21	**Approved spark arrester:** On all naturally aspirated auxiliary engines	D.2.1.2.4		
22	**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		
23	**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		
24	**Hoses:** Hoses shall be marked/labeled at each end "potable water"	D.2.1.2.1		
25	**Sanitation:** All equipment surfaces intended for potable water contact, including source fill point equipment, containers, caps, tanks, hoses, valves, and fittings shall be inspected, washed, rinsed, sanitized, and replaced as often as necessary to effect and maintain sanitation of such surfaces.	D.2.1.2.1		

	Minimum Requirements – continued		Yes	No
26	**Valved Outlets for filling canteens or other water containers**: Minimum of seven evenly spaced, on a minimum 1 ½ pipe, with effective back flow prevention (check valves), and capped. *Note: Threaded facets require vacuum breakers.*	D.2.1.2.1		
27	**Fire Extinguisher: 2A 10BC** Securely mounted to the vehicle; accessible by the operator and current annual inspection tag	D.2.1.2.4		
28	**Flashlight**	D.2.1.2.4		
29	**Back-Up Alarm:** 87 decibels, dBA per SAE J994	D.2.2		
30	**Brakes on all axles**	D.2.3		
31	**All vehicles 36,000 GVWR or greater shall be installed with an operator controlled auxiliary braking system in addition to the service brakes (i.e., engine retarder, transmission retarder, driveline retarder, or exhaust retarder)**	D.2.3		

☐ 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)***

☐ Contactor successfully corrected noted deficiencies

Inspector: _____ Date: _____

REMARKS: _____