

Work Method Checklist

Tool Disinfection Check List Form #: A02.01

✓ If complete N/A If not applicable

The Supervisor IV ensures that:

1. ____ All required equipment and materials are coordinated, selected and acquired.
2. ____ Before any work begins all staff are wearing the safety equipment required.
3. ____ WHIMS procedures are followed.
4. ____ Any item that has come into contact with a sewer repair is disinfected prior to use on the water distribution system.
5. ____ Debris is removed from tools and equipment before disinfection.
6. ____ Each item is sprayed completely with a minimum 5% sodium hypochlorite solution.
7. ____ The disinfectant contact time is 7 to 10 second, longer if the solution is cooler than 24° C (75° F).
8. ____ Sodium hypochlorite solution does not dry during the 7 to 10 second contact time.
9. ____ Items are scrubbed thoroughly with a clean rag.
10. ____ Items are rinsed clean with a minimum 5% sodium hypochlorite solution.
11. ____ Tools and equipment air-dry before putting into storage or returning to work.
12. ____ Once tools are completely dry, they are oiled or greased with biodegradable oil.
13. ____ Proper cleaning methods are adhered to.
14. ____ Work area is clean, safe and tidy during and at the completion of the tool disinfection.
15. ____ Disinfectant applicator is refilled.

FEEDBACK:

NON-COMPLIANCE:

Date:

Signature:

WRR #

Address:

CORRECTIVE ACTION:

Date:

Signature: