



Diamond Environmental Services, LP

FIELD PROCEDURES FOR SERVICING PORTABLE

2 BASIN HAND WASH SINKS

**DES-FLD
001**

1.0 Purpose

The purpose of this procedure is to define the process for servicing of the 2-basin hand wash station once it is on the customer's site. The procedure describes the process for cleaning of the 2-basin hand wash stations. This procedure covers all makes and models of the 2-basin hand wash stations rented by Diamond Environmental Services.

2.0 Scope

The scope of this procedure includes all activities and processes associated with for cleaning of the 2-basin hand wash stations.

3.0 Forms to use

- 3.1** Service trucks are equipped with GPS that is used to track the driver routes and completion of portable services.

4.0 References

- 4.1** 29 CFR§1915.88(e)(2)(i)
4.2 29 CFR§1915.88(e)(2)(ii)

5.0 Definitions

None

6.0 Exclusions

None

7.0 General rules

The procedures below must be followed to ensure each portable 2-basin hand wash station is maintained in a clean and sanitary condition

8.0 Procedure

- 8.1** Pull service truck within 25 ft. of sink-unit
- 8.2** Visually inspect the sink-unit for cracks, leaks, missing or broken parts – fix or replace
- 8.3** Pump gray water from waste tank
- 8.4** Scrub sink-unit surface with soap & water using scrub-brush
- 8.5** Spray sink-unit with fresh water from top to bottom
- 8.6** Fill the sink-unit with the fresh water
- 8.7** Re-secure the units supply water fill-port cap and waste port cap
- 8.8** Wipe down entire unit
- 8.9** Restock (fill) the paper towels and soap dispensing reservoirs

9.0 Training of Employees on Portable 2-Basin Hand Wash Sink Servicing Procedures



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- 9.1 Train employees on servicing procedures thoroughly in order to create concise understanding of protocol,
 - 9.2 Demonstrate this procedure to employees physically,
 - 9.3 Observe employees performing procedure and correcting behavior as needed,
 - 9.4 Perform refresher training as needed.
 - 9.5 Conduct routine supervisory field inspections to ensure procedural compliance; identify and address training needs.
- 10.0 **Distribution of the Procedure**
This procedure will be distributed to customers upon written request