

Potable Water Tank Cleaning Checklist

Pre-Cleaning

- ☐ Notify users of water supply interruption
- ☐ Turn off water supply to tank
- ☐ Drain existing water from the tank
- ☐ Wear appropriate personal protective equipment (PPE)

Inspection

- ☐ Inspect tank for visible damage or corrosion
- ☐ Check inlet/outlet pipes and fittings

Cleaning

- ☐ Remove all sediment and sludge from the bottom
- ☐ Clean inner surfaces with brush or pressure washer
- ☐ Rinse the tank thoroughly

Disinfection

- ☐ Apply approved disinfectant solution
- ☐ Ensure contact time as per guidelines
- ☐ Rinse tank to remove disinfectant

Post-Cleaning

- ☐ Refill tank with potable water
- ☐ Check for leaks
- ☐ Restore supply to users

Notes

Cleaned by:

Date: