Sanitizing a bottled watercooler

Take the electrical plug from the wall outlet

Take the bottle off the cooler

Put on disposable gloves

Remove the waterguard from the reservoir. Remove the baffle and place a plug into the hot-water inlet. (If applicable)

Measure 30 ml of Rinse and pour this into the reservoir (while the water is still in the reservoir). Brush all sides and bottom of reservoir Allow a contact time of 5 minutes.

Brush the reservoir and the baffle using some sanitation product and place to one side in a clean area. Take half a cup from each faucet (to make sure that the product also reaches the inside piping up to the faucet).

Clean the exterior of the cooler with a clean dry cloth and disinfectant spray paying particular attention to the tap area and drip tray.

Carefully dry the parts of the waterguard using a lint free drying cloth and place it back into the cooler.

Now use a stainless steel jug or bucket to empty the reservoir containing water + sanitation fluid. Then remove the plug from the hot-water inlet (If applicable) and place the baffle back into the reservoir.

Place the bottle back onto the cooler ensuring you have sprayed the spike with a sanitizing spray (If it is a new bottle, make sure the seal is removed)

While the reservoir fills itself up, use a broad brush to remove the dust from the back of the cooler.

Take the bottle off the cooler and empty the reservoir a second time. Then move the cooler back to its original location, place the bottle back onto the cooler and put the electrical plug into the wall outlet. Spray into the faucets from underneath using a Sanitizing Spray

Fill out the sanitisation card and hang it onto the cooler.

Make sure everything is tidy when you are done and perform a final check. Pass all this information on to the office regarding repairs/faults ensuring it is also noted on the paperwork.

Bott/WARR/TC/Oct11