WELL EXPERT CLEANING

Water Tank Cleaning Checklist

Before, during and after the clean · use it to confirm each step happened, never to enter the tank

Date: _____ **Contractor:** _____ **Approval / permit no.:** _____

Tank location: _____ **Capacity:** _____ **Material:** _____

BEFORE THE CLEANING

Confirm before any work starts

- ☐ Contractor approval and permit number confirmed
- ☐ Date agreed and occupants told that water will be off
- ☐ Alternative water arranged for the whole job
- ☐ Written method statement received
- ☐ Confined space safety arrangements confirmed
- ☐ Tank capacity, location and material noted
- ☐ Lid, vents and overflow photographed before work starts

DURING THE CLEANING

Check that each step was done

- ☐ Tank isolated and drained
- ☐ Sediment and sludge removed
- ☐ Walls, floor and roof scrubbed and rinsed
- ☐ Disinfectant approved for drinking water applied for the required contact time
- ☐ Tank flushed until no residue remains
- ☐ Valves, float valve, overflow, ladder and lid seals inspected
- ☐ Damage such as cracks, corrosion or leaks reported to you

AFTER THE CLEANING

Do not use the water for drinking until it has been tested

- ☐ Tank refilled and water tested before drinking use
- ☐ Chlorine residual, clarity, taste and odour checked
- ☐ Microbiological result received, if the contractor provides one
- ☐ Taps flushed and supply restored

Water Tank Cleaning Checklist

Before, during and after the clean · use it to confirm each step happened, never to enter the tank

RECORDS TO KEEP

A good certificate shows all of these

- ☐ Date of the clean _____
- ☐ Tank location and capacity _____
- ☐ Contractor approval number _____
- ☐ Method used _____
- ☐ Water test results _____
- ☐ Signature of the contractor _____
- ☐ Water test report filed with the certificate _____
- ☐ Next clean due date written down and a reminder set _____

Dubai Municipality advises that water tanks be cleaned and disinfected at least every six months, using approved companies. Other emirates have their own rules, so check with your municipality or building management for the written requirement. Clean sooner after a leak, flooding, a long period of disuse or any change in the water colour or smell.

ISSUES OR DAMAGE REPORTED

_____

_____

_____

_____

_____

Cleaned by (contractor)	Checked by	Time in / out