

STANDARD OPERATING PROCEDURES FOR FILLING CHLORINE / ACID VATS

1. Purpose:

To provide a procedure which outlines the responsibilities of all employees at the Memorial Sports Centre of the Town of Fort Frances for filling chlorine / acid vats

2. Responsibility:

All employees at the Memorial Sports Centre are responsible for understanding and carrying out the responsibilities and duties outlined in the policy.

3. Procedure:

- a) Bring in required amount of acid or chlorine jugs from the storage room.
- b) Put on required personal protective equipment including MSA mask, faceshield, and rubber gloves**
- c) Remove lid from appropriate vat
- d) Open one jug / container at a time and decant into vat. **Avoid splashing** and replace cap.
- e) Add water to vats using the hose provided. The ratio is 1 to 1 for sodium hypochlorite solution. The ratio is 10 to 1 for an acid solution.
- f) Replace the lid on the vat
- g) Remove personal protective equipment
- h) Take the acid jugs directly to the dumpster
- i) Take the chlorine jugs back to the store room for recycling

4. Personal Protective Equipment:

- a) MSA Mask, Face shield, Rubber Gloves.