

## 1. Introduction

This document defines the procedure for washing bins at the Knowl Hill Facility. When wheeled bins have been emptied of waste, they are cleaned and visually inspected for damage before re-entering the healthcare environment. All bins are mechanically cleaned using one of two New-Smith steam-activated bin washers. Hand or pre-washing can also take place to remove stubborn stains prior to the mechanical cleaning. The mechanical cleaner contains disinfectant to aid cleaning. This process does not require a Permit to Work.

## 2. Intended Audience

All Operatives and Supervisors at the Knowl Hill Facility.

## 3. Procedure

### 3.1 Bin Washing Pre-Considerations

**Before commencing mechanical bin washing operations, the Site Operative must:**

- Have read and understood this procedure and the associated risk assessment RA-KNO-CL-077.
- Read and understood the COSHH Assessment for the detergent being used.
- On occasion, empty bins may be delivered to the Hydroclave facility double-stacked inside each other. Removing 360ltr or 770ltr bins must be carried out by 2 people, laying the bin on the floor before removing the inner bin. 240ltr bins may be removed by 1 person though ask for help, if required.
- Visually inspect inside each wheeled bin to remove any obvious contamination using a refuse litter picker.
- Loose needles or other sharp items may be found in the bin. These must be placed in a sharps container located near the bin wash.
- Visually inspect the inside and outside of the bin to determine whether a hand pre-wash is required.

### 3.2 Hand Pre-Wash Procedure

The Site Operative must ensure that:

- Pre-washing takes place only in the designated area, at the front of the bin washers.
- First remove all stickers from the bin, except for the barcode.
- Ensure that the pump is securely fitted, and you are wearing eye protection before pumping some detergent from the barrel into a 5 litre container to use for pre-washing.
- Dilute some bin wash chemical with water into a 30 litre bin and, using a brush, clean the inside and the outside of the bin.
- Move the pre-washed bin to the mechanical bin washer for further cleaning.
- Any solid residues must be placed in a one-way burn bin and marked accordingly for disposal at the incinerator.



### 3.3 Mechanical Bin Washing Procedure

The Site Operative must ensure that:

- Bins requiring a pre-wash have been pre-washed.
- The daily maintenance has been completed (see Section 3.4 below) and any actions or discrepancies have been rectified.
- Report any equipment defects to the Waste Facility Manager/Assistant Manager.

- Carry out the following pre-use check:
  - Turn on the power.
  - Check the water level is ok and that the drain valve is closed.
  - Check that the detergent level is ok (replace drum if required).
  - Check that the dosing unit is working.
  - Open the steam valve.
  - Check that the timer is correct.
- Wear the appropriate PPE, as detailed below.
- Load the bin into the Bin Washer, close the door and press the start button.
- Once the washing cycle has finished, open the door and inspect the bin to make sure it is clean. If it is not, re-load and wash again.
- Check the integrity of the bin. Any damaged bins must be moved to the repair shed for repair.
- Move the bin to its storage area with its lid closed. Ensure that the bin storage area has enough space to store the bins and the ground is free from defects. If there are any issues, raise a Near Miss.

The water reservoir may become contaminated before the end of the shift; the unit may be cleaned in accordance with Section 3.4. This additional unit cleaning is completed at the discretion of the Operator.

**The door must be kept closed when the bin washer is not in use.**

### 3.4 Bin Washer Maintenance Checks

**On a daily basis – once per shift, the Site Operative must:**

- Turn off the bin washing machine and allow the unit to cool for a minimum of an hour. Where necessary, purging with cold water will aid cooling.
- Turn the power off – to electrically isolate the unit.
- Drain the water reservoir and remove any debris.
- Clean inside the bin washing unit with a hose to remove debris.
- Place any debris from the reservoir or unit into a one-way burn bin, clearly labelled as “Bin Wash Residue” and send for incineration.
- When the water reservoir is refilled, ensure that an appropriate dosage of cleaning / disinfecting agent is manually added. Usually 0.5 litres.
- The current dosage rate is 1/4 litre per hour of cleaning / disinfecting agent. At this concentration the solution will function as an effective bacteria control during the washing cycle.
- Any steam leaks must be reported immediately to the Waste Facility Manager/Assistant Manager.

## 4. PPE

When washing wheeled bins, the following PPE must be used at all times:

PPE	Hydroclave Operator	Hydroclave Supervisor
Hi-Vis	✓	✓
Coveralls		
Gloves (Red PVC Knit Wrist)	✓	✓
Face Mask (FP2)		
Safety Footwear with midsole and toe protection	✓	✓
Chemical Resistant Safety Glasses	✓	✓

## 5. Associated Documents/Records

- PPC Permit – YP3237SD
- SO-KNO-CL-001 PPE Pre-requisites
- SO-KNO-CL-002 Training Pre-requisites
- COSHH Assessment
- Plant Defect Report
- RA-KNO-CL-077 Risk Assessment
- Operation and Maintenance Manual for Bin Washers