

Safe Work Instruction (SWI) Waste Pump Filter Maintenance

SECTION 1: SAFE WORK INSTRUCTION DETAILS

Task and Scope	This SWI is applicable to all Orange Sky personnel and describes safe work methods to be followed when conducting a waste pump filter clean to an Orange Sky Laundry, Shower or Hybrid Van.
Hazards and risks	<ul style="list-style-type: none"> • Slips, trips + falls, contact with waste water, access/egress from van.
Equipment required	<ul style="list-style-type: none"> • Hose + clean water access.

SECTION 2: PERSONAL PROTECTIVE EQUIPMENT THAT MUST BE WORN WHEN PERFORMING THIS TASK

SECTION 3: SAFE WORK INSTRUCTION

STEP NO.	TASK/ACTIVITY DESCRIPTION	CONTROL MEASURES AND PRECAUTIONS
HEADING		
	Ensure that the waste tank is empty by running the waste pump until dry.	<ul style="list-style-type: none"> • Ensure the vehicle is parked on a level surface, in park with the handbrake engaged. • When unwinding and winding the hoses, be sure to maintain a secure stance and slowly unwind or wind the use by applying the hand over hand technique for safe operation of the hose reel. • Use trip guards along hose lengths to prevent trips / falls.

Safe Work Instruction (SWI) Waste Pump Filter Maintenance

SECTION 3: SAFE WORK INSTRUCTION

STEP NO.	TASK/ACTIVITY DESCRIPTION	CONTROL MEASURES AND PRECAUTIONS
----------	---------------------------	----------------------------------

Remove the filter and translucent housing from its body by turning it anti-clockwise.

- Gloves and eye protection shall be worn to prevent exposure to waste water to reduce the risk of transferred disease through contaminated hands, inhalation of the water and contact with broken skin.

Note: In laundry vans, the filter is located next to the waste pump beside the sliding door footwell. In shower + hybrid vans, the filters are located on the rear pump wall.

- Enclosed footwear is to be worn.

Use a hose to lightly wash out the filter body (attached to the tank), filter and translucent housing.

- Eyewear is to be worn.
- Be mindful of slip hazards due to wet surfaces.



Once clean, re-attach the filter to its body by turning it clockwise until hand tight.



SECTION 4: SAFE WORK INSTRUCTION APPROVAL

Approved by	NAME	POSITION	DATE
-------------	------	----------	------

Document Number:
Revision Number:

OSA-AUS-AHQ-RMG-SWI-xxx Issued Date:
Draft 0.1 Page Number:

Insert date
2 of 2