

# How to take care of a handwashing station



- **Place hand washing station near a water source** to ensure that the drum can be filled with a hose, buckets, or directly from a water tanker if using a large station.
- **Fill the water drum with clean water every morning.** Do not use dirty or muddy water.
- **Do NOT add chlorine to the water drum.** Soap is more effective in killing COVID-19 germs. Chlorine makes the water less safe to dispose.
- **Check the water level** in the main drum at least once a day to ensure it stays full, especially after high-volume hours of use.
- **Check and empty the wastewater bucket frequently.** Do not let it overflow. COVID-19 does not live in water, so you can dispose of the water on plants and in drains.
- **Clean the water bucket/tank once a week.** Clean the tap, pedals, soap dispensers and frequently touched surfaces. **Ensure there is no algae or silt inside the bucket/drum** by scrubbing the inside walls with a brush or broom. Drain the water, scrub, and then rinse. When the tank is clean, refill with clean water.
- **Ensure the hand washing station always has a supply of soap.**
- **Hand drying is preferred to avoid transfer of germs from towels and rags. If providing single-use tissues for drying, ensure a large trash bin.** Tell people to air dry their hands as much as possible. If using a waste bin for tissues, dispose of used tissues regularly and ensure bin does not overflow.
- Ensure that if there is a line at the hand washing station, people **maintain social distance of three meters.**
- **Do NOT drink the water.** It is for hand washing only.