

# Sanitation and Hygiene Facilities and Procedures

WAC 296-800-230

## Summary

### YOUR RESPONSIBILITY:

To provide safe drinking (potable) water, bathrooms, washing facilities, eating areas and garbage and waste disposal in your workplace

You must

### GENERAL REQUIREMENTS FOR ALL WORKPLACES

#### DRINKING WATER

Provide safe drinking (potable) water in your workplace  
WAC 296-800-23005 ..... Page 230-4

Clearly mark water outlets that are not-fit-for-drinking  
(non-potable)  
WAC 296-800-23010 ..... Page 230-5

Make sure that systems delivering the not-fit-for-drinking (non-potable)  
water prevent backflow into drinking water systems  
WAC 296-800-23015 ..... Page 230-7

#### BATHROOMS AND WASHING FACILITIES

Provide bathrooms for your employees  
WAC 296-800-23020 ..... Page 230-7

Provide convenient, and clean washing facilities  
WAC 296-800-23025 ..... Page 230-9

-Continued-



# Sanitation and Hygiene Facilities and Procedures

WAC 296-800-230

## Summary

### WAC 296-800-230 (Continued)

#### EATING AREAS AND FOOD SERVICES

Make sure eating areas are safe and healthy  
WAC 296-800-23040 ..... Page 230-9

Follow these requirements if you provide food service to your  
employees  
WAC 296-800-23045 ..... Page 230-10

#### GARBAGE AND WASTE DISPOSAL

Dispose of garbage and waste safely  
WAC 296-800-23050 ..... Page 230-10

Remove garbage and waste in a way that doesn't create a  
health hazard  
WAC 296-800-23055 ..... Page 230-11

#### LUNCHROOMS AND PERSONAL SERVICE ROOMS

Provide a separate lunchroom if employees are exposed to toxic  
substances if they are allowed to eat and drink on the job site  
WAC 296-800-23060 ..... Page 230-11

Provide showers when required for employees working with  
chemicals  
WAC 296-800-23065 ..... Page 230-12

Provide change rooms when required  
WAC 296-800-23070 ..... Page 230-13

Make sure any work clothes you provide are dry  
WAC 296-800-23075 ..... Page 230-13

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# Sanitation and Hygiene Facilities and Procedures

WAC 296-800-230

## Rule

### WAC 296-800-230 (Continued)



**Note:**

Some industries may have additional rules on bathrooms and washing facilities. Some examples include:

<u>Industry</u>	<u>WAC</u>
Agriculture; Indoor Sanitation and Temporary Labor Camps.....	Chapter 296-307 WAC
Carcinogens; General Regulated Area Requirements .....	WAC 296-62-07308
Charter Boats.....	WAC 296-115-050
Compressed Air Work.....	WAC 296-36-160(5)
Construction .....	WAC 296-155-140
Temporary Labor Camps.....	WAC 296-24-12507



# Sanitation and Hygiene Facilities and Procedures

WAC 296-800-230

## Rule

### DRINKING WATER

WAC 296-800-23005

### Provide safe drinking (potable) water in your workplace

#### You must

- (1) Provide safe drinking (potable) water for employees for:
  - Washing themselves.
  - Personal service rooms.
  - Cooking.
  - Washing premises where food is prepared or processed.
  - Washing food, eating utensils, or clothing.
- (2) Make sure when providing movable or portable drinking water dispensers that they are:
  - Capable of being closed.
  - Kept in sanitary condition.
  - Equipped with a tap.
- (3) Prohibit employees from:
  - Using shared drinking cups or utensils.
  - Using open containers such as barrels, pails, and tanks that require employees to dip or pour drinking water, even if the containers have covers.

**-Continued-**



# Sanitation and Hygiene Facilities and Procedures

WAC 296-800-230

## Rule

### WAC 296-800-23005 (Continued)



#### Definition:

- Potable water is water that you can safely drink that meets specific safety standards prescribed by the United States Environmental Protection Agency's *National Interim Primary Drinking Water Regulations*, published in 40 CFR Part 141, and 40 CFR 147.2400.
- Personal service rooms are used for activities not directly connected with a business' production or service function such as first aid, medical services, dressing, showering, bathrooms, washing and eating.

### WAC 296-800-23010

#### Clearly mark the water outlets that are not-fit-for-drinking (non-potable)

#### You must

- (1) Mark water outlets that aren't fit for drinking (nonpotable), such as those used for industrial processes or firefighting, so they won't be used for:
  - Drinking
  - Washing themselves, except in emergencies
  - Cooking
  - Washing food, eating utensils, or clothing.
- (2) Prohibit the use of nonpotable water containing substances that could create unsafe conditions such as:
  - Concentrations of chemicals, such as lead or chlorine
  - Fecal coliform bacteria.

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# Sanitation and Hygiene Facilities and Procedures

WAC 296-800-230

## Rule

### WAC 296-800-23010 (Continued)



**Note:**

As long as the nonpotable water is free of substances that could create unsafe conditions, the water can be used for cleaning both:

- Work premises used for activities other than food preparation or processing.

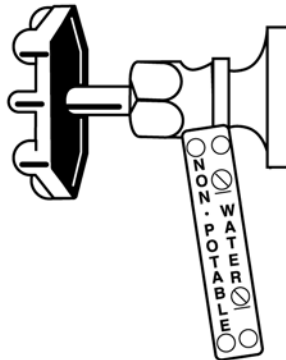
**and**

- Personal service rooms, such as bathrooms.



**Reference:**

You may need to follow additional requirements for emergency washing facilities. See WAC 296-800-150, First Aid for more information.



Outlets for water not fit to drink must be marked.

# Sanitation and Hygiene Facilities and Procedures

WAC 296-800-230

## Rule

### WAC 296-800-23015

#### Make sure that systems delivering not-fit-for-drinking (nonpotable) water prevent backflow into drinking water systems

##### You must

- Make sure that systems delivering not-fit-for-drinking (nonpotable) water prevent backflow into drinking water systems.

### BATHROOMS AND WASHING FACILITIES

#### WAC 296-800-23020

##### Provide bathrooms for your employees



##### Exemption:

You don't have to provide bathrooms:

- For mobile crews or at work locations not normally attended by employees, if there is transportation immediately available to nearby bathrooms that meet the requirements of this section.

##### You must

(1) Provide bathrooms with the appropriate number of toilets for your employees at every workplace based on Table 1.

- Have the appropriate number of toilets for each gender, based on the number of male and female employees at your workplace.
  - For example, if you have 37 men and 17 women, you need to have 3 toilets for the men and 2 toilets for the women, based on Table 1.
- Make sure each toilet is in a separate compartment with a door and walls or partitions for privacy.

**-Continued-**



# Sanitation and Hygiene Facilities and Procedures

WAC 296-800-230

## Rule

### WAC 296-800-23020 (Continued)

**Table 1**  
**Required Number of Employee Toilets**  
**at Every Workplace**

Maximum Number of Employees Present at Any One Time During a Shift	Minimum Number of Toilets Required
1 to 15	1
16 to 35	2
36 to 55	3
56 to 80	4
81 to 110	5
111 to 150	6
Over 150	One additional toilet for each additional 40 employees



**Note:**

A shared bathroom (multiple toilets without enclosures) counts as one toilet no matter how many toilets it contains. In bathrooms used only by men, urinals may be substituted for up to 1/3 of the required toilets.

### You must

- (2) Provide toilet paper and a toilet paper roll holder for each toilet.
- (3) Make sure bathrooms are maintained in a clean and sanitary condition.
- (4) Make sure the sewage disposal method doesn't endanger the health of employees.



**Exemption:**

Separate bathrooms for men and women aren't required if the bathroom:

- Will only be occupied by one person at a time.
- Can be locked from the inside.
- Contains at least one toilet.

# Sanitation and Hygiene Facilities and Procedures

WAC 296-800-230

## Rule

### WAC 296-800-23025

#### Provide convenient, and clean washing facilities



##### Exemption:

You do **not** have to provide washing facilities for:

- Mobile crews, or work locations not normally attended by employees, if there is immediately available transportation to nearby washing facilities that meet the requirements of this rule.

#### You must

- Provide convenient and clean washing facilities for employees including:
  - Sinks or basins for personal washing.
  - Hot and cold water, or lukewarm (tepid), running water in each sink and basin.
  - Hand soap or similar cleaning agents.
  - One of the following:
    - Individual paper or cloth hand towels
    - Individual sections of clean continuous cloth toweling
    - Warm air blowers for drying hands, located near the sinks and basins.

### EATING AREAS AND FOOD SERVICE

#### WAC 296-800-23040

#### Make sure eating areas are safe and healthy

#### You must

- (1) Make sure employees aren't allowed to eat and drink in:
  - Bathrooms
  - Area exposed to toxic substances
- (2) Make sure food isn't stored in bathrooms or areas exposed to toxic substances.





# Sanitation and Hygiene Facilities and Procedures

WAC 296-800-230

## Rule

**WAC 296-800-23045**

**Follow these requirements if you provide food service to your employees**

### You must

- Make sure all food service facilities and operations you make available follow sound hygiene principles.
- Make sure the food is:
  - Unspoiled.
  - Protected from contamination during processing, preparation, handling, and storage.

## **GARBAGE AND WASTE DISPOSAL**

**WAC 296-800-23050**

**Dispose of garbage and waste safely**

### You must

- (1) Make sure garbage containers are:
  - Kept in clean and sanitary condition.
  - Made from smooth, corrosion resistant materials.
  - Easily cleaned or are disposable.
  - Equipped with a solid tight-fitting cover unless you can keep them in a sanitary condition without a cover.
- (2) Provide enough garbage containers to make sure they:
  - Are conveniently located to encourage their use.
  - Won't be overfilled.

# Sanitation and Hygiene Facilities and Procedures

WAC 296-800-230

## Rule

### WAC 296-800-23055

**Remove garbage and waste in a way that doesn't create a health hazard**

#### You must

- Remove all sweepings, solid and liquid wastes, refuse, and garbage as often as needed to keep the workplace in a sanitary condition.

### LUNCHROOMS AND PERSONAL SERVICE ROOMS

#### WAC 296-800-23060

**Provide a separate lunchroom if employees are exposed to toxic substances if they are allowed to eat and drink on the job site**

#### You must

- Provide a lunchroom separate from the work area if employees are exposed to toxic substances.
- Use Table 2 to determine the required square footage in your lunchroom based on the number of employees using the room at any one time.

**Table 2  
Maximum Number of Employees  
Using Lunchroom at One Time**

Number of persons	Square Feet per Person
25 and less	13
26-74	12
75-149	11
150 and over	10



#### Note:

You don't have to provide a separate lunchroom if it's convenient for employees to leave the workplace to eat and drink.

<http://www.lni.wa.gov/>



# Sanitation and Hygiene Facilities and Procedures

WAC 296-800-230

## Rule

WAC 296-800-23065

**Provide showers when required for employees working with chemicals**

### You must

- Provide showers for employees if:
  - They work with chemicals that could cause an occupational illness;

**and**

  - The chemicals remain on the skin between work shifts.
- Make sure employees who work with such chemicals shower at the end of their shifts.
  - Make sure showers have:
    - Soap or other cleansing agents
    - Hot and cold water with a common discharge line.
  - Provide individual, clean towels for each employee who is required to shower.
    - Provide at least one shower for every 10 employees (or every fraction of 10) of each gender.



#### Note:

Table 3 shows the number of showers to provide based on a "Fraction of 10."

**Table 3**

Number of Employees of Each Gender	Number of showers
1-10	1
11-20	2
21-30	3
31-40	4
41-50	5

# Sanitation and Hygiene Facilities and Procedures

WAC 296-800-230

## Rule

### WAC 296-800-23070

#### Provide change rooms when required

##### You must

- Provide change rooms when employees are required by a particular standard to wear protective clothing because of the possibility of contamination with toxic materials.
- Make sure change rooms have separate storage facilities for street clothes and protective clothing.

### WAC 296-800-23075

#### Make sure any work clothes you provide are dry

##### You must

- Make sure when providing work clothes to employees that the clothing provided is dry if the clothing:
  - Gets wet during use;

**or**

  - Is washed before it is reused.



# Notes

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