



**CABINET FOR HEALTH AND FAMILY SERVICES
OFFICE OF THE SECRETARY
Department for Public Health
Public Health Protection & Safety
Food Safety Branch**

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**Guidelines for the Safe Handling of Drinking Water, Ice and Dispensers at
Athletic Facilities** (Issued 4/2014)

Water and Ice

- Water and ice must be from a public water distribution system or an approved water supply that is tested to ensure conformity with applicable regulations.
- Ice that is used for athletic injuries shall **not** be for human consumption. The Food Safety Branch recommends installing a sign stating this requirement.
- All ice machines for drinking ice shall be protected from potential contamination by being located in controlled area away from restrooms, showers, locker rooms or other common areas.

Water Dispensers

- The water dispenser shall be constructed of food grade materials in good repair, smooth and easily cleanable.
- The spigot shall be of a gravity flow design to prevent contamination during use.
- The dispensers shall be cleaned and sanitized at least once every 24 hours. This includes washing with a proper detergent for cleaning food contact items in the first compartment of a three-compartment sink, rinsing clean with water in the second compartment, and sanitizing with an approved chemical sanitizer in the third compartment by immersing for one minute. The compartments of the sink should be of sufficient size to allow immersion of the container. For containers too large to be immersed in the three-compartment sink, a clean and sanitize in-place procedure may be used. This includes use of a clean bucket and wash cloth for the detergent cleaning step, followed by rinsing the container at least three times with water, and lastly, spraying the inside of the container and spigot with a sanitizer solution.
- Provide an area to allow proper air drying of dispensers. Containers shall not be stored on the floor at any time.
- Special attention shall be given to cleaning and sanitizing dispenser nozzles.

Dispenser Filling

- The dispenser shall be filled in an area free of environmental contaminants such as dust, debris and insects.
- The dispenser shall not be placed on the floor while filling.



- The dispenser shall be filled in a room with dry, smooth easily cleanable floors, walls, and ceilings. The dispenser shall be kept away from chemical storage, toxic items or other contaminants.
- The water hose used to fill the dispenser must be food grade (garden hoses are not approved) and shall not be stored on the ground. Water hoses shall be stored properly to prevent being submerged into a drain.
- Hoses shall be used exclusively for drinking water dispenser filling and not used to fill other equipment or tanks (such as pesticide, herbicide, battery containers or used to clean other things).
- Plumbing code must be met to protect the water supply. (Cross connections must not be present and backflow devices are required.)
- Ice must be dispensed with a proper ice scoop with handle (without coming in direct human contact). Ice scoops shall be stored to protect from potential contamination.
- To prevent direct hand contact with the ice, it is recommended that employees wear food grade single-use gloves.

Dispenser Location

- The dispenser should be located so that it is free from potential contamination. This includes placing it a minimum of three feet off the ground, locating it so that it will not be subject to other sources of contamination (i.e., hit by sprinkler water or misting systems).
- Water dispensers must be placed in a tamper-proof setting to eliminate access to the ice or contents of the dispenser by removing the top cover.
- Single-service cups must be provided and protected at the dispenser.

Personal Hygiene

- Employees must properly wash their hands prior to filling containers.
- A separate hand washing sink stocked with soap and paper towels should be provided for employees to wash their hands. This sink should be in the same area where containers are filled and the ice is added to the containers.
- Do not allow any persons with illnesses and diseases transmissible through food to fill or handle water containers.

If you are not capable of following these guidelines, it is recommended that bottled water be provided. If you require further assistance, please contact the Kentucky Food Safety Branch at (502)564-7181.



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