BOIL WATER ADVISORY CHECKLIST
FOR FOOD SERVICE ESTABLISHMENTS

*A boil water advisory will remain in effect until lab analysis of water samples taken confirm that the potable water supply in the affected area is safe to drink. This is not less than 24 hours.

- **Shut off the following:** Ice machines, drinking fountains, produce misters, bottled water refill machines, fountain drink equipment, and running water dipper wells.

- **Discard:** Ice and beverages made with contaminated water.

- **Ice:** Use only packaged ice from commercially approved facilities outside the affected area. Leave the unit off until the water is OK again, then clean and sanitize the unit following manufacturer’s suggested guidelines. Make ice for one (1) hour and dispose of the ice.

- **Water:** Use only bottled water for drinking, cooking, food preparation, and washing produce.

- **Food:** Only prepackaged ready-to-eat food items and commercially prepared salads in deli areas. No cutting or grinding of meat.

- **Drinks:** Use only canned or bottled drinks. Coffee and tea shall be made from bottled water.

- **Hand washing:** Temporary handwashing stations shall be set up for all food service operations with only transported water from approved sources. Hand washing shall be followed up with hand sanitizer.

- **Food service operations shall be limited to the following:** Carry out only, cook and serve only, and minimal cutting and slicing.

- **Only use single service eating and drinking utensils.**

- **Utensil washing:** Utensils shall be washed, rinsed, and sanitized using only water from approved sources.

- **Employee information:** Post signs or copies of the water system’s health advisory. Develop a plan to notify and educate employees about water emergency procedures.