



## STANDARD OPERATING PROCEDURE Dish Tank Operation

### DESCRIPTION

Follow the steps below to operate, clean, and maintain the dish tank safely and effectively.

### PROCEDURE:

#### To Start:

1. **Check Plug and Catch:**

Ensure the plug and food catch are securely placed in their pockets.



2. **Close the Door:**

Pull the dish tank door down and push the hooks back to fully close it.



3. **Power On:**

Turn on the **master switch**. The dish tank will begin to fill with water. The red light indicates it is **on**.



## STANDARD OPERATING PROCEDURE



Make sure **Booster** is turned on as well. Please **turn off** after **use**. The **red light** will indicate it is **on**.

Please wait **20-30 minutes** to let the **dishtank** and **booster** heat up before use!

#### 4. Load Dishes:

- Insert dirty dishes on the **right side**.
- Dishes will emerge clean from the **left side**.
- You may need to **manually pull out the rack**, as it won't push itself out.
- Avoid overloading — let each rack finish before inserting another.

#### To Finish:

1. **Power Off:**  
Turn off the **master switch**.
2. **Open the Door:**  
Pull open the door and ensure the hooks lock it in the open position.

*The door should remain open when the dish tank is not in use.*



## STANDARD OPERATING PROCEDURE

### 3. Remove Plug & Catch:

Use a **towel** (they might still be warm) to remove the plug and food catch.

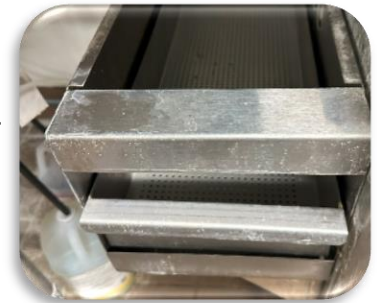


### 4. Empty Food Catch:

If needed, **lift the lever** on the bar to release the catch for removal. Re-secure the bar and lever when finished.

### 5. Check Debris Bin:

Inspect the **debris bin** on the bottom right (where racks are inserted) and clean out any food.



### Clean the Tank:

**Squeegee** excess water from the basins.

**Wipe down** the exterior with a wet cloth.

**Turn off** Booster and Dishtank

### To Reload Soap and Sanitizer:

1. Dish Detergent:
  - a. Remove the **red cap**.
  - b. Insert the detergent container **face down** into the slot.
2. Sanitizer:
  - a. Remove the cap and **puncture the seal**.
  - b. Insert the **hose** into the container.



### Dish Detergent & Sanitizer Location and Use

- **Location:**

Both the **dish detergent** (powdered) and **yellow sanitizer** are located in the **basement janitorial closet**, on the **bottom shelf** of a small shelving unit on the **right side** of the closet.
- **Important Notes:**
  - The **red sanitizer** is for **compartment sink use only**.
  - **Do NOT** substitute red sanitizer in the dish tank if the yellow sanitizer runs out.
  - If yellow sanitizer is unavailable, **notify the event supervisor immediately**.

## STANDARD OPERATING PROCEDURE

### If Dish Tank Malfunctions:

1. Dish tank Stops Working
  - a. Notify the **event supervisor** and **Michael Mayfield** immediately.
  - b. If possible, **hand wash** dishes until the issue is resolved.
2. Excessive Detergent/Soap Residue
  - a. **Spray off** as much food from the dishes as possible.
  - b. **Stack dishes** near the dish tank to be washed once the issue is fixed.
  - c. If food remains on dishes, place them in the **cooler** on a **z rack** to prevent odor or attract pests.

Revisions		
REVISION DATE	WHO (INITIALS)	NOTES
8/4/2025	PS	Documented Process
1/25/26	PS	Revised Process