

CHECKLIST | OWNERS AND OPERATORS: COMMERCIAL SWIMMING POOL OPERATIONS

Presented by Sahouri Insurance

Date:

Review conducted by:

OPERATION AND MAINTENANCE	YES	NO	N/A
Public pools, pool equipment and related facilities must be properly maintained and operated by a person who is designated as responsible for the compliance with local and state regulations. This person will ensure that the pool poses no threat to public health and safety.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Operator must be responsible for the daily operation of the pool and ensure that the required testing is done and that records are maintained. This individual must be available to respond to an emergency and any unsafe or unsanitary issues while the pool is open for use.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Operator must ensure that other employees who assist in monitoring chemicals and equipment are trained on how to properly do so.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
An operations manual for the facility and equipment must be readily available to employees.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Operator and applicable employees must be trained on the safe handling of chemicals and use of protective equipment.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

STRUCTURE AND DESIGN	YES	NO	N/A
Pool must be constructed of materials that are nontoxic, permanent, enduring, provide a tight tank with a smooth and easily cleaned surface and can be finished in a white or light color.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pool basin finish (including the bottom and sides) should be white or light in color, nontoxic, have a smooth finished surface, be free of cracks and be bonded to supported members.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A hydraulic relief valve or an under-drain system should be in place when a high water table may affect the pool's stability.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pool shape should be such that the circulation of water and the swimmers' safety are not impaired.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Corners of the pool must be rounded at intersecting walls and at the bottom.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wading pools must be separated from other pools and should be equipped with separate circulation systems.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fountains must be designed to thwart climbing.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Control patron access to the pool, especially children who are unsupervised, by placing fencing and self-closing or latching gates around the premises.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pools within buildings (hotels, athletic facilities, etc.) must be placed in a separate room with self-latching doors that restrict access to the pool room.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

RECORDS	YES	NO	N/A
<p>Operator must maintain a daily record of the pool's operation and maintenance, including the following information:</p> <ul style="list-style-type: none"> • Operating periods for recirculation pumps, filters and corresponding meter ratings • Chemicals used • Disinfectant residuals • pH readings • Water temperature readings • Pool chemistry measurements, such as alkalinity and cyanuric acid concentrations • Equipment maintenance • Instances of equipment malfunction • Accidents or injuries requiring assistance from a lifeguard, other employee or emergency medical personnel 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pool incidents resulting in serious injury or death must be reported to your municipality.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

PATRON SANITATION AND SAFETY	YES	NO	N/A
Post safety and sanitation rules in plain view both in dressing rooms and the pool area.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Patrons with communicable diseases should not use the pool, as these diseases can be transmitted in the water.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Patrons with exposed tissue, open blisters or cuts should be warned that these injuries can become infected when using the pool. They should be advised not to swim.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Patrons using the pool should take a shower before swimming and after using the bathroom, applying lotion, exercising or using a steam room.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do not allow patrons to spit, swallow water or blow their noses in the pool.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do not allow patrons to run or play rough with one another in and around the pool area.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do not allow domestic animals in the pool area, dressing rooms or shower areas.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

LIFEGUARDS	YES	NO	N/A
<p>Pools must be equipped with one of the following lifesaving equipment devices:</p> <ul style="list-style-type: none"> • Ring buoy attached to a 3/16 inch manila rope that is 1 to 1 ½ times the pool width (not over 60 feet) • Life pole or shepherd's crook pole with blunted ends and minimum fixed length of 12 feet • Rescue tube (for use instead of a ring buoy when a lifeguard is present) 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lifesaving equipment should be mounted in a highly visible area, distributed around the pool deck and on lifeguard stands. Equipment must be plainly marked with "For Emergency Use Only."	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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Keep rescue equipment in good condition and ready for use.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Pools must have a backboard and a stocked first-aid kit ready for use. Backboard must be placed within the pool enclosure and the first-aid kit should contain the following supplies:</p> <ul style="list-style-type: none"> • One-, two-, three- and four-inch adhesive compresses • Plain gauze pads • Gauze roller bandages • Eye dressing packets • Triangular bandages • Bandage scissors • Tweezers • Rubber gloves • Pocket face mask 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A lifeguard certified in Red Cross lifesaving techniques, first aid and cardiopulmonary resuscitation of infant, child and adult patrons must be on duty at all times while the pool is open, unless a warning sign is posted indicating that no lifeguard is present. The lifeguard is responsible for the safety and supervision of all patrons while the pool is in use.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Place an emergency telephone adjacent to the pool area, when the lifeguard is on duty. Emergency telephone numbers should be posted with the phone.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

WATER CONDITION AND CLEANING	YES	NO	N/A
Water temperature should not exceed 104 degrees Fahrenheit.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Pool must be equipped with testing equipment, including:</p> <ul style="list-style-type: none"> • A Diethyl-P-Phenylene Diamine (DPD) testing kit • Phenol red pH testing kit • Alkalinity measurement testing kit • Cyanuric acid testing kit (when applicable) 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pool water should be clear enough to see the drains located on the bottom.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Keep pool chemicals in a closed, locked location that is inaccessible to swimmers. All chemicals must be properly labeled according to the manufacturer's instructions.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Floating scum or matter on the pool's surface should be removed immediately.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

WATER AND SEWER	YES	NO	N/A
Protect the water distribution system for the pool and related facilities from backflow.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The sewer system should not be connected directly to the pool drains or recirculation system.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pool must have a recirculation system with treatment and filtration equipment consisting of the following parts: overflow gutters or skimmers, main drains, inlets, pumps, piping, filters, water conditioning, disinfection equipment, etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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Overflow gutters must extend completely around the pool.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Skimmers can be used if the suction outlets provide enough motion to remove floating oil and waste from the pool surface, and if the edge of the pool deck is useable as a handhold for swimmers.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Skimmers must have an easily removable basket to trap large solid debris.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pool must have disinfectant feeder(s) to circulate chemicals in the water.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Equipment and piping used to apply chemicals must be made of material that is resistant to the actions of the chemicals used.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Operators should wear protective equipment as recommended by the chemical manufacturer for safe handling.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

MARKINGS AND POSTINGS	YES	NO	N/A
Water depth must be clearly marked in feet and/or inches. Signage indicating depth should be placed in the following places: <ul style="list-style-type: none"> • On the edge of the pool deck, • At maximum and minimum depths, • On all sides of the pool, • At changes of slope between deep and shallow portions, and • At intermediate increments of depth. 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The words "No Diving" must be clearly marked in areas where pools are not deep enough for safe diving. The universal "no diving" symbol must also be accompanied by the verbiage.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Leading edge of stair treads must be marked by a stripe.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The pool capacity should be clearly posted inside the enclosed pool area.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

STEPS, LADDERS AND STARTING BLOCKS	YES	NO	N/A
Steps or ladders must be provided in the shallow end of the pool and recessed ladders must be provided in the deep end of the pool. Steps should be made of nonslip materials.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Supports, platforms and steps for diving boards must carry the maximum anticipated load safely.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Starting blocks should be removed when they are not being used for competitive swimming racing or training.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Play equipment should be used and installed in accordance with safe usage parameters as outlined by the manufacturer.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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DRESSING AND SHOWER FACILITIES	YES	NO	N/A
Floors between the showers and pool must be smooth, nonslip and sloped to drain properly.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Toilets, showers and dressing rooms should be conveniently located for patrons to use. They should also be kept sanitary to avoid spreading germs.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

CLOSURE	YES	NO	N/A
The pool should close if any of the following occur: <ul style="list-style-type: none">• Lifesaving equipment is absent from the pool area• Water clarity standards are not met• Pool construction or alterations do not meet municipality codes• Present conditions threaten the health and safety of the public	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Operators should place a sign at the pool entrance indicating that the facility has been closed and will remain closed until the problem has been fixed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

NOTE: This checklist should be used solely as a guide. Contact your local and state municipalities for exact requirements for the safe operation of a commercial swimming pool.