

## Daily Maintenance

- Check for evidence of cracks on the brickwork.
- Perform simple repairs but avoid makeshift solutions.
- Keep the area clean and disinfected.
- Carefully sweep the area around the incinerator.
- Clean tools and equipment.
- Store safety boxes and other health care waste in an orderly manner.
- Maintain fuel stock levels.

## Weekly Maintenance

- Clean the chimney and remove the soot.
- Remove lumps of melted glass/plastics and clean grates.
- Properly reinstall the grates after cleaning.
- Maintain good housekeeping of the waste disposal site.
- Ensure the fencing is intact.
- Check the cement seal to brickwork.

## Monthly Maintenance

- Ensure the fence of the site is intact.
- Check the vertical fixings of the chimney.
- Check the top sand seals.
- Check the external brickwork for evidence of thermal damage.
- Check the cement seal to brickwork.
- Check the ash door for corrosion.
- Check the ash door for damaged hinges.
- Check the ash door for latch blockage in the door frame.
- Take an inventory of condition of tools and equipment.

## Yearly Maintenance

- Inspect and replace metal parts, bricks, and consumable parts.
- Inspect and replace stay wire/guy ropes.
- Overhaul the incinerator.
- Check the status of the ash pit.
- Perform annual audit.
- Ensure environmental audits and licenses are obtained.