

## TivaWater 2.0 Filter Assembly and Training Instructions

No matter where TivaWater filters are distributed, it is critical that the training remains consistent. This filter is a very valuable item to have in your home, but if it is not used properly, it loses its value. In fact, if you are using this filter incorrectly, it could negatively affect your health.

1. **Make sure your hands are thoroughly washed before handling any parts of the filter.**
2. Remove the bag of sand and place it on the ground.
3. Take the black inner bucket out of the blue outer bucket and gently place it on the lid of the filter (this keeps the black inner bucket clean while completing the assembly).
4. Inside the blue outer bucket is the gray stand. Remove it.
5. Take the tap (faucet) and remove the nut from the back but leave the rubber gasket in place. Push the tap through the hole from the outside of the blue outer bucket and make sure the rubber gasket stays on the outside of the bucket. Make sure the “wings” on the tap comfortably fit side to side in the provided opening. This keeps the tap from turning when tightening the nut. Hand tighten the nut from the inside.
6. Set the blue outer bucket onto the gray stand (the curved part is the front).
7. Take the black inner bucket and make sure the black tube is pressed firmly into the hole on the bottom and into the receiver near the top.
8. Make sure the black cup is firmly snapped into the bottom of the black inner bucket.
9. Set the black inner bucket back inside the blue outer bucket. Be sure it is seated evenly all the way around.
10. Gently pour the sand into the black inner bucket.
11. Take the filter cloth ring and use two hands to push it into place. This ring must be completely seated to make sure no dirt or large particles makes it to the sand.
12. Pour up to 10 liters into the filter and let it work. On the first flush it may take a half hour for water to reach the tap.
13. Place the lid on top.

### **How the TivaWater Filter works**

The TivaWater Filter cleans water two different ways at the same time. The filter cloth ring and the sand will remove large dirty particles, bacteria, parasites, etc. by trapping them while the water can pass through the small openings. After a couple of weeks (time varies on water quality), a reddish brown, sticky film will begin to form on the top of the sand. If your water is cleaner, it will take longer to form. If you are using very dirty water, it may form quicker. This film is the bio-layer. This layer has small organisms that kill the bad bacteria and parasites in the water. It may look dirty and unappealing, but it is an important part of your water filter. Here are ways to make sure your water filter will work its best:

- Load the cleanest possible source water into the filter at least once a day.
- Make sure that the water level never drops below the top of the sand. If it does, the bio-layer may die. **DO NOT ATTEMPT TO FIX IT YOURSELF.** Contact your local TivaWater representative for a service call.

- If the water you load into your filter is fairly clean to start (which is highly recommended), it may take a while longer for the bio-layer to form. A bio-layer will form quicker with dirtier source water.
- Do not be alarmed if the bio-layer looks dirty. That is how it is supposed to look.

#### **Important information for use of the TivaWater Filter**

- The outer blue bucket can be washed with soap, a clean cloth, and clean water before use. If all three items are not available, **DO NOT WASH ANY PARTS OF THE FILTER.**
- If water stops flowing through the filter, remove the filter cloth ring and gently clean any excess dirt or scum from the cloth. **DO NOT EVER DISTURB THE SAND.** If you disturb the sand, you may disrupt the bio-layer which can decrease the quality of water. If you clean the filter cloth ring and water still isn't flowing, contact your local TivaWater representative for a service call.
- If water is leaking out of the hole where the tap is or if the tap is broken, contact your local TivaWater representative for a service call.
- Once the filter has been assembled and you have begun use, **NEVER REMOVE THE BLACK INNER BUCKET FROM THE BLUE OUTER BUCKET.** Clean water is stored in this area (called the clean water reservoir) and if it gets contaminated, the whole filter could be compromised.
- **DO NOT REMOVE THE SAND FROM THE FILTER.** The sand does not need to be cleaned or dried.
- Do not ever clean the inside of the blue outer bucket or the outside of the black inner bucket. Both surfaces touch your clean water. By cleaning dirt from the surfaces, you may accidentally leave behind bad bacteria. These bacteria will grow in dark and wet places and will compromise your filter. **VISIBLE DIRT AND ALGAE WILL NOT MAKE YOU SICK. INVISIBLE BACTERIA AND PARASITES WILL MAKE YOU SICK.**
- Your TivaWater Filter is very durable, but durable things can break. **DO NOT EVER:**
  - Drop your filter
  - Drag your filter on the floor
  - Pick your filter up by the tap (It is not a handle and it will break!)
- If you need to move your filter, always have someone help you do it carefully.
- For the best results, make sure there is always water in the filter.

#### ***\*\*\*Important Note for the Distributor and Trainer\*\*\****

During training, it is extremely important to emphasize that you should never remove the black inner bucket from the blue outer bucket. Our field study showed us that some filters had been re-contaminated within the clean water reservoirs. When people remove the buckets to clean them, they wipe away dirt but leave the bad bacteria and parasites behind. These bacteria and parasites could be on their hands or the cloths they use to clean with. Once the filter is put back together, the bacteria have a warm, wet, and dark environment to grow in. This could make drinking "filtered" water harmful to the beneficiary. If the surface is dried after cleaning, **THIS DOES NOT MEAN THE SURFACE IS BACTERIA FREE.** This thought process is incorrect and harmful to the end user.

A trained representative with the proper kit should be the only one to ever remove the black inner bucket.