

SAFE WORKING PRACTICES

1.0. Scrubber Dryer Method of Work

1. Put on personal protective equipment.
2. Assemble equipment, check electrical equipment for safety, particularly plugs and cables.
3. Place warning signs.
4. Insert circuit breaker into power socket before inserting machine plug.
5. Ventilate the area, if appropriate.
6. In the machine tank, prepare cleaning solution according to manufacturer's instructions.
7. Commence scrubbing the floor in an area furthest from the door, using an overlapping pattern to ensure the whole area is covered.
8. Scrub adjacent to skirtings by "cutting in" parallel to skirtings.
9. Position the cable behind the line of work to ensure it is not caught up by the pad/brush or tripped over, or lies in water.
10. Check the pad/brush frequently and turn the pad over, change it or clean it as necessary.
11. Use edging tool and abrasive pad to clean alongside walls and in corners.
12. Wipe splashes from skirtings and other items as they occur.
13. Pass wet suction machine over the area before the floor has started to dry, starting on a dry area and moving on to a wet area.
14. Ensure machines are placed on plastic Protective Square when not in use.
15. When finished, remove plug and circuit breaker from power socket and recoil machine cable.
16. Clean equipment and check for safety.
17. Return equipment, materials and warning signs to store.

Prepared by	Solo Service Group EHS Department	Approved by	Andrew Evans QM ©Solo Service Group 2012
Issue No	1	Issue Date	January 2012
Section No	Occupational Health and Safety Safe Working Practices 11.11	Page 1	of 1