

METHOD STATEMENT: MS023

Task description: Deep cleaning of hard floors by Scrubber drier

Equipment

Safety signage - wet floor signs

Mop/ bucket

Measuring jug

Chemical/ detergent

Scrubber/ dryer machine

PPE

Safety shoes (toe protection and grip)

Safety specs

Safety

Warning signs to be erected prior to work commencement

Ensure all loose items are removed from flooring before use to avoid objects being projected during scrub

All equipment to be PAT tested

All equipment to be condition checked prior to use (not to be used if damaged or wire exposed)

DO NOT LEAVE machine plugged in when unattended

Floors to be cleaned leaving a dry walkway for travel during process

Ensure all electrical equipment is plugged into nearest socket to avoid trailing cables

Machine to be fitted to worker height to avoid poor body posture (to be adjustd when UNPLUGGED).

Never wrap cables round hands or handlebars.

Manual handling: Over 25kg . Min 2 person lift or use ramp for vehicle access. Transport on wheels and where a building elevator is available, use this to transport equipment between floors.

Procedure

Put out warning signs

Assemble equipment and adjust settings to suit personnel (ie handlebar height, drive speed) and the area/ task (i.e rate of water dispense, height and pressure of brushes)

Fill bucket with correctly dosed floor cleaning chemical and hot water and pour into the clean water tank of the machine

Turn on scrubber drier, hold handlebars with both hands, and make sure any cabling is falling behind you (DO NOT WRAP CABLING ROUND THE HANDLES) Walk forwards with scrubber drier to lay down water, scrub and extract the areas. Make as many passes of of the area as required.

Using a mop/ bucket, tidy any edges or areas where the scrubber drier has missed or leasked excess water.

When complete, remove the dirty water tank and dispose in cleaning sink/ drain.

Unplug machine and return settings to storage, raising any brushes off of the floor.

Remove warning signs when equipment is away and floors are dry.