

Work Activity: **Machine Scrubbing & Drying**

Site: **Various**

Location of Work: **Various**

Risk Assessment Ref: **15**

Date: **10/05/2023**

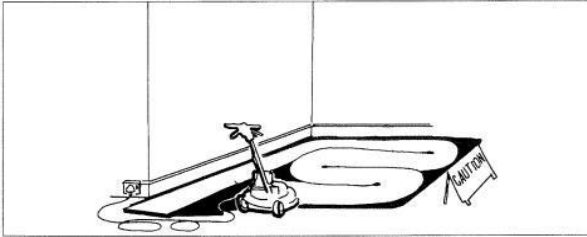
MANDATORY PPE	Gloves, goggles, and safety shoes where required. Also as required by the relevant COSHH assessments.
TRAINING / COMPETENCY	In House training via uHub / Demonstration by supervisor / experienced team member
MATERIALS & EQUIPMENT	Correct Floor Scrubbing Chemical, bucket, floor scrubbing machine, wet pick-up machine, mops
SCOPE OF WORKS	Machine scrubbing & drying
SAFE SEQUENCE OF WORK	<ol style="list-style-type: none"> 1. Put on PPE 2. Assemble equipment, check electrical equipment for safety, particularly plugs and cables 3. Place warning signs 4. Ventilate the area, if appropriate 5. In the machine tank, prepare cleaning solution according to manufacturer's instructions 6. Commence the scrubbing of the floor in an area furthest from the door, using an overlapping pattern to ensure the whole area is covered 7. Scrub adjacent to skirtings by 'cutting in' parallel to skirtings 8. Position the cable behind the line of work to ensure it is not caught up by the pad/brush or tripped over, or lie in water 9. Check the pad/brush frequently and turn the pad over, change it or clean it as necessary 10. Use edging tool and abrasive pad to clean alongside walls and in corners 11. Wipe splashes from skirtings and other items as they occur 12. 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 13. Ensure machines are placed on plastic protective square when not in use 14. When finished, remove plug from power socket and recoil the machine cable 15. Clean equipment and check for safety 16. Return equipment, materials and warning signs to cupboard and close the ventilation, if appropriate

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METHOD STATEMENT

ESG-H&S-FRM-003



	 <p><i>A.6/1 Commence scrubbing the floor in an area furthest from the door, using an overlapping pattern. Scrub adjacent to skirtings by 'cutting in' parallel to skirtings.</i></p>
WORKING ENVIRONMENT	No issues
OTHER SPECIFIC CONSIDERATIONS	Do not plug in a machine until it has been assembled and is ready for use. Cables must be behind machines at all times and out of water
MEMBER OF PUBLIC SAFETY	Signage put in place to all entrances/exits to area being cleaned if trailing cables or wet floors will be present before it commences. Work done out of business hours where possible.
MANUAL HANDLING	Musculoskeletal injury due to repetitive bending, stretching, pushing, and pulling movements.
HAZARDOUS SUBSTANCES	Please refer to the relevant COSHH assessments for substances being used.
WORKING AT HEIGHT	N/A
HOT WORK	N/A
EMERGENCY PROCEDURES	Follow site safety rules along with ensuring compliance with site "workplace" H&S and welfare facilities including location of First Aid Box.
OPERATIVES HEALTH CONSIDERATIONS	N/A
WASTE MANAGEMENT	N/A
OTHER INFORMATION	N/A
ADDITIONAL POLICIES AND PROCEDURES	None

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