

METHOD STATEMENT

ESG-H&S-FRM-003



Work Activity: **Rotary Machine Scrubbing – Spray Cleaning**

Site: **Various**

Location of Work: **Various**


Risk Assessment Ref: **16**

Date: **10/05/2023**

MANDATORY PPE	Gloves, goggles, and safety shoes where required. Also as required by the relevant COSHH assessments.
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TRAINING / COMPETENCY	In House training via uHub / Demonstration by supervisor / experienced team member
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MATERIALS & EQUIPMENT	Correct Floor Scrubbing Chemical, bucket, floor scrubbing machine, wet pick-up machine, mops
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SCOPE OF WORKS	Rotary machine scrubbing – spray cleaning
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. Plug machine into wall socket 6. If rotary machine is fitted with a tank, disconnect water control prior to spray cleaning 7. In a spray bottle, prepare cleaning solution according to manufacturer's instructions 8. Spray a fine mist over an area of about 2m², taking care not to overspray other surfaces 9. Pass the machine over the damp area and buff until dry and polished, using overlapping passes to ensure an even appearance 10. Spray clean area adjacent to skirtings by 'cutting in' parallel to skirtings. Wipe skirtings with a cloth, if necessary 11. 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 12. Check the pad/brush frequently and turn the pad over, change it or clean it as necessary 13. When finished, remove plug from power socket and recoil the machine cable 14. Clean equipment and check for safety 15. Return equipment, materials and warning signs to cupboard and close the ventilation, if appropriate 

WORKING ENVIRONMENT	No issues
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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
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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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