

Work Activity: **Carpet Extraction Cleaning**

Site: **Various**

Location of Work: **Various**

Risk Assessment Ref: **19**

Date: **10/05/2023**

MANDATORY PPE	Gloves and safety shoes Also as required by the relevant COSHH assessments.
TRAINING / COMPETENCY	In House training via uHub / Demonstration by supervisor / experienced team member
MATERIALS & EQUIPMENT	PPE, warning signs, circuit breaker, spray extraction machines and appropriate tools, suction cleaner with appropriate tools, stain removal kit, spray bottle, hand scrubbing brush, cleaning agent (e.g.: low foam shampoo) cleaning cloths, bucket, scraper, sanitiser.
SCOPE OF WORKS	Carpet extraction cleaning
SAFE SEQUENCE OF WORK	<ol style="list-style-type: none"> Put on PPE Assemble equipment, check electrical equipment for safety, particularly plugs and cables Place warning signs Ventilate the area, if appropriate Remove as much furniture as possible If not a wholly synthetic carpet check that it is secured at the edges Remove loose soil from the carpet using the vacuum cleaner Prepare shampoo solution according to the manufacturer's instructions Check colour fastness using shampoo solution on a white cloth in one corner If applicable, remove stains Pre-spray any heavily soiled area with shampoo solution Wet and prime shampoo brush before starting Starting at an area furthest from the door, spray in overlapping lanes, moving backwards, one wet pass followed by at least three dry passes, taking care not to over wet the carpet Avoid splashing walls, furniture, and adjacent floors Clean corners and edges using a handtool or scrubbing brush dipped in shampoo solution On completion, return furniture to original position, placing legs on pieces of card, foil, or plastic if carpet is still damp When finished, remove plug from power socket and recoil the machine cable Clean equipment and check for safety Return equipment and materials to cupboard When dry, thoroughly vacuum clean the carpet, then return warning signs to cupboard and close the ventilation, if appropriate

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METHOD STATEMENT

ESG-H&S-FRM-003



	1.
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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