

Safe Work Procedure		Auto Floor Scrubber (self-propelled, riding) or Battery Operated Floor Burnisher	
Department / Area: Physical Plant Services	Approved By: Regional Manager of Physical Plant Services	Date Created: September 5 2014	Review Date: Revised date:
Potential Hazards: Fill in those that apply H M L Risk for Injury <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> Awkward postures (attaching/removing pad to drive) <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> Forceful exertions (attaching/removing pad to drive) <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> Vibration <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> Noise <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> Surfaces causing falls – wet floors		Personal protective equipment / devices required / other safety considerations: <ul style="list-style-type: none"> ➤ Appropriate non slip footwear ➤ Do not use machine with or near flammable materials or vapors ➤ Specialized tools may help reduce force when applying and removing pad from drive ➤ Safety Glasses 	
		Training / Reference Information: <ul style="list-style-type: none"> ➤ SCHIPP Module 1 training ➤ Department Orientation ➤ WHMIS / MSDS Training ➤ MSDS for Cleaning Product 	
Note: Signs and symptoms of a musculoskeletal injury (MSI) can include pain, burning, swelling, stiffness, numbness/tingling, and/or loss of movement or strength in a body part. Report these to your supervisor.			
Employers must ensure that workers are trained and follow this safe work procedure. Steps to perform this task safely: <ul style="list-style-type: none"> ➤ Check equipment for any obvious defects or damage. Do not use a damaged machine and notify your supervisor. ➤ Place out caution signs and barricades required in work area(s). ➤ Get help to move large or heavy objects or furniture. Remember to try to keep your back straight and use your weight to help slide objects rather than using only your arms. If lifting, bend and push through your legs. Communicate timing for the lift if lifting with another worker. ➤ Before starting a ride on scrubber, stand on pedal platform. ➤ Be cautious when stepping from machine onto floor, as the floors may be slippery from cleaning solution. ➤ When operating the floor machine, be cautious of any floor grades as this can increase the risks for tipping or having the machine become stuck or travelling too fast. Follow manufacturer's instructions on maximum grade for using machine. ➤ Before leaving, servicing or charging, stop the machine on a level surface, turn it off, and remove the key. 			