



<p>Team Name: Environmental Services</p> <p>Team Lead: Regional Manager Environmental Services</p> <p>Approved by: VP – Finance & Planning</p>	<p>Reference Number: ORG.1910.PR.011</p> <p>Program Area: Support Services</p> <p>Policy Section: Housekeeping</p>
<p>Issue Date: January 22, 2021</p> <p>Review Date:</p> <p>Revision Date:</p>	<p>Subject: Wet Scrubbing Floors with a Swing Floor Machine</p>

Use of pre-printed documents: Users are to refer to the electronic version of this document located on the Southern Health-Santé Sud Health Provider VP – Finance & Planning Site to ensure the most current document is consulted.

PROCEDURE SUBJECT:

Wet Scrubbing Floors with a Swing Floor Machine

PURPOSE:

To safely deep scrub the floors with a swing floor machine.

PROCEDURE:

1. Use Personal Protective Equipment (PPE) according to Safety Data Sheet (SDS)
2. Remove furniture, do not block passage way.
3. Place wet floor signs.
4. With mop and pail apply sufficient cleaning solution to a section of the floor.
5. Refer to procedure Operation of a Rotary (Swing) Floor Machine - ORG.1910.PR.045.
6. Using the swing machine, scrub the wet section of the floor.
7. Using the mop and pail pick up solution from the floor.
8. Empty and rinse the mop bucket.
9. Fill the mop bucket with clean water.
10. Rinse the floor using the clean water and mop.
11. Corners of the room can be scrubbed using hand scrubbing pads, by hand or foot. Never use steel wool pads as they may leave rust.
12. Replace furniture.
13. When floor is dry remove wet floor signs.
14. Deposit soiled mops in the appropriate area.
15. Refer to procedure Operation of Rotary (Swing) Floor Machine (ORG.1910.PR.045) to clean the machine.

EQUIPMENT/SUPPLIES:

- Swing Floor Machine
- Yacht Mop and Pail
- Wet Floor Signs
- Cleaning Solution

REFERENCES:

[ORG.1910.PR.045 - Operation of Rotary \(Swing\) Floor Machine](#)