



## Safety Rules: Carpet Extraction Machine

**Revision No:**

1

**Date effective:**

July 2012

**Revision date:**

July 2015

### Purpose

This document outlines the rules for the safe operation of carpet extraction machines.

### Scope

This document applies to all authorised housekeeping and cleaning workers, deemed competent by their supervisor.

### Training

Supervisors shall arrange for housekeeping / cleaning workers to be trained in the safe and correct operation by a person experienced in carpet extraction machine usage and with reference to the Manufacturer's Instruction booklet.

### Rules

1. Operators **must follow the operating procedures outlined in the Manufacturer's instruction booklet.** The Manufacturer's Instructions must be kept with the equipment.
2. PPE to be worn: Fully covered shoes, hearing protection, dust mask (if required), rubber/latex gloves for handling chemicals.
3. Correct usage of chemicals must be adhered to as per Manufacturer's Instructions and Material Safety Data Sheet (MSDS)
4. Electrical tagging must be up to date prior to usage
5. Residual current devices (safety switches) must be used with this machine at all times.
6. Use appropriate manual handling techniques – do not bend and twist the back, use the legs. Take regular rest breaks.