

Safe Operating Procedure

Floor Burnisher



PERSONAL SAFETY



PRE OPERATIONAL SAFETY CHECKS

- The machine is heavy. Get assistance before attempting to transport or move it;
- Ensure equipment is tested and tagged by competent person ;
- Check the electrical cable for damage, ensure all three plug pins are in good condition;
- Check burnishing wheel is firmly secured and that the wheel is the correct type for the job;
- Visually inspect the burnishing wheel & equipment for wear or damage;
- Ensure all guards are in place and functioning properly;
- Inspect accessories and ensure that the correct accessory is installed for the work and is installed properly;
- Inspect the work area to determine the presences of damaged surfaces, protruding objects edges from the surface and work area is unobstructed:
- Ensure adequate lighting is provided;
- Ensure you are trained in the operation of the floor burnisher.

POTENTIAL HAZARDS

- Electrical;
- Manual Handling;
- Vibration;
- Skin irritation;
- Contact with rotating burnishing head.
- Fire

OPERATIONAL SAFETY PRACTICES (CONTROLS)

- Ensure signage is erected notifying other people to remain clear of your work area, erect barriers ad required;
- Use consumables recommended for use with the machine;
- Familiarise yourself with the consumables Safety Data Sheets;
- Use machine in a well ventilated area.
- Insert the power cord into an RCD protected socket. Limit extension cords to 20 m length, do not join extension cords together.
- Depress the handle release lever with your foot and lower the handle,
- Push the interlock switch below handle and apply pressure to one of the handle levers to start machine; grip handle with both hands;
- Make sure the machine is always moving when the pad is rotating to avoid damaging the floor;
- Always unplug the machine from the electrical outlet before changing the pad or making equipment adjustments;
- To change the pad - Lock the handle in the vertical position.

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- Position the handle on the floor so that the machine is laying on its back.
- Unscrew the pad holder
- Carefully centre replacement the pad on the pad driver. Failure to centre may cause vibration and operator fatigue.
- Screw the pad holder into position.
- Return the machine to an upright position

DO NOT:

- **Use the machine for WET SCRUBBING**
- **Operate a burnisher with one hand;**
- **Use a burnisher pad that vibrates;**
- **Over reach when operating burnisher;**
- **Operate the burnisher if tired or fatigued;**
- **Operate burnisher if guards not are in place or secure.**
- **Ride or step on the machine**
- **Operate machine near combustible materials & vapours such as grain dust, solvents & thinners**

HOUSEKEEPING

- Disconnect the burnisher from the power source before storing;
- The dust collection bag (see machine manual) should be replaced after every 10 hours of use.
- Tip the machine back onto its handle. Squeeze in on the sides of the bag cover and remove it from the machine.
- Remove the dust bag and discard. Push in on the sides of the new bag to pop-it-open and install it by pushing it down onto the tubes protruding from the base.
- Re-install
- Remove any signage or barriers on floor – pack up
- Store floor burnisher in a dry secure area when not in use.