



# Rotary Machine Training

**PLEASE NOTE - ROTARY MACHINE CONTROLS MAY VARY BY AGE OR MANUFACTURER - PLEASE REFER TO THE MANUAL FOR YOUR SPECIFIC MACHINE IF YOU ARE UNSURE ON HOW TO OPERATE THE MACHINE. THE FOLLOWING TRAINING IS A GENERAL GUIDE ON SAFE OPERATION.**

## **Safety basics**

Only use a machine if you have been instructed to do so and trained accordingly.

Ensure you have the correct PPE - wear goggles, gloves and masks when dispensing chemicals. Ensure you have suitable non-slip footwear on when operating machinery.

Erect caution signs as required - use plenty so that larger areas have a visible sign from every approach angle/entrance. Don't remove signage until the floor is completely dry.

## **Pre-use Machine Checks**

Check the chord with the machine unplugged, before each shift to check the cable for breaks or bare wires. **NEVER** use a machine with such defects on the cable, attach a warning to the machine and inform management that a replacement is required immediately. If using a battery powered machine, perform the same safety check on the battery charger cable.

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If a mains machine, only use the scrubber dryer with an RCD circuit breaker between the plug and the socket.



If machine is battery powered ensure it is always charged prior to use.

Check that the machine PAT test is in date – report to management/Spotless office if not.

ELECTRICAL SAFETY TEST	
App ID:	<input type="text"/>
By:	<input type="text"/>
Test Date:	<input type="text"/>
Next Test Due:	<input type="text"/>

When pre spraying or pre treating the flooring, mix chemical and water in a bucket at the correct dilution rate. Use a pelican pump (one pump is 30ml) to ensure accurate dosing. Stir well before pouring in to the sprayer or bucket. Accurate dilution is essential to avoid leaving the floor slippery after cleaning.

Use correct pad or brush for the flooring you are cleaning. Refer to the guide on the next page.

# Floor Cleaning Pads



## Use the right floor cleaning pad

### **Black Floor Pad**

A very dense and heavy duty pad, great for cleaning uneven surfaces and in particular stone floors. This will agitate the dirt out of the floor and will lift floor polish.

### **Brown Floor Pad**

Strong enough to remove 2-4 coats of polish, but won't damage your floor when it meets the floor itself.

### **Green Floor Pad**

A middle of the road pad, mildly aggressive, which will prepare hard wood floors for re-coating, and stripping floors of some polish to allow a quick re-application of polish with a less aggressive pad. The green pad can also be used for daily wet scrubbing of unprotected (non varnished/waxed) floors with a scrubber drier.

### **Blue Floor Pad**

Great for regular wet maintenance of unprotected floors, but is also used on a single disc machine for medium soiled floors and dry stripping of soft floors. This pad will easily remove soil, heel marks and ground in dirt.

### **Red Floor Pad**

One of the most commonly used pads in a wet scrubber drier, this pad will bring up unprotected floors surprisingly well due to the speed the pad moves over the floor. This pad will also produce a soft shine to a varnished polished/waxed floor.

### **White Floor Pad**

Great for everyday maintenance, passed over any floor this one will burnish it up to its former shine, but also superb for putting down another coat of polish.

To keep your pads in tip top condition, follow the three golden rules!

1. Remove the pad you have been using from machine after each use.
2. Rinse under tap water or spray water, or keep pad soaked in diluted stripping solution, to dissolve caked on finish. Do not let dirty pads dry before washing.
3. Rinse and hang up for drying.

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## Machine operation

Refer to the manual for your specific machine, but this is a general guide on scrubber drier operation:

Place the machine in the area to be cleaned.

Release the handle to the desired position.

Place the machine pad on the floor (the round board that holds the cleaning pad or brush) and lift the machine pad holder on to the top of the board to fix it to the machine.

Reset the RCD and turn on the power (mains machines.)

Turn the machine power switch on.

Turn on the water flow (to spray down the cleaning solution if applicable.) If the machine doesn't have a clean water tank, apply solution to the floor prior to using the machine.

Pull the lever on the handle to commence cleaning, the pad will begin to rotate. Hold the handle steady, lowering the handle will move the machine to the right, raising the handle will move the machine to the left. **This takes practise!** The machine will stay on the same spot when you have balanced the handle in the middle. Don't leave the machine rotating in one area for long as it is likely to dry out and damage the floor. Gently push back and forth to move through the area whilst using the up and down action to sweep side to side.

Once cleaning is complete, use a wet vac or mop and bucket to remove the soiled water from the area.

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## During cleaning

Keep the area tidy, remove any unused tools or equipment, waste, or trailing cable from the area to minimise the risk. Always use the nearest power socket to minimise the amount of trailing cable. Keep all fire escapes free from obstruction.

Mop up/wet vacuum any spillages, leaks or surplus fluids immediately.

## After cleaning

Ensure the machine is switched off and unplugged before putting the waste water into an approved drain (usually a toilet pan but check with the customer if in any doubt) – never put dirty water down a sink or storm drain. If there is any chance that the collected dirty water contains hazardous materials, please seek advice from the customer and the Spotless office before emptying the tank.

Clean the machine and return it to its designated storage area. Ensure the cable is stored correctly—if winding the cable do so from the machine end, not the plug end, to avoid twisting the cable and breaking it.

### **YOU MUST EMPTY THE CLEAN TANK AFTER USE IF THE MACHINE IS NOT USED DAILY.**

If cleaning solution is left in the clean tank, it may crystallise and break the machine. Excess cleaning solution can be emptied into an appropriate drain by opening the pipe/drain on the clean tank.

Leave tanks open while the machine is not in use. This will prevent odours from developing in the tanks. Always remember to replace tank caps before use.