

What are the hazards and how might they harm?



Inhalation injury, burns, skin irritation from cleaning chemicals



Back and muscle strains from overreaching



Electric shock as a result of contact with electrical sockets or faulty equipment



Cuts or lacerations from contact with sharp surfaces

What PPE should the individual wear?



Wear PPE as prescribed in the Task Card for the cleaning chemical you are using. This is likely to include gloves, goggles and breathing protection.

What other precautions should be taken?



Open windows to keep the area well ventilated



Clean up any spillages immediately

Stain, sticky label, chewing gum and graffiti removal

Safety Task Card

STCCL 15

Safe System of Work

1. Where required erect warning signage before starting and where appropriate use barriers and signage to prevent unauthorised access.
2. Only use the designated cleaning product for the task being carried out and follow the relevant COSHH Task Card or the manufacturer's instruction.
3. Follow the SOP provided on the back of this card and the safety precautions in the COSHH Task Card for the chemical being used. This includes wearing PPE such as protective eyewear and gloves.
4. Make sure the area is well ventilated. If you are using an organic solvent, eye and breathing protection PPE must be worn.
5. Do not spray chemicals close to electrical equipment or sockets; apply the chemical to the cloth.
6. Do not spray chemicals close to sources of ignition; apply the chemical to the cloth.
7. If using a scraper, wear protective gloves, use it at a gentle angle, pushing away from your body, exerting even pressure and keeping the non-scraping hand behind the scraper to prevent cuts.
8. Use appropriate high-level cleaning tools to reach high levels.
9. If necessary, use a step stool or stepladder (less than 0.8m high) to reach higher levels.
10. Refer to STCGE 10 and only use a step stool or stepladder if you have been trained to do so.
11. Where the task requires use of a step stool or ladder with a height of 0.8m or above, do not continue with the task and refer to your manager.
12. Return cleaning chemicals to their designated storage.

Continued on reverse

If you have any concerns, stop and speak with your line manager before proceeding.

List any additional hazards or risks you have identified and control measures required to manage these.

Stain, sticky label, chewing gum and graffiti removal continued

Safety Task Card

STCCL 15

Safe System of Work

13. Remove any barriers and signage once the task has been completed.
14. Clean any equipment used and store it safely.
15. Clean up any spillages immediately and use wet floor warning signs when appropriate.

SOP (Standard Operating Procedures)