



SAFETY



CONVERSATION



Topic: Damp Mopping

WHAT YOU'RE GOING TO LEARN

This Safety Conversation is all about the safest and best way to carry out damp mopping. It highlights the hazards and control measures to be aware of when dealing with a spillage or damp mopping as part of your daily tasks.

HOW IT WILL HELP YOU IN YOUR JOB

Following this conversation, you will:

- Understand the correct method for damp mopping
- Know the actions to take when dealing with a spillage
- Be aware of the safety precautions to take when damp mopping

WHAT YOU NEED TO KNOW

When damp mopping:

- Ensure you are using the correct cleaning product for the floor surface and in the correct dilution
- Never mix cleaning products
- Where required use manual handling aids to transport equipment over distances i.e. bucket on castors
- Don't fill the bucket more than half full
- Work with the bucket behind the line of work
- Use a dry mop after mopping to speed up the drying process
- Do not leave equipment lying around; clean it and return to the designated storage location after use
- Ensure warning signage is displayed during the clean and while the floor is drying. Once it is dry, remove the warning sign as they can become trip hazards.

When mopping up a spillage:

- Alert colleagues and or visitors with the use of prominent signage
- Remove any debris from the floor and dispose of it in the nearest appropriate bin. Make use of blue roll for this.
- Damp mop the area as detailed above
- Use a dry mop to completely dry the floor
- Once the floor is dry remove the wet floor signage and store correctly
- Clean and return all cleaning equipment to the allocated storage area. Remember to wash your hands.

PUTTING WHAT YOU'VE LEARNT INTO PRACTICE

- Check that you have adequate cleaning equipment
- Make sure you and your team are aware the equipment and warning signage is stored
- Check your cleaning record and ensure that where possible floor cleaning is scheduled for quieter periods in the day



BE MINDFUL

- Be aware of your surroundings
- Cleaning should be carried out during quite periods in the day

SPEAK OUT

- If you notice a spillage, alert you colleagues and/or visitors immediately
- Make sure warning signs are displayed and the spillage cleaned up

GET INVOLVED

- Ensure no equipment is left lying around
- If the floor is dry remove the wet floor sign.

YOUR VALIDATION

- What chemicals are used to damp mop floors?
- Where is the cleaning equipment and warning signage stored?
- Once you have damp mopped what should be done to speed up the drying process?

MORE INFORMATION

- How to mop up a spillage on the floor poster
- COM 05 Damp Mopping of Floors Risk Assessment
- HSE Website

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care



share