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| **Safety Task Card** | | | | |
| **CLN 09** | **Cleaning Electrical Hand dryers and Hair dryers** | | | |
| **Workplace Safety Hazards** | | | | |
| What are the hazards? | | | How might they be harmed? | |
| Manual handling injuries  Electrical hazards | | | Electric shock  Irritation to skin and eyes | |
| **Safe System of Work** | | | | |
| * All operators to be trained in correct method (Refer A+ Method SOPs or equivalent) and correct use of equipment. * Examine areas to be cleaned to check any hazards including damaged equipment or edges and report to relevant person before commencing the work. * Equipment maintained by competent persons to manufacturer’s recommendations and instructions. * Use only the designated cleaning product for the task being carried out and only from the approved clearly labelled containers. Always use chemicals in the correct dilution and in accordance with manufacturers’ user instructions. Never mix cleaning products together. Never leave cleaning products unattended and store safely after use. * Suitable Personal Protective Equipment must be worn in accordance with COSHH Product Assessments. Always Use PPE. If damaged or mislaid report it to your manager. * Risks of cross-contamination to be avoided by using different cloths for cleaning urinals, WCs and bidets than for another washroom/bathroom equipment. Where practicable, a standardised colour-coding scheme for cloths should be implemented and staff trained in that scheme * Do not attempt to insert the hands or cleaning materials inside the hot air outlet of a hand dryer as there may be an exposed heating element. * Regularly check the air intake grill on the hairdryer as a build-up of dust may cause overheating and possible fire. * Erect suitably located warning signs/barriers as appropriate to warn or prevent unauthorised access when cleaning in progress. * Implement the Safe System of Work/Control Measures in the Electrical Safety Risk Assessment, Ref MAN 05. * Implement the safety precautions in the COSHH Product Assessments. | | | | |
| **Site Specific Actions**  List any actions required in addition to the above safe system of work | | | | |
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| The above control measures are implemented within my unit. All relevant staff are aware of these control measures and this is recorded in the training record for this safety task card. | | | | |
| Unit Manager Name | | Signed | | Date |
| **Safety Card Training Record** | | | | |
| **CLN 09** | **Cleaning Electrical Hand dryers and Hair dryers** | | | |
| I confirm that I fully understand the risks and control measures associated with the task  and that I will follow the Safe System of Work at all times. | | | | |
| Operative Name | | Signature | | Date |
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