

Equipment Maintenance

As important as choosing the right equipment is maintaining it. A broken piece of equipment costs money in several ways and presents a safety hazard.

Broken or damaged equipment cost money:

- Down time increases labor costs.
- Lengthy down time may cause floor appearance to deteriorate to the point where regular procedures may not work and major restoration is required.
- The cost of repair and parts.
- Malfunctioning equipment can produce inferior, if not totally unacceptable results.
- Excessive equipment failure, resulting in poor performance, can ultimately cause the loss of a cleaning contract or ones job.
- OSHA and other regulatory agencies can impose fines.
- Injuries as a result of faulty equipment can result in medical and legal expenses.

Needless to say, safety is compromised when equipment is not in good working order!

At the end of a shift or upon completion of work each piece of equipment should be:

- Cleaned and wiped down, top to bottom.
- With more attention paid to indoor air quality, filter bags for vacuums have become more and more efficient. Vacuum filter bags should be checked for fullness and changed if needed. Never leave a vacuum cleaner without a proper filter bag!
- Electrical cords should be checked for breaks or frays.
- The male plug should be checked for breaks.
- Keep equipment clean. Drain out unused cleaning solution and dirty water. Leave tanks open for air circulation to reduce odor and bacteria. Dispense of these liquids in appropriate manner.
- If necessary, recharge equipment. Check battery for any required maintenance.

Extension Cords

Use extension cords **only** when an electrical outlet is unreachable from where your work must be performed.

When you must use an extension cord, view it as an electrical funnel. Going back from the equipment cord toward the electrical outlet, the extension cord should be of a larger gage than the cord on the equipment. If you are using a floor machine that has a 14-gage cord, you should use a 12-gage extension cord. If your floor machine has a 12-gage cord, you should us a 10-gage extension cord. Same for vacuums.

