



# SAFETY



# CONVERSATION

**Topic:** Floor Cleaning

## WHAT YOU'RE GOING TO LEARN

In this safety conversation you will learn about risks of slips and trips associated with floor cleaning in the workplace. Mopped floors are one of the main factors in causing slip and trip incidents and contribute as the direct cause to over **12% of injuries to our colleagues and customers.**

## HOW IT WILL HELP YOU IN YOUR JOB

Following this conversation, you will:

- Understand the importance of following the correct cleaning process
- Know how to clean any area safely by following some simple steps
- Understand how carrying out routine floor cleaning tasks puts all of us at risk

## WHAT YOU NEED TO KNOW

**Cleaning systems** - Wet floors can be caused by several factors and cleaning is one of them. We use a range of equipment to clean floors, the vast majority involve physical effort and a cleaning system, whether it is a mop and bucket, vacuum cleaner, electric scrubber cleaner, or ride on equipment, they all can increase the risk of slips, trips, and falls. The equipment you use must be serviceable to ensure it is effective. Remember to follow the correct procedures and methods you have been trained in for cleaning the floor – don't cut corners! **Don't forget to use the appropriate warning signs and take them away when the floor is dry.**

**How can I clean the area safely?** - It is important you plan the cleaning of the floor ahead to ensure the area you clean is secured, and no one slips on it, including yourself. Some top tips to prevent slips on mopped floor: wear appropriate slip-resistant footwear; clean in sections, so there is a dry path through the area; clean during quiet times, when pedestrians are not around; physically exclude others from wet cleaning areas, by closing off the area or using physical barriers while the floor is wet; **ensure others are made aware that cleaning is in progress, by using wet floor sign or barriers** – remember to remove them once the floor is dry.

**We are all at risk** - Wet floors are part of the workplace for all of us and by being vigilant and mindful we can prevent slips, trips and falls. Whether you are a pedestrian, or cleaning of the floor is a part of your job, you have the same responsibility of being cautious when floor cleaning is carried out. Watch out for any wet floor signs or trailing wires from buffing machines or vacuum cleaners. Don't enter the area if it is being cleaned, use an alternate route when instructed to do so. **Remember- We Look Out For Each Other!**

## PUTTING WHAT YOU'VE LEARNT INTO PRACTICE

Floor cleaning can cause or prevent slips and trips. Let's discuss what we can do to improve safety when mopping/scrubbing the floor.

- How can we make the area safe when mopping/scrubbing?
- Can we improve the process or the cleaning method?



## BE MINDFUL

- Use the correct equipment and cleaning procedure for the task
- Wear your safety footwear and control access to the area you have cleaned
- Use your equipment carefully - leave it in the right place, and don't overfill mop buckets to avoid spillages

## SPEAK OUT

- Report any Hazard Observations or Near Misses and communicate them to your colleagues
- Ensure others are made aware that the floor cleaning is in progress
- Report any damage or disrepair to the cleaning equipment

## GET INVOLVED

- If you have an idea on how to improve the floor cleaning process tell your line manager
- Encourage your team to follow the correct procedures and to use the right equipment for the task

## YOUR VALIDATION

- What can we do to reduce the hazards created by floor cleaning?
- When should we remove any warning signs?

## MORE INFORMATION

- Compass HSE Website
- Company Risk Assessments



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