

STANDARD OPERATING PROCEDURES**Vacuum – Wet/Dry**

DO NOT use this equipment unless you have received authorization from the Shop Coordinator



Nonslip shoes or shoe covers must be worn.



Hearing protection must be worn.



Safety goggles must be worn for emptying.



Appropriate gloves must be worn.

Pre-Operational Safety Checks

- ✓ Ensure electrical cord is in good condition; not frayed or damaged.
- ✓ Ensure ground plug terminal is not broken off.
- ✓ Check to ensure the equipment is in good condition.
- ✓ Report damaged/malfunctioning equipment immediately and remove from service.
- ✓ Check the condition of the cord.
- ✓ Plug equipment into a GFCI receptacle. Keep area free of tripping hazards.

Safe Practices During Operation

- ✓ Use caution when working on wet surfaces.
- ✓ Beware of objects in the room that could be damaged.
- ✓ Use good posture and avoid overextending while vacuuming.

Ending Operations and Cleaning Up

- ✓ Only empty contents into a hopper room sink.
- ✓ When emptying contents/stripping solution be sure safety goggles are being worn.

DON'T

- ⊗ Do not move or unplug computers and telephone systems.

SOP must be used in conjunction with an effective training program