

13.06.04

DESCRIPTION:

**JOB SAFE PRACTICES**  
**General - Cleaning equipment**

ITEM	HAZARD H/M/L	INJURY/RISK	RESPONSIBILITY
<p>Use only approved workplace chemicals to clean equipment.</p> <p>Wear the appropriate Personal Protective Equipment (PPE) when using chemicals.</p> <p>Follow instructions for approved workplace chemicals.</p> <p>Use the correct and labelled dispensers only.</p> <p>Chemical Folder</p>	Exposure to chemicals	Burns, irritation, breathing difficulties	<p><b>Store and Department Management</b> – To inspect and maintain equipment and to inform, instruct, train and supervise staff.</p> <p><b>Store staff</b> – To work safely, to report unsafe conditions and not operate faulty or unsafe equipment.</p>
<p>Ensure equipment is turned off before cleaning and unplug.</p> <p>Inform other employees that the equipment is off.</p>	Inadvertent operation	Lacerations, entrapment, electric shock	<p><b>All staff</b> – To identify and report unsafe conditions and implement the Out of Service tag procedure</p>
<p>Ensure you do not leave sharp objects, for example knives, in sink or buckets.</p>	Sharp objects	Lacerations	<p><b>Note</b> – This Standard Operation Procedure highlights the critical safety hazards when cleaning equipment.</p>

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