



iCLEAN

Custodian who Learns, Educates, Achieves & Networks Success.
Providing Safe, Clean, Efficient & Attractive Schools.

Burnisher Training

Recommended PPE:

- Proper foot wear, eye protection, and gloves. (Individuals with allergies may want to wear a dust mask).

Safety procedures:

- Use your PPE when using, servicing, and cleaning the machine.
- Keep hands and feet away from moving parts of the machine.
- Be sure you have a firm grip on the handle of the machine at all times.
- Constantly check around you for staff, students or anyone that may enter your work area. The more alert you are the less likely an accident may occur.
- Keep all objects clear of the exhaust system during and after operation.
- Do not leave this machine unattended while the engine is running.
- Do not run the machine on the floor in one spot for more than a few seconds. Damage to floor surface can occur.
- Never store the LPG tank on the machine.
- Always store LPG tanks in your approved flammable storage room.
- When the LPG tank is attached to the machine and not running, the operator should not leave the machine unattended except for short periods of time such as rest stops, washroom or meal stops.
- The operator must completely understand all instructions, warnings and operating procedures before using this machine.
- Never leave the machine unattended with the key in it. Take the key out of the ignition and take it with you.

Pre use checklist:

- Check the engine oil.
- Make sure the machine is level when checking the oil. Always take two readings of the dipstick before adding oil. If the oil level is below the full mark, add just enough oil to the engine to bring the oil level up to the full mark. **Never over fill.**
- Check that the air filter is clean.
- Check the engine for signs of leaks.
- Check condition of the gas hoses, there should be no cracks or frayed hoses.
- Check that the carbon monoxide detector “Dead Stop” is installed on the handle of the machine and is in good condition.
- Check that the proper pad is installed on the machine and is in good usable condition.
- Check the condition of the drive belt. Not frayed, no cracks, or no chunks missing from the belt.
- Check the throttle lever that it moves freely and does not bind.
- On electric start models check the plug end for damaged or loose prongs. Check the power cord for wear or damage. Report any damage or wear to your supervisor immediately and take burnisher out of service.

Pads:

There are several types of pads for the burnisher, here are a few that we recommend to use.

White/joey pad – this is a white, soft buffing pad to be used on fresh/new finish.

Pink eraser pad – this is a pink colored pad and is good for taking out shoe scuff marks from the finish.

Hog hair pad – this is a beige colored pad with natural fibers in it and is used to take out scuff marks and some scratches.

Using the Burnisher:

Start by installing the propane bottle. Make sure the couplers are in line and screwed together hand tight. If this is not done properly, fuel will not pass through to the regulator. Never complete the connection of the tanks to the machine by using a wrench. Always do it by hand.

Changing the pad:

To install a fresh pad, check the manufactures recommendation on how to set the machine to replace the pad. Unscrew and remove the pad-centering ring. Remove the old pad and center the new pad onto the pad driver. Reinstall the pad-centering ring.

Starting the machine:

Set the machine on its back wheels so the pad is off the ground. Open propane (LPG) tank valve about ¼ turn (counter clockwise). Set throttle control at idle.

Battery start – set the run/stop switch to the run position, turn key to the start position & move throttle toward fast position. If engine does not start, release key, return the throttle to the idle position and try again.

Electric start – unwrap power cord and plug into a grounded outlet. Set the run/stop switch to the run position, move throttle toward fast position and push “Start” button until engine starts. Starter should not be engaged for more than 10 seconds at a time. Once the machine starts, unplug the power cord and wrap it up.

Operation of burnisher:

- Start walking forward, as you walk forward lower the front of the machine down so the pad is in full contact with the floor then increase your throttle.
- Follow behind the machine in a straight line.
- Go back and forth in a straight line slowing down in your turns.
- Overlap slightly on your next pass.
- When you reach a corner there will not be enough room to just turnaround, back the machine up a few feet and then move forward in the direction you need to turn, you will have to do this a couple of times to walk the machine over far enough to make the turn.
- Periodically check the floor to see if you are getting swirls in your finish. If there are swirls present, then you will need to clean the pad.

Cleaning the pad:

To clean the pad, take the machine outside to an unoccupied area, increase the throttle between ½ and ¾ and slowly lower the machine on to the concrete surface making full contact with the pad, raise the machine back up and lower it again. **Do not slam or bounce the pad driver on the concrete as damage to the machine can occur. Never put your hand or any items under the pad to clean it while it is running! Serious injury can occur!** After the pad is clean, return to building and continue burnishing the floor.

Shutting the Machine off:

Once the area you are doing is complete, (while still moving forward), reach down and shut off the propane (LPG) tank valve **clockwise**. Keep the machine moving until it runs out of gas and shuts off. Move the run stop switch to the stop/off position and then turn the key to the off position. Never shut the machine down by turning the key off, there is a possibility of damage

to the machine. Only in the case of an emergency do you shut the machine down by the key or kill switch.

Cleaning and storing the machine:

Wear your PPE when cleaning and servicing the machine. After using the machine, the motor and exhaust will be very hot, let it cool before cleaning and servicing. Clean the air intake screen after each use. Blow off the dust from the machine, pay particular attention to the cooling fins on the engine. Note any wet or oily areas of the engine and report them to your supervisor. Use a cotton or microfiber cloth to wipe down the machine. Disconnect the (LPG) tank and put it in your flammable storage. Put the burnisher in a proper storage area.

Recommended maintenance:

- Clean air intake screen daily.
- Check for loose or lost nuts and screws daily.
- Check for fuel and oil leakage daily.
- Check and add engine oil daily.
- Clean air cleaner foam element every 25 hours of use.
- Clean air cleaner paper element every 50 hours of use.

Burnisher maintenance done quarterly by service contract:

Oil changes, belt adjustment/replacement, air filter replacement, spark plug replacement, lubricate wheels, test carbon monoxide output levels, and replace the carbon monoxide detector.

Acknowledgement of Training: Burnisher Training

Site/Location: _____

Plant Manager/Trainer Signature:

Print name, _____

Signature, _____ / Date _____

By signing this, you are acknowledging that you have trained and physically demonstrated the proper use and care of the Burnisher to the employee.

Employee Signature:

Print name, _____

Signature, _____ / Date _____

By signing this, you are acknowledging that you have received proper training on the use and care of the Burnisher, and have physically used the Burnisher under the supervision of the Plant Manager/Trainer.

Please print, sign, scan, and email this portion back to David Van Mensel at Custodial Services. dvanmens@pasco.k12.fl.us Keep a signed copy in the employee's file at the worksite.