



iCLEAN

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

Carpet Spotter Training

Recommended PPE:

- GFCI, Gloves and goggles.

Safety Precautions:

- Wear your PPE when operating, servicing, and cleaning the machine.
- Do not unplug machine by pulling on the cord, grasp the plug end at the receptacle and pull straight out.
- Do not use unless a GFCI is installed on power cord.
- Do not pull machine by cord or plug.
- Do not pull cord around sharp edges of corners.
- Do not stretch cord.
- Do not handle plug with wet hands.
- Do not use an extension cord with this machine.
- Unplug the machine as soon as you are done using it. **Never leave a machine unattended while it is plugged in.**
- Never run the Carpet Spotter pump out of water/solution.

Pre Use Checklist:

- Check the plug end for damaged, loose or missing prongs. If the plug end has damage **DO NOT USE! Cut the plug end off**, take the carpet spotter out of service and report it to your supervisor.
- Check the power cord for damage, bare spots, kinks or exposed wire. If the power cord has damage **DO NOT USE! Cut the plug end off**, take the carpet spotter out of service and report it to your supervisor.

- Check to see that the GFCI breaker is in proper working order, if not **DO NOT USE!** Take the carpet spotter out of service and report it to your supervisor.
- Check that the recovery tank is empty and clean.
- Check that the solution tank is clean.
- Check the vacuum hose for wear or damage.
- Check the vacuum head for wear or damage.
- Check the pressure hose for wear or damage.
- Check that the spray lever works properly.
- Check the vacuum switch to make sure it is working properly. If replacement parts need to be ordered or installed, notify a supervisor.
- Check the pump switch to make sure it is working properly. If replacement parts need to be ordered or installed, notify a supervisor.

Setting up the Carpet Spotter:

Unlatch the top recovery tank and pull up to remove from the bottom solution tank. Add water to the solution tank using the front fill point. Attach the vacuum hose and water line quick disconnects to the carpet spotter. Ensure the latch attaching the recovery tank and the solution tank is closed. Attach the vacuum hose and water line disconnects and move carpet spotter to the work location.

Using the Carpet Spotter:

When cleaning up bodily fluids, clean up the mess with your bodily fluid clean up kit, apply germicide or pro-quat to disinfect the area. Use the Carpet Spotter to remove the residue from the carpet. Connect the power cord to grounded outlet. When cleaning an area, move so that you are moving away from the power supply. This will help avoid entanglement with the cord as well as reduce the need to move to a different power source. Turn on the solution pump switch and the vacuum motor switch. Use the hand tool to spray and recover the solution. Set the hand tool on the carpet, depress the lever on the hand tool to dispense liquid and move the hand tool forward through the area to be cleaned. Release the lever and pull the hand tool back through where you just sprayed to pick up the liquid. Move the hand tool over and repeat this process. Go over the area as many times as it takes to rinse the chemicals out of the carpet. When you have sufficiently rinsed the carpet you will need to make a few drying passes to pull as much water out of the carpet as you can. Check the level of the recovery tank while using the machine, empty as needed.

Emptying the Recovery Tank:

Disconnect the water line and the vacuum hose. Unlatch the top recovery tank and pull up to remove from the bottom solution tank. ONLY drain the recovery tank in a suitable outlet for waste water. Before reinstalling the recovery tank, check to see if you need to add more water/solution to the solution tank.

Cleaning and Storing the Carpet Spotter:

Drain the recovery tank. Triple rinse the tank and hose with hot water, then disinfect with proquat. Use a damp microfiber cloth to wipe down the outside of the machine and to wipe down the power cord as you wrap it up. It is recommended that you allow the hose and recovery tank to air dry before you put it in storage, this will prevent smells from forming. Store the carpet spotter in its proper location.

Acknowledgement of Training: Carpet Spotter 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 Carpet Spotter 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 Carpet Spotter, and have physically used the Carpet Spotter 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.