

# JOB HAZARD ANALYSIS - Task Specific


 NEW

 REVISED

**WORKPLACE TASK TO BE ANALYSED**

Washing Floors

**DEPARTMENT**

Hospitality Services

**WESTERN JOB CLASSIFICATION\***

Culinary Production / Culinary Support

**REQUIRED EQUIPMENT AND/OR PERSONAL PROTECTIVE EQUIPMENT**

Mop Bucket / Mop / Chemicals / Wet Floor Sign

**WESTERN HAZARD CATEGORY\***

Work Site Hazards

**HAZARD TYPE\***

Slip / Trip / Fall / Chemical Spills

**LOSS POTENTIAL RATING\***

Moderate

\*refer to Stantec Specific Job Report

**DATE:**

May-21

**WRITTEN BY:**

Committee

**REVIEWED BY:**

Jim Ross

**MGMT APPROVAL:**
**SEQUENCE OF TASK**
**POTENTIAL HAZARDS**
**ACTION OR PROCEDURE**

Before mopping, place wet floor signage in appropriate areas	Slip / Fall	
Ensure mop bucket and mop head are clean prior to starting		
Using proper chemicals and water mixture, fill the mop bucket (no more than half full)	Spills	Follow SDS sheets for chemical handling
Slowly move mop bucket to work area, starting with furthest point and working back		
Place mop in mixture and then wring out appropriately, making sure to not spill mixture on floor		
Starting with furthest point, begin to mop the necessary area, while maintaining good posture and secure footing on dry floor	Slip / Fall	
When mopping is complete, place mop back in bucket and roll to mop storage area		
Wring out pop and hang upside down above the drain sink		
Slowly pour out mop bucket into drain sink, avoiding any spills/splashes		
Rinse out mop bucket and pour into drain sink, always bending knees to lift		
Once floors are completely dried, return wet floor signage to proper storage area		