



Safe Work Procedure Charging Batteries/ Floor Cleaner

Department and Program: Physical Plant Maintenance

Date First Approved: October 2018

Date Reviewed: February 2023 Version 2.0 SWP-PP-GEN-027

This Safe Work Procedure must be reviewed any time the task, equipment, or materials change and at a minimum every three years.

DO NOT perform this procedure until you have been appropriately trained and authorized to do so.

Required Training

- Must be trained by an experience competent person

Required Personal Protective Equipment and Devices



CSA Approved Safety Footwear Required



Rubber Gloves Required



Eye Protection Required

Potential Hazards

- Pinched Fingers
- Electric Shock
- Electric Burns
- Battery Explosion

Pre-Operational Safety Checks

- Ensure working area is well ventilated
- Ensure there is no standing water
- Ensure all electrical cords are not torn or frayed

Prohibited Activities

- One rider on machine

Safe Work Procedure

1. Inspect required personal protective equipment and replace if required.
2. Put on all required personal protective equipment.
3. Turn off machine.
4. Pull out ride-on machine key.
5. Set parking break.
6. Release emergency off button under seat.
7. Raise battery hood and lock arm in open position.
8. Unplug battery charger from electrical outlet.
9. Connect charging plug to charging unit.
10. Plug battery charger into electrical unit.

If an emergency situation occurs while conducting this task, or there is an equipment

malfunction, shut the equipment off immediately and follow the lock out procedure.

REPORT ANY HAZARDOUS SITUATION TO YOUR INSTRUCTOR/SUPERVISOR IMMEDIATELY

Housekeeping

- Ensure equipment is off.
- Ensure the battery tops and caps are clean of debris.
- Ensure the machine is clean and ready for use the next day

**Guidance Documents/ Standards/
Applicable Legislation/ Other:**

Guidance Documents:

- Operator's Manual

CSA Standards:

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Manitoba Regulation 217/06:

- 2.1 Safe Work Procedures
- 6.1 Personal Protective Equipment

Date Written: 2017/08/09

Procedure Developed By:

Date Revised:

Approved By: Michael McCormick, Director of Physical Plant

Signature: _____



Date Approved: 2023/2/1

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