

## SOP2. GUM REMOVAL FROM SOFT SURFACES

**STEP 1. PREPARE** Ensure protective clothing is worn as advised and your hands are clean and dry. Carry out safety checks on the equipment as instructed in the user manual. Place all warning/safety signs are correctly positioned around the area to be cleaned. Wearing the disposable gloves, remove any large debris and place in the refuse sack.

**STEP 2. SETTING UP** Set the machine ready for use as per the user manual supplied. Fill/refill the water bottle to the correct level. Ensure the waste vacuum bucket is empty. Ensure the Gum Removal chemical has been selected and fill the chemical bottle to the correct level. Open doors and windows in the area to allow the steam to ventilate.

**STEP 3. LETS GET STARTED** Fit the detail nylon brush to the short steam lance. Connect the short steam lance to the extension tubes, and connect to the vacuum hose, ensuring you lock the clip in position. Fit the steam and vacuum hose into the front of the machine ensuring the steam flap clips into place. Turn the steam control knob (if applicable) to your desired setting. Press the red steam trigger under the handle to dispense the steam. Press the white rocker switch on the handle to dispense the chemical.

**STEP 4. CLEANING** Holding the detail nylon brush 2cm's over the chewing gum, release the steam by squeezing the red trigger on the hose pistol grip. Press the white rocker switch to release a burst of chemical with the steam. Hold for 3-5 seconds and release. At the same time as the chemical is released, agitate by using a short scrubbing motion until all chewing gum is dissolved. Remove short steam lance, fit floor tool with carpet insert to extension tubes, steam & vacuum at the same time to freshen carpet.

**STEP 5. COMPLETION** Use the correct colour coded cloth or paper towel to wipe away any splashes on the skirting boards. Steam clean all equipment that has been used and tidy away, along with safety/warning signs. Dispose of gloves and refuse sack. Wash and dry hands.

# Always Think Health & Safety

- DO - Read and understand user manual before carrying out any cleaning tasks
- DO - Display Safety/Warning signs in the correct places
- DO - Lock the steam trigger before changing or connecting accessories
- DO - Report any problems or damage to the machine immediately
- DO - Maintain the machine in accordance with instruction manual
- DO - Use the correct specification of extension lead suitable for the machine
- DO - Ensure correct PPE is worn

- DO NOT – Use the machine if you are untrained
- DO NOT - Use this machine near people, children or animals
- DO NOT - Point the steam at other electrical apparatus
- DO NOT - Use the machine to clean the machine down
- DO NOT - Use on Velvet, satin or leather
- DO NOT - Leave this machine unattended whilst connected
- DO NOT - Hold or touch the steam outlet. This will be extremely hot.