



Duplex-Cleaning-Machines



@Duplex UK



Duplex CleaningUK



Duplex Cleaning Machines

Duplex Cleaning Machines (UK) Ltd.
Unit 27 Joseph Wilson Ind. Est,
Whitstable, Kent CT5 3PS.
Tel: 01227 771276
Fax: 01227 770220
info@duplex-cleaning.com
www.duplex-cleaning.com



RISK ASSESSMENT AND METHOD STATEMENT (RAMS) FOR THE REPAIR AND SERVICE OF DUPLEX EQUIPMENT

Duplex Cleaning Machines are committed to achieving
excellence in safety management

All work will be conducted in accordance with the relevant Health and Safety regulations

Items marked with an asterisk (*) need to be completed by site
manager/supervisor

PROPOSED WORKS: **PMA SERVICING AND REPAIR**

*WORK ORDER:

*LOCATION:

*DURATION:

*DATE:

*HSE NOTIFICATION REQUIRED: **Yes/No**

*NUMBER OF OPERATIVES LIKELY TO BE INVOLVED:

*MANAGER/RESPONSIBLE PERSON:

*ON SITE SUPERVISOR:



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BRIEF DESCRIPTION OF THE WORKS

Preventative maintenance and/or repair of Duplex Cleaning machines range of equipment

SEQUENCE OF OPERATIONS

1. Ensure no public access to work area
2. Place warning signs at the entrance and exit to area
3. Ensure work area is suitable/fit for purpose
4. Ensure access to safe and suitable power supply (240v 50Hz)
5. Only trained and competent Duplex engineers to repair and/or service Duplex equipment
6. Check mains cable for damage before testing
7. Get permission and O/N to replace mains cable if damaged, if cable cannot be replaced for whatever reason no further work can be carried out and mains plug to be removed. Inform customer that the machine has failed PAT. Go to 11.
8. PAT test machine prior to commencing any work
9. Carry out specified work and complete Duplex Service Report Form
10. PAT test machine and use the machine to confirm correct operation
11. Leave customer with copy of service report form
12. Remove equipment and leave area clean and safe



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Risk Assessment

Hazards Identified	Persons at Risk	Existing and Additional Risk Control Measures	Risk Remaining After Controls
Contact with equipment – Contact with rotating brushes	Operators	Equipment meets current POWER requirements. Operators to be trained in the handling and use of equipment. Operators need to wear general protective clothing and gloves.	Low
Electrical – Mains cable damage	Operators	Cable management training to be provided to operators – KEEP CABLE AWAY FROM ROTATING BRUSHES. Electrical risk addressed by electrical systems having 30ma RCD protection built into site systems. Engineer to use portable RCD for connection to customers supply if required.	Low
Contact with hot equipment / steam temperature. Risk of steam escape during service and testing	Operators	Clear warnings are provided on equipment. Protective clothing, gloves and safety footwear to be provided. Operators to be trained in the handling and use of equipment. Risk is minimal- if customer is concerned that this may set off fire detection equipment the area needs to be isolated from the system for the duration of the service or alternatively the heat and or smoke detectors covered – if isolated then a physical watch must be maintained in the isolated area.	Low

PROTECTIVE EQUIPMENT REQUIRED BY OPERATOR ON SITE

Standard protective clothing used during general cleaning tasks including gloves and safety footwear

ADDITIONAL PERSONAL PROTECTIVE EQUIPMENT REQUIRED FOR SPECIFIC OPERATIONS

As requested



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NOTICES /SIGNAGE (In accordance with the Code of Practice for Third Party Works)

Operatives at work/Cleaning in progress

IMPLICATIONS TO THIRD PARTIES / GENERAL PUBLIC

Restricted access to work area, using signed barricades if necessary

TRAFFIC MANAGEMENT - ROAD / PEDESTRIAN, ETC

Restricted access to all areas being used for repair/service

COSHH/DATA SHEETS - Dependant on chemical used these are available from www.duplex-cleaning.com

EMERGENCY SERVICES

***Local contact numbers.....**
If the situation is an emergency then DIAL 999 and request the required service