

PRODUCT RISK ASSESSMENT

PRODUCT: PROCHEM STAIN PRO B144
PRODUCT TYPE: REMOVAL OF STAIN ON CARPETS

Introduction This document confirms the method to be used for spot cleaning carpets.

Requirements Contact supervisor to replenish supplies and replace damaged equipment

Equipment

- Carpet spotting cleaning solution
- Scraper or putty knife
- Paper hand towels/clean white cloths for blotting up stain
- Chair brush
- Carpet extractor
- Extension lead, if required
- Rubber gloves
- Floor sign 'Cleaning in Progress'

Spot Cleaning Carpet Contact supervisor to replenish supplies and replace damaged equipment

Step	Action						
1	Pick up all necessary equipment and supplies						
2	As necessary, move furniture and remove by hand any large pieces of debris from carpet. Note: Two people may be necessary to move furniture safely.						
3	Check to see if the spot is still wet.						
	<table border="1"><thead><tr><th>If...</th><th>Then...</th></tr></thead><tbody><tr><td>Spot is still wet...</td><td>Use cloth/towel to blot up excess moisture from carpet before removing spot.</td></tr><tr><td>Spot or spill is too large for cloths/towels...</td><td>Use a carpet extractor to remove excess water.</td></tr></tbody></table>	If...	Then...	Spot is still wet...	Use cloth/towel to blot up excess moisture from carpet before removing spot.	Spot or spill is too large for cloths/towels...	Use a carpet extractor to remove excess water.
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Spot or spill is too large for cloths/towels...	Use a carpet extractor to remove excess water.						
4	Spray spot cleaning solution on spot and let soak for several minutes. <ul style="list-style-type: none">• This will help to loosen the stain.						
5	Use the scraper or putty knife to agitate the spot from the outside of the spot into the centre. <ul style="list-style-type: none">• This will prevent the spot from getting bigger while loosening the soil.						
6	After the spot has been agitated, place a clean cloth/towel on top of the spot. Apply pressure to allow the spot to transfer into the cloth/towel.						
7	Repeat steps 4-6 until the spot has been removed. Note: If necessary, rinse the spot with clean water to remove any chemical residue. Blot dry with a clean cloth/towel.						

References MS001.1.0023, PROCEDURE: Carpet Extract

Summary of Change This document reflects current practice. Two year periodic review.
No change to content. Training impact = Minor.