CAR WASHES

NAICS Code

811192 Car Washes

Section 9

SAFETY RULES, POLICIES, AND PROCEDURES

The safety rules contained on these pages have been prepared to protect you in your daily work. Employees are to follow these rules, review them often and use good common sense in conducting assigned duties.

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ALL EMPLOYEES

Lifting Procedures

1. Evaluate the weight of the load before lifting it by pushing it along the resting surface.

2. If the load is too heavy or bulky, use a hand truck or get assistance from a coworker.

3. If assistance is needed to perform a lift, coordinate, and communicate your movements with those of your coworker.

4. Position your feet 6 to 12 inches apart with one foot slightly in front of the other.

5. Face the load.

6. Bend at the knees, not at the back.

7. Get a firm grip on the object with your hands and fingers. Use handles when present.

8. Hold objects as close to your body as possible.

9. If you must change direction while lifting or carrying the load, pivot your feet and turn your entire body. Do not twist at the waist.

10. Set down objects in the same manner as you picked them up, except in reverse.

Ladder Usage

1. Do not use a ladder that wobbles or leans.

2. Do not use a ladder that has loose rungs, cracked or split side rails, missing rubber foot pads or other visible damage.

3. Do not place ladders in a passageway or doorway without posting warning signs or cones that detour pedestrian traffic away from the ladder. Lock the doorway that you are blocking and post the sign "Detour".

4. Allow only one person on the ladder at a time.

5. Face the ladder when climbing up or down.

6. Maintain a three-point contact by always keeping both hands and one foot or both feet and one hand on the ladder when climbing up or down.

7. When performing work from a ladder, face the ladder and do not lean backward or sideways from the ladder.

8. Do not stand on the top two rungs of any ladder.

9. Do not move a rolling ladder while someone is on it.

10. When using a rolling ladder, lock the wheels before climbing and use the handrail while climbing.

11. Do not place ladders on barrels, boxes, loose bricks, buckets, concrete blocks, or other unstable bases.

12. Do not carry items in your hands while climbing up or down a ladder.

13. Do not try to "walk" a ladder by rocking it. Climb down the ladder, and then move it.

DETAILERS

Driving Safety

1. Always press the clutch and brakes before starting a vehicle with a manual transmission.

2. Shut all doors before moving the vehicle.

3. Stand clear of vehicles driven by owners.

4. Do not approach any vehicle until the driver stops and exits.

5. Engage the parking brake and set the stick shift in gear when parking a vehicle with a manual transmission.

New Vehicle Preparation

1. Do not use a razor blade that is not in a retractable holder for scraping price stickers off windows.

Pressure Washing

1. Keep both hands on the spray gun when operating the pressure washer.

2. Do not allow hoses to loop on the floor when using them.

3. When finished using the pressure washer, coil up the hose and hang it up on the wall.

4. Do not point the pressure washer at bystanders or use it to clean yourself.

5. Do not use hoses that have splits, cracks, or other visible damage.

Cleaning Wheels

1. When spraying tire cleaner, hold the spray bottle or the applicator wand at arms length away and direct the spray away from your face.

Degreasing Engine

1. Turn the vehicle off before degreasing the engine.

2. When spraying engine degreaser, hold the spray bottle or the applicator wand at arms length away and direct the spray away from your face.

3. When cleaning a hot engine with a brush or cloth, wear gloves and stay away from the cooling fan.

4. Do not place any part of your body directly over the battery or radiator cap.

Conveyorized Car Washing

1. Shift the gear into neutral. If the car has an automatic transmission, press the brakes, and move the gear lever down two notches to "N". If the car has a manual transmission, press the clutch and brakes, and move the stick shift to the middle so that the stick shift can move left and right freely; if the stick shift does not move left and right freely, it is not in neutral.

2. Turn the vehicle off before it enters the conveyorized carwash.

3. Do not lock the vehicle doors.

4. In unusual cases where the engine must stay running, someone must ride in the vehicle while it is going through the conveyorized carwash.

5. Do not stand in the wash area while a vehicle is being mechanically washed.

Towel Washing Machine

1. Do not place any body parts in the tub while it is in operation.

2. Do not attempt to remove towels from the extractor while it is in motion.

Drying Vehicles

1. Do not attempt to cloth dry broken headlights, taillights, glass, or body damaged area with sharp pointed edges.

2. Do not stand directly in front of or behind a vehicle. Stand to the side of the vehicle when drying.

Bug and Tar Removal

1. Do not smoke while using the bug and tar remover.

2. Wash your hands with soap and water after using the bug and tar remover.

Blow Gun

1. Do not use a compressor if a belt guard is missing. Replace the belt guard before use.

2. Attach the pressure-reducing nozzle that is labeled "Reduces Pressure to 30 psi" to the air hose when using compressed air to clean. Wear safety goggles when using compressed air to clean.

3. Do not allow air hoses to loop on the floor when using them.

4. Do not point the blowgun at bystanders.

5. Disengage the hand piece from the air hose and coil up air hoses when they are not in use.

Electrical Equipment - high speed buffer, orbital, carpet shampooer, vacuum cleaner

General Rules

1. Do not use cords that have splices, exposed wires or cracked or frayed ends.

2. Do not carry electrical equipment by the cord.

3. Keep power cords away from path of vacuum cleaners and vehicles.

4. Turn the electrical equipment off before plugging or unplugging it.

5. Disconnect the electrical equipment from the outlet by pulling on the plug, not the cord.

6. Do not leave electrical equipment that are "On" unattended.

7. Do not manage or operate an electrical equipment when your hands are wet or when you are standing on wet floors.

8. Do not operate any electrical equipment if the ground pin from the three-pronged power plug is missing or has been removed.

9. Do not use an adapter such as a cheater plug that eliminates the ground.

High Speed Buffer

1. Before changing the buffing pad, unplug the high-speed buffer from the power source.

2. Only use grip locations as specified by the manufacturer as a handhold when operating the high-speed buffer.

3. Do not wear loose clothing or dangling jewelry while operating the buffer.

4. Keep your body parts and clothing away from the rotating buffing pad.

5. Place the power cord over your shoulders to keep the cord from getting tangled in the rotating buffer.

6. Do not carry a plugged-in buffer with your finger on the switch.

7. Do not operate the high-speed buffer over your head. Use a scaffold or other elevated work platform.

Orbital

1. Do not use the orbital if the power switch does not turn the orbital "On" and "Off".

2. Before changing the polishing pad, turn the power switch of the orbital to "Off" and unplug it from the power source.

3. Do not wear loose clothing or dangling jewelry while operating the orbital.

4. Do not start the orbital unless the orbital is on the car.

5. Do not take the orbital off the car while the orbital is in operation.

6. Turn the power switch of the orbital to "Off" before lifting the orbital from the vehicle.

7. Keep your body parts and clothing away from the rotating polishing pad.

8. Do not operate the orbital over your head. Use a scaffold or other elevated work platform.

Vacuum Cleaner

1. Visually inspect for sharp objects before vacuuming underneath the seat.

Obtained from Toolboxtopics.com, Carwashes, https://www.toolboxtopics.com/menu\_programs.html (Accessed August 14, 2024).