# **GFNY Floor Tech Training Policy**

**Environmental Services – ESFM Tesla GFNY**

## **📌 Purpose**

This policy ensures **floor care staff operate equipment safely, follow OSHA and Tesla standards, and maintain high-quality facility presentation.**

## **🎓 Core Training Modules**

* **OSHA Floor Care Safety** – slip/fall prevention, hazard controls, safe machine use.
* **PPE Use** – safety shoes, gloves, and protective eyewear are mandatory.
* **Equipment Certification** – I-Mops, ride-on/stand-on scrubbers, vacuums.
* **Chemical Handling & SDS Review** – proper mixing, labeling, and storage of cleaning chemicals.

## **🛠️ Role-Specific Training**

* **Daily Equipment Inspection & Sign-Out** – check battery, pads/brushes, squeegees, and controls.
* **Machine Cleaning & Storage** – flush tanks, clean pads, wipe down, park in designated areas.
* **End-of-Shift Reporting** – log issues, repairs, and supply needs to Manager.
* **Floor Restoration Skills** – strip, wax, and buff procedures; proper use of finish applicators and burnishers.

## **📍 Zone-Specific Training**

* **Restrooms** – Kaivac use for deep cleaning & sanitation.
* **Cafés/Kitchenettes** – LVT flooring maintenance (sweep, mop, periodic strip & wax).
* **Offices/Conference Rooms** – carpet extraction and spot removal.
* **Warehouses/Production** – scrubber route training (I-90, forklift lanes, docks).
* **Exteriors/Lobbies** – power washing and walk-off mat cleaning/replacement.

## **⏱️ Training Frequency**

* **Onboarding** – mandatory for all new floor techs before independent operation.
* **Annual Certification** – renew equipment certification yearly.
* **Monthly Safety Check-Ins** – review OSHA, PPE, and chemical handling protocols with Supervisor.

⚠️ **Important Note:**  
 Only trained and certified floor techs may operate ride-on/stand-on scrubbers and Kaivac systems. Unauthorized use is a safety violation and grounds for retraining and corrective action.