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Description:

OBJECTIVES


- To provide an informative guide on the selection and use of important equipment such as vacuum cleaner, shampoo machines, floor maintenance sweepers and buffing machines.

STATEMENT OF POLICY & PROCEDURE

1. Vacuum Cleaner

Day Room Attendant should be provided with a vacuum for daily light vacuuming of guestroom carpets. Two models are available – tank type or upright. Each type has its advantages and disadvantages. It is the Executive Housekeeper prerogative to select the Room Attendants vacuum style and model in consultation with her employees and Chief Engineer.

- a. Upright Vacuums:
These vacuum had rotating brushes, which help it loosed the dirt in carpets. They cannot be maneuvered under low furniture or on stairs and often do not do a good job on edges or corners.
- b. Tank Type Vacuums:
Cleans by suction alone, so frequent heavy vacuuming is necessary. Tank type vacuums have attachments for a variety of cleaning purposes like rug nozzle, dusting brush, and upholstery nozzle and crevice tool. This makes possible the vacuuming of upholstery, drapery, lampshades, furniture and vents. They have a flexible host and metal wand making it possible to reach under low furniture as well as to reach high overhead. They are easy to maneuver.
- c. Heavy Duty Vacuum:
Heavy-duty vacuum with larger capacity and more suction power (two motors) is required, for larger areas like guest corridors, public areas and guestrooms.
- d. On-The-Back-Vacuum:
This vacuum is carried on the back, like a backpack, and is excellent for hard to reach and inaccessible areas, such as staircases.
- e. Pile Brush and Vacuum (Power Brush):
A pile brush and a vacuum are used immediately before shampooing and after shampooing a carpet. It raises and grooms the pile of a carpet, which may become matted.
- f. Wet and Dry Pick-Up Vacuums:

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Wet and dry vacuum is essential piece of equipment. They are used to mop up floors, in conjunction with rotary carpet shampoos and with floor maintainers. It is advisable to look for a machine with two motors for more suction power.

2. Shampoo Machines


There are four types of shampoo machines available, each using a different method and each with its own specific uses, advantages and disadvantages.

- a. Rotary Brush – Wet Shampoo:
This machine is the oldest technique of carpet cleaning. It is essential that this type of machine is used with conjunction with a wet and dry pick up vacuum, which sucks up the shampoo and speeds drying time. It is ideal for small areas and heavy soil areas. Disadvantages are severe pile distortion and danger of over-wetting.
- b. Cylindrical Brush – Dry Foam:
This machine can be used with dry foam or with a spray mist attachments that sprays detergent cleaner on the brushes and carpet. Carpet Damage and wetting is kept to a minimum because the mist leaves so little water. Vacuuming before and after is necessary. These machines are for all-purpose shampooing.
- c. Extraction Carpet Shampooing Machine:
Extracting Carpet Shampoo machine is an all-in-one shampoo machine. It has both solution tank and recovery tank. It is a heavy-duty machine for use in large areas, such as guestrooms, corridors, and function rooms. It deep cleans carpet in a single pass, so it is a time saving machine. It has built-in brush action for superior cleaning.
- d. Dry Extraction Carpet Cleaner:
A dry extraction system is good for areas where it is not possible to wet the carpet. It will extract water soluble and greasy soils leaving the carpet clean, dry and ready to use. The system works by working into the carpet powder and then a vacuum to remove the powder.

3. Floor Maintainer

Floor maintainers are extremely versatile machines, which will strip, polish, and buff hard surfaced floors. They may also be used for rotary wet carpet shampooing.

- a. Scrubber Dryer:
A scrubber – dryer machine is essential for the hotels with large expanses of hard surfaced floors. Good quality scrubbing machine easily cleans 3,000 square meters per hour automatically scrubbing and vacuuming wet waste. It is light and can be operated by one person.
- b. Single disk-scrubbing machine:

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As a single disc, rotary scrubbing machine, this machine works in conjunction with wet pick-up vacuum machine. It has a wide range of brushes and pads which allows you to tailor to specific cleaning needs.

- c. Multi purpose single disc scrubbing machine with vacuum:
This machine can be used as a scrubber, wet and dry pick-up, stripping, polishing and spray cleaning of any type of hard flooring.

4. High pressure Washer

- a. A high pressure washer designed to clean and remove the most stubborn stains. It can be used for cleaning any surface or area that can be cleaned with water, as long as suitable drainage exists. For example, it can be used on concrete or tile pool areas, outside pathways, driveways, outside terraces, etc. The water is delivered through a hand held trigger at 700 pounds per square in inch.
- b. Often the engineering or the Stewarding department in a hotel will have a Water Pressure Machine. In small operations it would not be necessary for Housekeeping to purchase its own machine.

5. Floor Sweepers

- a. Automatic Floor Sweeper are designed for thorough cleaning of large and small areas such as auditoriums and big, open areas such as parking lots and walk-ways. In one pass the Sweeper gathers up dirt and debris, and easily sweeps up to 10,000 square meters per hour with its 28-inch chevron design, main broom and optional 12-inch side broom.
- b. Smaller sweepers are also available and are suitable for those outside areas which require frequent sweeping, yet are too big for an individual to do efficiently and too small to invest in a big powered sweeper.

6. High Speed Buffing Machine.

This machine is suitable for high gloss finish marble polishing. The approximate 2000 rpm speed required marble buffing.

Note:

- A sample of all mechanical equipment should be obtained prior to purchase and be given to the Chief Engineer for inspection and his approval.
- The ready availability of spare parts and prompt service should be taken into consideration prior to any purchasing decisions being made.