

**ANSWERS TO QUESTIONS FOR ASSESSMENT OF  
OPERATORS ABILITY/KNOWLEDGE  
TO OPERATE**

**Polivibe Vibro Machine**

**OPERATORS ARE REQUIRED TO DEMONSTRATE THE FOLLOWING**

**Question 1** Assuming you are the first person to operate the machine in this shift –  
number the following tasks in priority order that you would perform before  
operating this machine

**ANSWER**

- 1 Check the lead for damage, current test and tag fitted
- 2 Check to ensure all parts on machine are serviceable
- 3 Fit the pad to the machine – **demonstrate how this is done**
- 4 Connect lead to power supply –**an extension lead should not be used**
- 5 Move wheels back from the floor **YES**
- 5 Adjust the handle to your requirements

**Question 2** Prepare an area in shopping center (unoccupied) where the vinyl floor is to  
be polished / scrubbed

**ANSWER**

- 1 Barricade the area off – **YES**
- 2 Remove any obstructions before commencing work -**YES**
- 3 Attach an extension lead to the machine so you didn't have to change power points  
during the job – **NO**
- 4 Place safety signs in strategic locations - **YES**

**Question 3** To operate the machine you:

**ANSWER**

- 1 Can use any pad or brush for any job – **NO.**
- 2 **WHY** – A **brush** cannot be used on this machine.
- 3 You start at the furthest point and work back to the power supply **NO.** Always work  
away from the power cord/power point
- 4 This machine operates best when moving backwards and forwards

**Would you mind demonstrating for me, how you stop and start the machine?**

- Tilt machine forward and lift wheels up off the floor and then adjust the handle to ensure it is at a comfortable height (between the thigh and lower waist line)
- Press safety button and at the same time pull the machine triggers towards you
- Release safety button

**Question 4 Is it compulsory for you to wear hearing protection when operating this machine**

**ANSWER**

- 1 **NO**
- 2 **Why** No personal protective equipment is required when operating this machine – this machine operates at less than 85 d (B)A.

**Question 5 List 4 things you should do before storing this machine at the end of the shift?**

**ANSWER**

Tilt machine forward and lower wheels  
Remove plug from the power supply, wipe over electric lead and check for damage to outer insulation and plugs  
Take machine to a suitable area where the machine can be cleaned  
Remove the brush and or pad/instalock and clean thoroughly before storing  
Ensure the underside of the machine is cleaned thoroughly to remove any slurry  
Roll lead from the machine end to the plug  
Store machine by standing the front of the base on a suitable size block of wood – stop damage to shaft and drive hub  
Ensure machine skirt is fitting neatly around the machine when stored.

**Question 6 List three items should you check when carrying out an electrical safety check on this equipment.**

**ANSWER**

1. Check to ensure a current electrical test and tag is fitted
2. Check the outer insulation of the cord has no cracks splits or cuts along the entire length of the cord
3. Check to ensure wiring to plug tops is not exposed
4. Cord does not have excessive “kinks” in it

**Question 7 Tick what action should be taken when unsafe electrical equipment is identified.**

**ANSWER** - Remove machine, tag it and report it on a repairs or maintenance request form