

Subject: Operating the Pool Vacuum

Approved: Patrick Bohlen

PROCEDURE: **Operating the Pool Vacuum**

INTENDED AUDIENCE: LNR personnel who perform pool cleaning activities.

PURPOSE: To train LNR person to operate pool vacuum safely and ensure that fallen leaves and debris are removed from the Reflection pond.

I. Knowledge

Read and review the Operator's Equipment Manual (OEM).

II. Safety

At a minimum, follow the safety requirements listed in the OEM for the equipment being used. It is the employee's responsibility to determine if added Personal Protective Equipment is needed and therefore must consult with their Supervisor prior to starting the task.

Proper personal protective equipment (PPE); Waders.

III. Pre-Steps for Operating Pool Vacuum

- a. Walk around the pool vacuum and visually inspect the entire piece of equipment for any defects that may require maintenance. Report any maintenance issues to supervision.
- b. Check that all pool vacuum accessories are at hand and in good condition before leaving the compound.
- c. Check the oil level.

CAUTION: Only request oil when the dipstick level shows the "Add Oil" mark or is below the "Add Oil" mark. LNR Maintenance Team will add oil.

- d. Check the fuel level.

Note: If fuel is needed, secure gas key from Traka box, fuel equipment to proper level and return key to Traka box.

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IV. Steps for Operating Pool Vacuum

CAUTION: If needed, ask for assistance with lifting the pool vacuum from the gator cart.

- a. Unload the pool vacuum
- b. Attach all accessories.
- c. Prime the pool vacuum with water.
- d. Empty out the pool vacuum basket frequently to ensure maximum performance.

V. After Operation Steps

- a. Detach hoses, and wrap up hoses without causing kinks.
- b. Ensure basket is clean of leaves and debris.
- c. Load pool vacuum and accessories on assigned gator cart and trailer.

CAUTION: If needed, ask for assistance with lifting the pool vacuum into the gator cart.

- d. Offload the pool vacuum and all accessories from the assigned gator cart and trailer.
- e. Visually inspect the pool vacuum and report any defects to maintenance.
- f. Secure the pool vacuum and accessories in staging area for next use.
- g. Fill out proper documentation related to the unit as required.