Back Pack Vacuum

Vacuum cleaners are the most frequently used piece of custodial equipment at Calvin College. Vacuum cleaners should be maintained depending on the type and intensity of use.

Procedure

1) Inspect all electric cords and hoses before use. Never use a damaged cord.
2) Always be sure the paper filter is not over full. Vacuums are designed to have the bags changed when they are approximately 50% filled. While this may seem like a waste of resources is not. The vacuum will not function properly and will lose suction if the bag is allowed to overfill.
3) At the end of every shift the paper filter must be disposed of. The vacuum should be stored with the top separated from the canister. At the start of your shift check that there is a new paper filter in the back pack.
4) Inspect all filters prior to using the vacuum. If filters are dirty or clogged clean them if possible or change them. Dirty filters significantly reduce suction and allow greater amounts of dust and dirt to become airborne.
5) The Micro Cloth filter should be washed once a week. Air-dry before reusing. Vacuum Dome filter and exhaust filter monthly. The exhaust filter should also be washed approximately every six months. Do not use detergent on filters.
6) Do not vacuum wet material. Electric shock or equipment damage may result.

1 Intercept Micro Filter
2 Micro Cloth Filter
3 Dome Filter
4 Exhaust/Sound Filter