

*Clean Solution's . . .*

# *Clean* MANUAL

## Floor Care Procedures Tile Floor Care

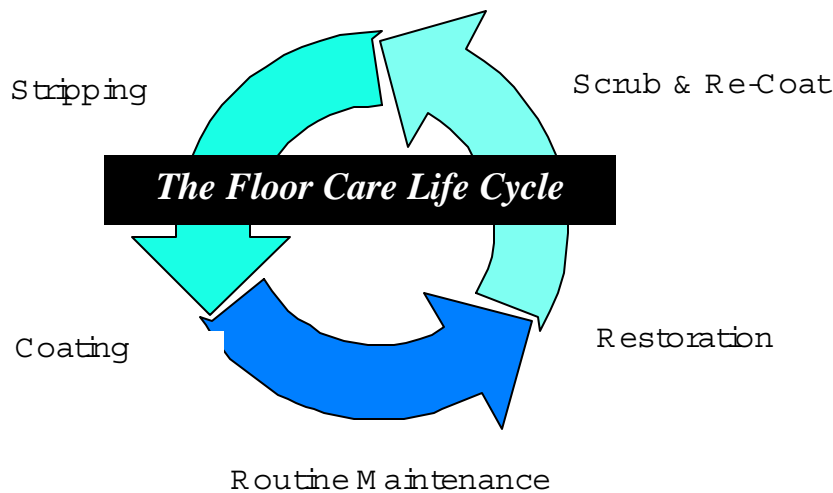
Procedure	Reference #
Introduction to Floor Care	
Stripping . . . . .	.FC-1
Top Scrub & Re-coat . . . . .	.FC-2
Coating - Applying Floor Finish . . . . .	.FC-3
Routine Maintenance - Dry Cleaning . . . . .	.FC-4
Routine Maintenance - Wet Cleaning . . . . .	.FC-5
Periodic Maintenance - Restoration . . . . .	.FC-6
Proper Care of Equipment & Supplies . . . . .	.FC-7

*Improving Appearance While  
Reducing Cost*



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## Resilient Floor Care Procedures Introduction



**Stripping** is the first step in the Floor Care Life Cycle. Initially strip the floor to remove all existing floor finish and seal. If the flooring is brand new, strip to remove any coatings applied at the factory. Thorough stripping insures starting with a clean, well prepared surface. Thoroughly rinsing and allowing the floor to dry completes the stripping step. The floor is now ready for the application of floor finish.

**Coating** is the next step in the Floor Care Life Cycle. When applying floor finish, using proper coating technique is critical to long term, satisfactory results. Applying thin, uniform coats and allowing adequate drying time result in the best film formation and provides the best overall, long term performance.

**Routine Maintenance** is the next step in the Floor Care Life Cycle. Routine maintenance procedures are designed to remove dirt /foreign material from the floor and in the specific case of healthcare sanitation to disinfect floors and aid in infection control. Keeping the floor clean reduces damage from foreign material which improves the appearance and extends the lifetime of the coating. Routine maintenance includes both dry methods (matting, dust mopping, sweeping, burnishing) and wet methods (mopping, automatic scrubbing).

**Restoration** is the next step in the Floor Care Life Cycle and is performed when routine maintenance no longer provides the desired level of appearance. Periodic restoration with a mop on restorer is a quick, easy and simple method of extending the lifetime of the coating.

**Scrub and Re-coat** is the next step in the Floor Care Life Cycle. This process consists of top scrubbing to remove any imbedded dirt /foreign material and re-applying finish to renew and extend the lifetime of the coating. It is much quicker, easier and less expensive than stripping and re-coating.

<b>Floor Care Procedures - Tile Floor</b>	<b>Procedure</b>
<b>Stripping</b>	<b>FC-1</b>

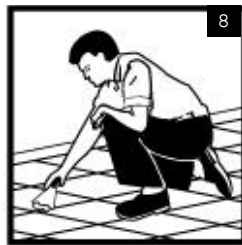
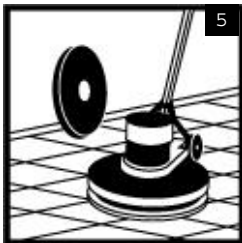
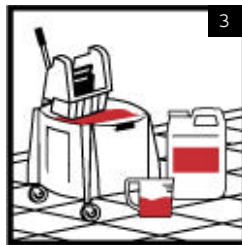
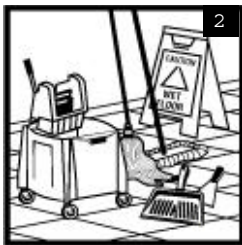
**CHEMICALS**



## Vanquish

**PROCEDURES**

### PREPARATION

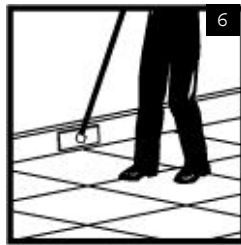
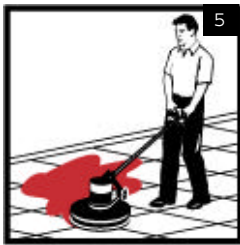
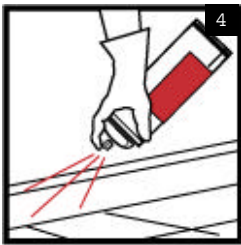
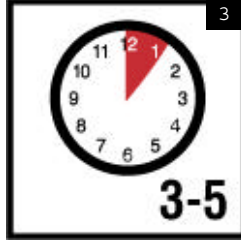


### STEPS

1. Select Personal Protection Equipment (PPE).
2. Assemble equipment.
3. In first bucket mix stripper with cool water. Follow instructions on product label.
4. Fill second bucket with clean cool water.
5. Mount black stripping pad to rotary machine.
6. Remove furniture, plants and walk-off mats.
7. Sweep area using broom.
8. Remove gum and stickers using putty knife.
9. Dust mop floor.
10. Pick up debris using dust pan.

<b>Floor Care Procedures - Tile Floor</b>	<b>Procedure</b>
<b>Stripping, cont.</b>	<b>FC-1</b>

## APPLY STRIPPER AND SCRUB



### STEPS

1. Place wet floor sign close to work area.
2. Liberally apply floor stripping solution.
3. Allow stripping solution to dwell 3-5 minutes. Keep solution wet. Add more solution if needed.
4. Apply baseboard stripper on baseboards, vertical surfaces and hard to reach areas.
5. Scrub entire area using black stripping pad and rotary machine.
6. Scrub edges with doodlebug.

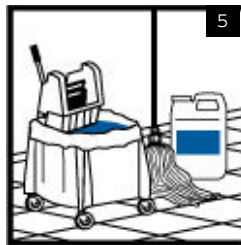
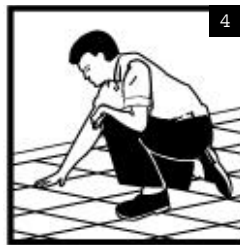
#### Hints:

Always wear Personal Protection Equipment (PPE). Use caution as floor surface will become extremely slippery. Flip pads often to avoid clogging. Keep floor wet during stripping. Clean pad after use.

## RINSE AND INSPECT



or



### STEPS

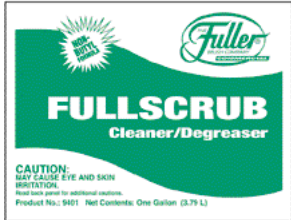
1. Pick up solution with wet/dry vacuum or an automatic scrubber.
2. Rinse thoroughly using a clean mop and cool water.
3. Rinse baseboards.
4. Test for residue, wipe floor with hand. If residue, rinse again.
5. Apply floor finish using a clean finish mop. Apply 4-5 thin coats.

#### Hints:

Rinse using cool water. Rubber squeegee can speed up the process by pulling solution to a central pickup point. Do not use stripping mop for applying finish or rinsing floor.

Floor Care Procedures - Tile Floor	Procedure
Top Scrub and Recoat	FC-2

**CHEMICALS**



**Fullscrub**

**PROCEDURES**

**PREPARATION**

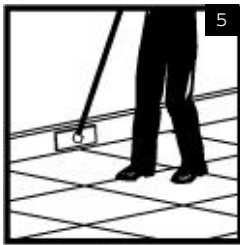
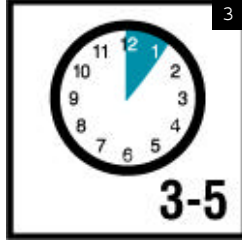
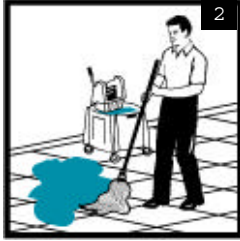


**STEPS**

1. Select Personal Protection Equipment (PPE).
2. Assemble equipment.
3. In first bucket mix cleaner with cool water. Follow instructions on product label.
4. Fill second bucket with clean cool water.
5. Mount blue scrubbing pad to rotary machine.
6. Remove furniture, plants and walk-off mats.
7. Sweep area using broom.
8. Remove gum and stickers using putty knife.
9. Dust mop floor.
10. Pick up debris using dust pan.

<b>Floor Care Procedures - Tile Floor</b>	<b>Procedure</b>
<b>Top Scrub and Recoat, cont.</b>	<b>FC-2</b>

## APPLY CLEANER AND SCRUB



### STEPS

1. Place wet floor sign close to work area.
2. Liberally apply floor cleaning solution.
3. Allow cleaning solution to dwell 3-5 minutes. Keep solution wet. Add more solution if needed.
4. Scrub entire area using blue scrubbing pad and rotary machine.
5. Scrub edges with doodlebug.

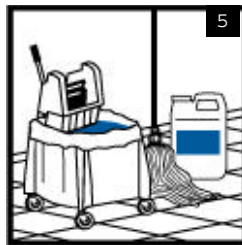
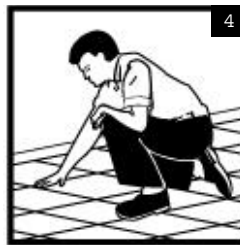
#### Hints:

Always wear Personal Protection Equipment (PPE). Use caution as floor surface will become extremely slippery. Flip pads often to avoid clogging. Keep floor wet during stripping. Clean pad after use.

## RINSE AND INSPECT



OR



### STEPS

1. Pick up solution with wet/dry vacuum or an automatic scrubber.
2. Rinse thoroughly using a clean mop and cool water.
3. Rinse baseboards.
4. Test for residue, wipe floor with hand. If residue, rinse again.
5. Apply floor finish using a clean finish mop. Apply 4-5 thin coats.

#### Hints:

Rinse using cool water. Rubber squeegee can speed up the process by pulling solution to a central pickup point. Do not use stripping mop for applying finish or rinsing floor.

<b>Floor Care Procedures - Tile Floor</b>	<b>Procedure</b>
<b>Apply Finish</b>	<b>FC-3</b>

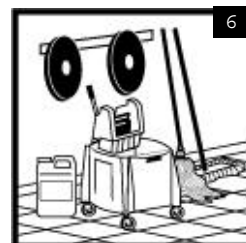
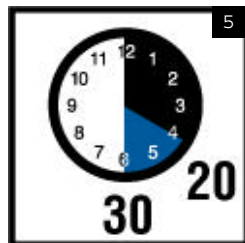
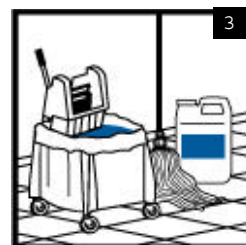
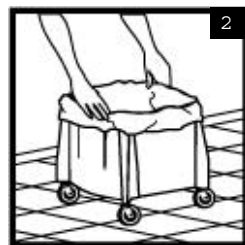
**CHEMICALS**



**Appearance 2000 Floor Finish  
Appearance Sealer Finish**

**PROCEDURES**

**APPLY FINISH**



**STEPS**

1. Place wet floor sign close to work area.
2. Line bucket(s) with plastic bag.
3. Pour floor finish or sealer into lined bucket.
4. Apply thin even coats. For initial applications, apply 2 coats of sealer, and then 4 coats of finish. For re-coat applications, apply 2 coats of finish.
5. Allow 20-30 minutes dry time between each coat.
6. Clean and store equipment.

**Professional Application Tips:**

- ✓ Soak the mop head in the finish and wring it out lightly. It should be wrung out enough so that it will not drip.
- ✓ Apply a thin, uniform coat of finish to the floor using a figure-8 stroke with the wet mop.
- ✓ Each coat must be completely dry before the next is applied.
- ✓ Drying time for Floor Finish is generally 20-30 minutes under normal conditions, but varies depending on temperature, humidity and air movement.
- ✓ Avoid overworking the finish, this may cause bubbles or foam.
- ✓ In between applications, cover the bucket to prevent excessive evaporation and reduce unwanted odors.
- ✓ To avoid finish build-up, stay 6-12 inches away from walls on all but the first and last coat.

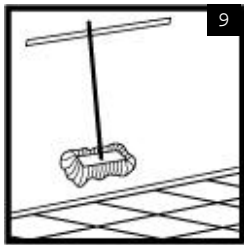
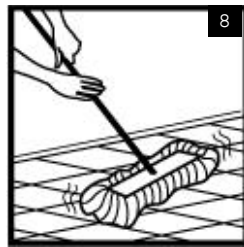
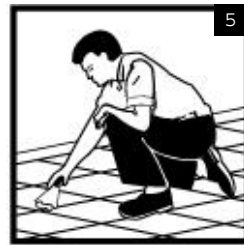
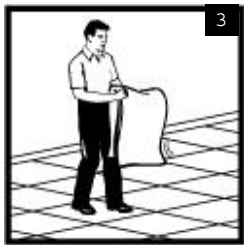
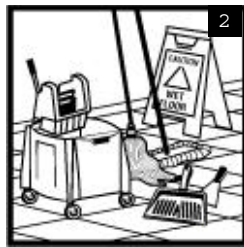
<b>Floor Care Procedures - Tile Floor</b>	<b>Procedure</b>
<b>Routine Maintenance - Dry Cleaning</b>	<b>FC-4</b>

**CHEMICALS**

No chemical products required.

**PROCEDURES**

**PREPARATION**



**STEPS**

Perform routine maintenance program.

1. Select Personal Protection Equipment (PPE).
2. Assemble equipment.
3. Remove furniture, plants and walk-off mats.
4. Sweep area using broom.
5. Remove gum and stickers using putty knife.
6. Dust mop floor.
7. Pick up debris using dust pan.
8. Dust mop should be cleaned and combed after use.
9. Hang dust mop up after use, do not store with head on floor.

Floor Care Procedures - Tile Floor	Procedure
Routine Maintenance - Wet Cleaning	FC-5

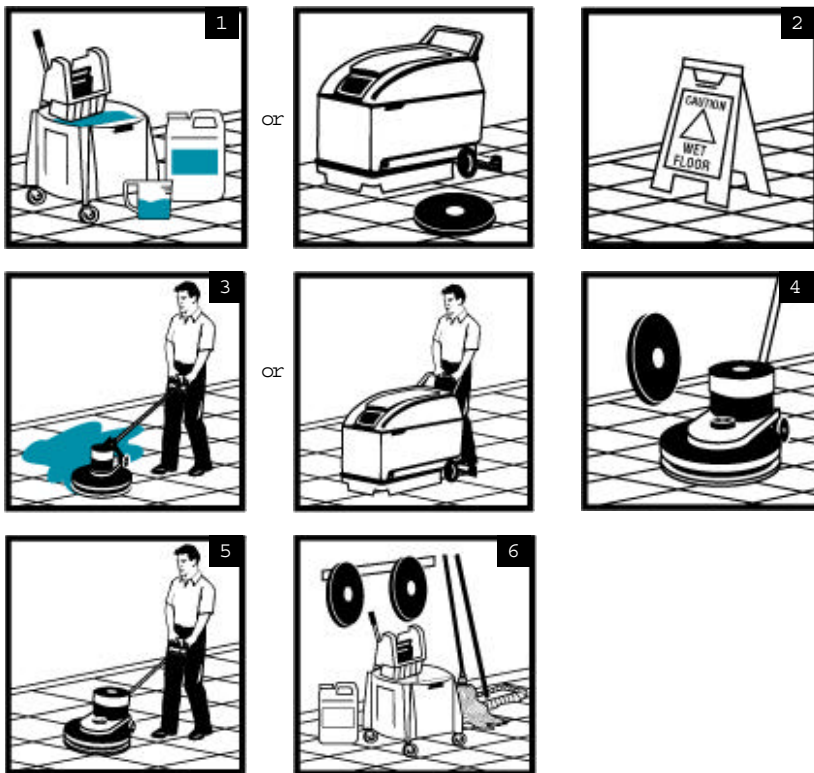
**CHEMICALS**



**Concur**

**PROCEDURES**

**APPLY CLEANER AND SCRUB**



**STEPS**

1. In a bucket mix cleaner with cool water. Follow instructions on product label. If using autoscrubber mix cleaner with cool water. Follow instructions on product label.
2. Place wet floor sign close to work area.
3. Clean floor with mop and bucket or autoscrubber using the single pass method using a red scrubbing pad.
4. Install a clean burnish pad on burnish machine.
5. Burnish until desired gloss is achieved.
6. Clean all equipment and return to storage area.

**Hints:**

Always wear Personal Protection Equipment (PPE) and use caution signs as floor surface may become extremely slippery.

Floor Care Procedures - Tile Floor	Procedure
Periodic Maintenance - Restoration	FC-6

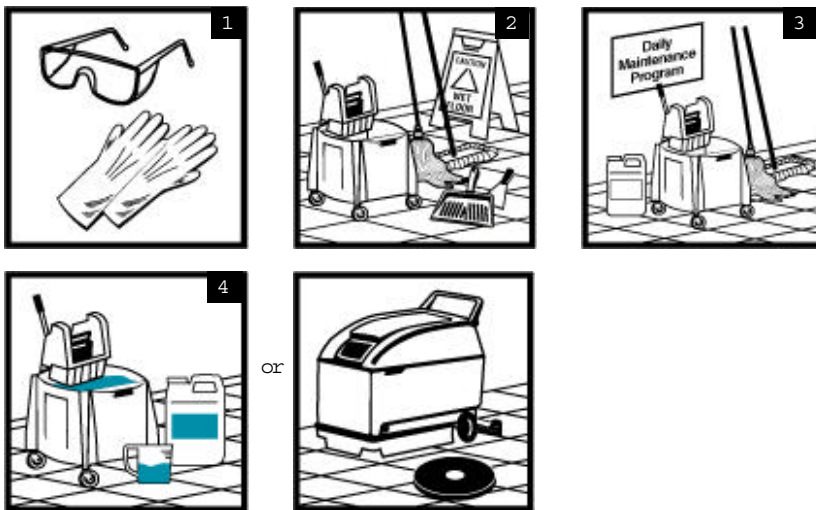
**CHEMICALS**



**Appearance Auto-burnish**

**PROCEDURES**

**RESTORATION PREPARATION**

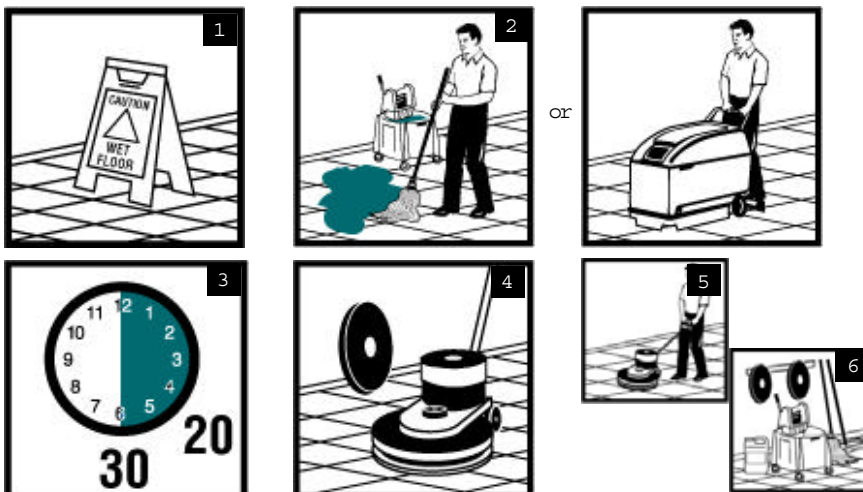


**STEPS**

1. Select Personal Protection Equipment (PPE).
2. Assemble equipment.
3. Perform routine preparation according to program.
4. In a bucket mix maintainer with cool water. Follow instructions on product label. If using autoscrubber mix cleaner with cool water. Follow instructions on product label.

**Hints:**  
 Always clean using cool water. Hot water may damage finish.  
 Flip pads often to avoid clogging.  
 Keep floor wet during cleaning.  
 Clean pad after use.

**APPLY MAINTAINER & BURNISH**



**STEPS**

1. Place wet floor sign close to work area.
2. Damp mop floor with maintainer and a fresh cleaning mop. If using an autoscrubber, use the single pass method.
3. Allow floor to dry completely.
4. Install a clean burnish pad on burnish machine.
5. Burnish until desired gloss is achieved.
6. Clean all equipment and return to storage area.

**Hints:**  
 Always clean and store equipment.

<b>Floor Care Procedures - Tile Floor</b>	<b>Procedure</b>
<b>Proper Care of Equipment and Supplies</b>	<b>FC-7</b>

**AUTOMATIC SCRUBBER**



**USE CORRECTLY**

- Operate machine at a moderate speed.
- Use correct amount and type of detergent.
- Empty and clean recovery tank before refilling solution.

**CLEANING AND STORAGE**

- After use, empty and clean both solution and recovery tanks.
- Clean the vacuum filter.
- Check and rinse all of the hoses.
- Damp wipe the exterior with a germicidal solution.
- Wipe the squeegee blade.
- Check the casters, gear boxes, belts and chains.
- Store in a clean, dry room with brushes and squeegee in the up position.
- Check water level in batteries frequently.
- Charge as needed.

**FLOOR MACHINES**



**USE CORRECTLY**

- Mount the brush or pad driver by hand.
- Do not "hop" or run the floor machine over a brush or a pad driver.
- Start the machine only when the pad driver is securely locked and pad installed.
- Inspect cord frequently for damage.
- Remove plug from outlet carefully.

**CLEANING AND STORAGE**

- Wipe cord after each use and wind around hooks on the machine. Remove the brush or the pad driver.
- Wash and dry the brush with bristles up.
- Wash floor pads after each use.
- Wipe machine with a cloth dampened with a germicidal solution.
- Oil wheels as needed.

**BUCKETS & WRINGERS**

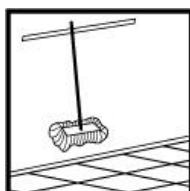


**USE CORRECTLY**

**CLEANING AND STORAGE**

- After each use, rinse and wipe out the buckets.
- Use plastic liners with floor finish products to reduce clean up requirements.
- Clean the wringer.
- Store buckets upside down.
- Oil casters on bucket and working parts of wringer regularly.
- Replace bumpers on buckets when necessary.

**DUST MOPS**



**USE CORRECTLY**

**CLEANING AND STORAGE**

- Clean the dust mop by shaking it inside a plastic bag or gently brushing with a counter duster and dustpan.
- Vacuum the trapped soil from mop.
- Re-treat with water-based dust mop treatment only.
- Do all clean-up in the storage areas only.
- Return mops to the laundry on a regular schedule.
- Hang up the dust mops in the storage area when not in use.

<b>Floor Care Procedures - Tile Floor</b>	<b>Procedure</b>
<b>Proper Care of Equipment and Supplies, cont.</b>	<b>FC-7</b>

**WET MOPS**



**USE CORRECTLY**

**CLEANING AND STORAGE**

- Freshly laundered mops should be issued at the start of each shift.
- Wash mops in germicidal solution after each cleaning task.
- Mops not in use should be hung away from contact with the wall.
- Bag and return used mops heads to the laundry for cleaning.

**WET/DRY VACUUMS**



**USE CORRECTLY**

**CLEANING AND STORAGE**

- Vacuums must be operated with bacteria filters properly installed.
- Start vacuuming next to the machine.
- Work away from machine.
- Use proper tools.
- Prevent machine from running over cord.
- Inspect cord regularly for damage.

- Empty vacuum immediately upon completing task.
- Clean or replace the bacteria filter.
- Rinse the vacuum tank with a germicidal solution.
- Wipe the exterior of the machine.
- Rinse hoses, wand, and tools. Wipe them clean.
- Wipe the cord and wind it loosely around the machine.
- Place the motor and cover sideways to allow for thorough drying.

**CHEMICALS**



**USE CORRECTLY**

**CLEANING AND STORAGE**

- All chemicals must be approved for use.
- Read instructions for usage and carefully follow dilution instructions.
- Keep all safety information concerning proper chemical usage available for reference.
- Read and understand chemical products MSDS.
- Keep chemicals in original containers.
- Do not repackage chemicals.
- Never mix chemicals with other chemicals.
- Use diluted chemicals in properly labeled bottles only.