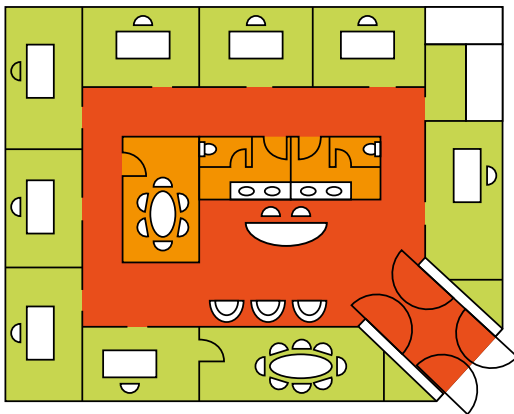


Cleaning & maintenance Instructions

Whatever floorcovering is installed, maintenance and cleaning have to be adapted to the usage classification and to the traffic in the area. Methods and frequency will also be defined in this way.

1. INTRODUCTION



Area	Examples of room
Moderate traffic	Administration, offices...
Medium traffic	Class room, meeting room...
Intensive traffic	Entrance, corridors...

First step of the cleaning is preventive with entrance matting. About 80% of surface soiling that has to be cleaned off is brought in from outside. And 90% of that soiling can be avoided using an effective and correctly dimensioned entrance mat.

Modern day-room cleaning aims to reduce wet cleaning procedures and replace them with drier cleaning techniques. For example, the use of centrally laundered pre-impregnated mops and the wide application of appropriate machines. This makes work more effective and easier for the cleaning staff, and minimizes environmental impact. Less cleaning chemicals and less fresh water are used.

Costs generated by maintenance and cleaning may vary significantly from one product to the other. Over the whole life time of the installation, they can reach 92%. Ownership cost represents only 8% at the end of the floor covering life time. For more details, please refer to the "LCC Expert Fact Sheet".

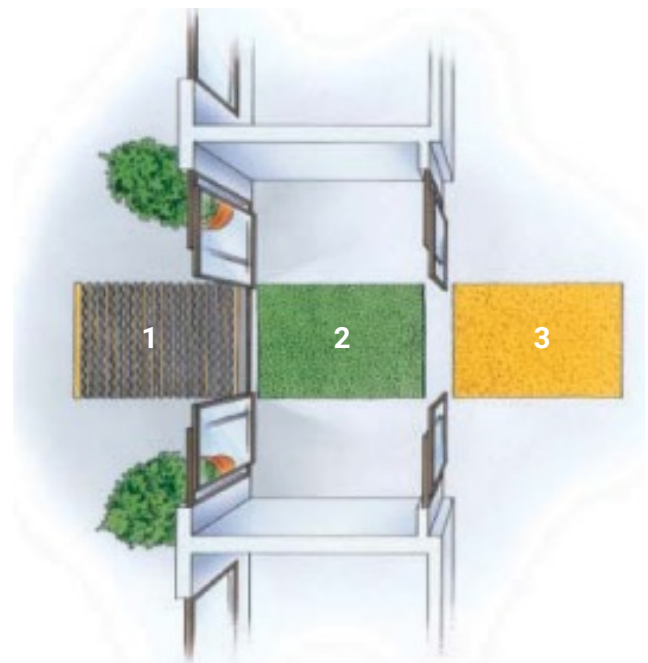
Dirty facts

80% of the dirt indoors comes from outside. In a building where one thousand entries and exits occur every day (for example, a hospital with 300 people getting in daily) after three weeks:

With a correctly designed entry zone you can reduce this volume by 90%. The entry area shall capture sand and gravel and reduce the volume of moisture that is carried into the building.

The entrance shall consist of three zones

- 1 The first zone (entirely weather-protected under a roof) is for rough cleaning and stamping away of dirt.
- 2 The second zone is used to dry away the dirt.
- 3 The third zone is inside the doors and it shall have loose, washable textile rugs that absorb the last moisture under the shoes. In total, the entry zone should be long enough so that you take 8 steps over them.



2. DEFINITION

2.1 SOILING:

Cleaning consists into eliminating soiling:

- non-sticky: dust
- sticky: grease
- incrustrated dirt: scale and rust

	Organic soiling	Mineral soiling	Microbiologic soiling
Examples	Blood, food, paint	Dust, scale, rust	Bacteria, fungi
Characteristics	Can be removed easily if not incrustrated	Ease the deposit of other soiling	Can develop

2.2 DETERGENT:

Their roles:

- To facilitate the removal of soils
 - To make soils soluble, so easier to remove
 - To avoid soils to re-deposit
 - To discolour some stains
- [Always considering and protecting the floorcovering]

Composition:

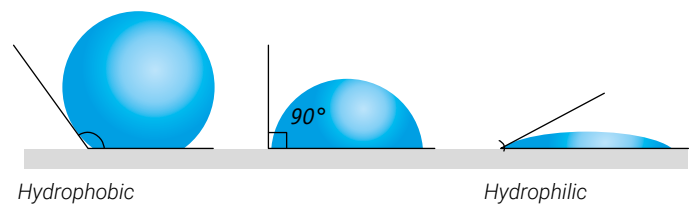
Water

- Surfactant agent
- Acid or alkaline component
- Sequestrant
- Colourant
- Perfume

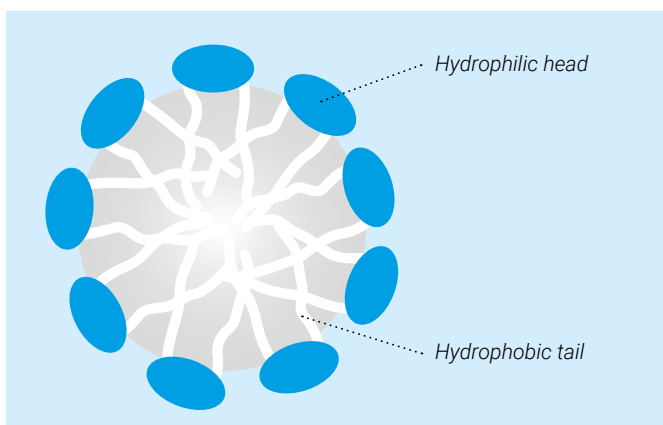
Principle of surfactant:

Surfactants are usually organic compounds that are amphiphilic, meaning they contain both hydrophobic groups (their tails) and hydrophilic groups (their heads).

Surfactant will act as wetting and dispersant agent.



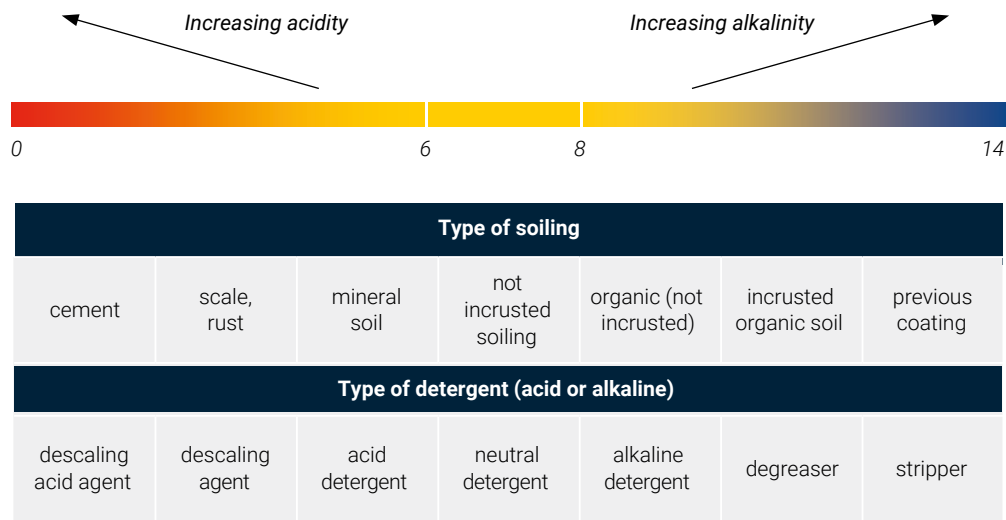
Droplets of fluid on a surface, to illustrate the effects of surface tension and wetting effect.



Aqueous solution

2. DEFINITION

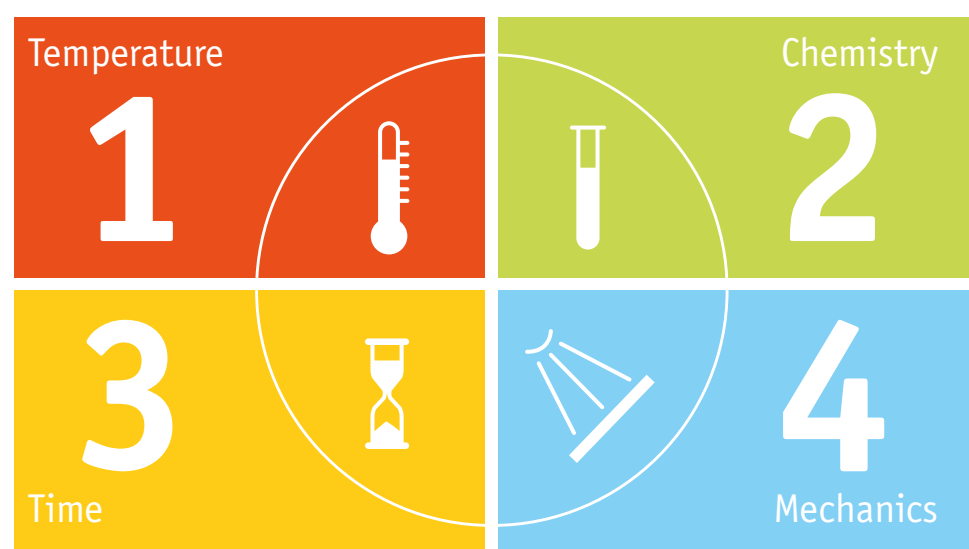
Acid or Alkaline detergent, role of the pH:



Sinner Circle" Graph:

- Temperature
- Chemistry
- Time
- Mechanics

There are 4 key factors in cleaning and removing stains: Temperature, Chemistry, Time and Mechanics. If you can increase one of these factors - temperature, for instance - while keeping the others constant, you get improved washing performances.



3. TARKETT SOLUTIONS

Cleaning methods will be adapted according use and traffic but also according to the product type and its coating (surface treatment).

3.1 HOMOGENEOUS PVC:



iQ™: iQ means the absolute minimum of heavy, wet cleaning.

No polish or wax is ever needed - just dry buffing - throughout the lifetime of the flooring. Maintenance costs can be reduced by up to 30% compared with traditional cleaning methods.



Premium: PUR reinforced for an excellent life cycle cost. Premium needs no additional surface treatment such as polish or wax when exposed to normal wear and tear. This will have a beneficiary effect on the life cycle cost.



Plus: PUR for easy initial maintenance Standard Plus provides the benefits of a PUR surface, for easier initial maintenance and a good base for future maintenance.

3.2 HETEROGENEOUS PVC:



Top Clean xp™: is a photo-reticulated polyurethane coating, reinforced with alumina oxide. It prevents scratching and abrasion, reduces soiling, removes the need for stripping and polishing and reinforces the floorcovering's resistance to staining.



Top Clean™: reinforcement which means no wax and no polish and good cleaning and maintenance properties.



Safety Clean: This unique polyurethane treatment is reinforced with slip resistant granules in addition to those within the wear layer of our Safetred ranges to provide lasting performance. Easier to clean and maintain than traditional safety floors.

3.3 LINOLEUM:



X-treme finish (xf²)™: Extremely strong surface toughness, excellent resistance to abrasion, stains and chemicals. No wax or polish needed -no need to strip.

Easy cleaning and maintenance, 30% saving on maintenance costs.

More than 50% saving on water, detergent and energy Excellent life cycle cost floors.

Protection of the flooring:

- Never use abrasive disc for scrubbing or stripping
- Never use solvent
- Protect all furniture legs with PVC or Polyethylene pads
- Keep in mind that rubber may discolour PVC flooring
- Use white gas to remove glue stains, paint and rinse thoroughly
- Clean the flooring regularly, as it is more cost-effective and hygienic than occasional heavy-duty cleaning
- Always follow dosage instructions carefully
- In normal use, PU surface treatment should not be covered by an extra coating

4. TYPES OF MACHINES



Combi-machine

Scrubbing-machine












Rotowash












Buffer-machine













5. TYPES OF PADS

Method / Speed	± 120 rpm	± 330 rpm	± 1000 rpm
First Cleaning			
Stripping of Coating	 		
Standard Cleaning			
Scrubbing			
Buffering			
iQ Dry Buffing			

6. CLEANING METHODS SYNTHESIS








6.1 HOMOGENEOUS PVC:		iQ FLOORING - PREMIUM FLOORING	
Action	Manual cleaning		Mechanical cleaning
Preventive care		Entrance matting	
Daily & regular cleaning	 	Damp mopping Remove dust and dirt with yarn or micro fibre mops, impregnated or not. Dry mopping Use a mop dampened with water or detergent solution.	 Machine cleaning For best results, clean the floor gently with a combined scrubber/dryer machine and medium hard brushes or preferably red pads.
Cleaning chemicals	If wet cleaning is necessary, use a neutral floor cleaner. Wet rooms may necessitate occasional cleaning with acidic cleaning agents, pH 3 to 5, in order to remove residual lime and soap. Always follow dosage instructions carefully.		
Spot and stain removal		Treat stains immediately. Spot clean by hand with a white/red nylon pad and neutral detergent (solvents should not be used). Work from the outside of the mark towards its centre. Rinse and wipe afterwards with clean water.	
Action	Mechanical cleaning		
Periodical cleaning		Dry buffing (iQ flooring only) For best results, use 330 rpm or more and a red pad to restore surface characteristics. The higher the speed, the higher the gloss.	
Heavy soiling	  	Scrubbing + Wet vacuuming + Dry buffing Apply the cleaning solution (a fairly strong cleaning agent, pH 10-11, added to water) to the flooring and let it penetrate for 5-10 minutes. Clean the floor using a heavy scrubbing machine with a red pad. Vacuum away the dirty water immediately. Rinse with clear water. Allow the floor to dry and then dry buff according to the instructions above.	

6. CLEANING METHODS SYNTHESIS

6.1 HOMOGENEOUS PVC: PLUS FLOORING				
Action	Manual cleaning		Mechanical cleaning	
Preventive care		Entrance matting		
Daily & regular cleaning	 	Damp mopping Remove dust and dirt with yarn or micro fibre mops, impregnated or not. Dry mopping Use a mop dampened with water or detergent solution.		Machine cleaning For best results, clean the floor gently with a combined scrubber/dryer machine and medium hard brushes or preferably red pads.
Cleaning chemicals	If wet cleaning is necessary, use a neutral floor cleaner. Wet rooms may necessitate occasional cleaning with acidic cleaning agents, pH 3 to 5, in order to remove residual lime and soap. Always follow dosage instructions carefully.			
Spot and stain removal		Treat stains immediately. Spot clean by hand with a white/red nylon pad and neutral detergent (solvents should not be used). Work from the outside of the mark towards its centre. Rinse and wipe afterwards with clean water.		
Action	Mechanical cleaning			
Periodical cleaning	 	Spray polishing / Spray cleaning To restore worn areas, traffic lanes and scuff marks. Polish systems can be used depending on the requirements and prevailing conditions. It is essential to follow the chemical manufacturer's instructions carefully for the treatment system.		
Heavy soiling	  	Scrubbing + Wet vacuuming + Dry buffing Apply the cleaning solution (a fairly strong cleaning agent, pH 10-11, added to water) to the flooring and let it penetrate for 5-10 minutes. Clean the floor using a heavy scrubbing machine with a red pad. Vacuum away the dirty water immediately. Rinse with clear water. Allow the floor to dry and then dry-buff according to the instructions above.		

6. CLEANING METHODS SYNTHESIS

6.2 HETEROGENEOUS PVC: TOP CLEAN FLOORING







Action	Manual cleaning		Mechanical cleaning	
Preventive care		Entrance matting		
Daily & regular cleaning		Dry mopping Remove dust and dirt with yarn or micro fibre mops, impregnated or not.		Vacuum cleaning To remove dust and loose dirt. Recommended for large areas and initial site clean.
		Damp mopping Use a mop dampened with water or detergent solution.		Machine cleaning For best results, clean the floor gently with a combined scrubber/dryer machine and medium hard brushes or preferably red pads.
			OR 	OR Spray cleaning To revitalise surfaces with light soiling or traffic wear: mix water, neutral detergent and polymer in the container tank. Suitable speed: 300-500/1000 rpm.
Cleaning chemicals	If wet cleaning is necessary, use a neutral floor cleaner. Wet rooms may necessitate occasional cleaning with acidic cleaning agents, pH 3 to 5, in order to remove residual lime and soap. Always follow dosage instructions carefully.			
Spot and stain removal		Treat stains immediately. Spot clean by hand with a white/red nylon pad and neutral detergent (solvents should not be used). Work from the outside of the mark towards its centre. Rinse and wipe afterwards with clean water.		

6.2 HETEROGENEOUS PVC: TOP CLEAN FLOORING

Action	Mechanical cleaning	
Light soiling		Spray buffing
Heavy soiling		Scrubbing + Wet vacuuming Apply the cleaning solution (a fairly strong cleaning agent, pH 10-11, added to water) to the flooring and let it penetrate for 5-10 minutes. Clean the floor using a heavy scrubbing machine with a red pad. Vacuum away the dirty water immediately. Rinse with clear water. Allow the floor to dry.
Restore gloss - If needed		Dry buffing Then dry buff to restore the surface gloss. White-beige pad is recommended. Suitable speed: 500-1000 rpm.

6. CLEANING METHODS SYNTHESIS

6.2 HETEROGENEOUS PVC: TOP CLEAN XP FLOORING








Action	Manual cleaning		Mechanical cleaning	
Preventive care		Entrance matting		
Daily & regular cleaning		Dry mopping Remove dust and dirt with yarn or micro fibre mops, impregnated or not.		Vacuum cleaning To remove dust and loose dirt. Recommended for large areas and initial site clean.
		Damp mopping Use a mop dampened with water or detergent solution.		Machine cleaning For best results, clean the floor gently with a combined scrubber/dryer machine and medium hard brushes or preferably red pads.
Cleaning chemicals	If wet cleaning is necessary, use a neutral floor cleaner. Wet rooms may necessitate occasional cleaning with acidic cleaning agents, pH 3 to 5, in order to remove residual lime and soap. Always follow dosage instructions carefully.			
Spot and stain removal		Treat stains immediately. Spot clean by hand with a white/red nylon pad and neutral detergent (solvents should not be used). Work from the outside of the mark towards its centre. Rinse and wipe afterwards with clean water.		

6.2 HETEROGENEOUS PVC: TOP CLEAN XP FLOORING








Action	Mechanical cleaning	
Light soiling		Spray cleaning After dry mopping, spray clean with neutral detergent (red pad). Suitable speed 300-1000 rpm.
Heavy soiling		Scrubbing + Wet vacuuming Apply the cleaning solution (a fairly strong cleaning agent, pH 10-11, added to water) to the flooring and let it penetrate for 5-10 minutes. Clean the floor using a heavy scrubbing machine with a red pad. Vacuum away the dirty water immediately. Rinse with clear water. Allow the floor to dry.
Restore gloss - If needed		Dry buffing Then dry buff to restore the surface gloss. White-beige pad is recommended. Suitable speed: 500-1000 rpm.

6. CLEANING METHODS SYNTHESIS

6.2 HETEROGENEOUS PVC: SAFETY CLEAN FLOORING






Action	Manual cleaning		Mechanical cleaning	
Preventive care		Entrance matting		
Daily & regular cleaning		Manual brush Brush (medium brush) using a diluted neutral floor cleaner (pH 7-10). Then wipe & rinse with clean water.	 OR 	Combined machine with brush (large areas) Use diluted neutral detergent. Speed low (150-250 rpm to higher).
				Rotoclean machine Spray diluted neutral floor cleaner (pH 7-10) through the machine.
Cleaning chemicals	Wet rooms (Safetred Aqua) may need occasional cleaning with acidic cleaning solution (pH 3-5): Remove lime scale with acidic cleaner (pH 2-4). Wet vacuum and rinse with clean water.			
Spot and stain removal		Treat stains immediately. Spot clean by hand with a white/red nylon pad and neutral detergent (solvents should not be used). Work from the outside of the mark towards its centre. Rinse and wipe afterwards with clean water.		
Action	Mechanical cleaning		Mechanical cleaning	
Periodical cleaning	 OR 	Rotoclean machine Spray diluted neutral floor cleaner (pH 7-10) through the machine. OR Machine scrubbing + Wet vacuuming Apply a fairly strong cleaning solution (pH 10-11 after dilution) to the flooring and allow it to act for 5-10 minutes. Scrub the floor using a cylindrical scrub machine or rotary scrubber with medium hard brushes. Vacuum away the soiled water immediately. Rinse with clean water		

6.3 LINOLEUM: X-TREME FINISH FLOORING

Action	Manual cleaning		Mechanical cleaning	
Preventive care		Entrance matting		
Daily & regular cleaning		Dry mopping Remove dust and dirt with yarn or micro fibre mops, impregnated or not.		Vacuum cleaning To remove dust and loose dirt. Recommended for large areas and initial site clean.
		Damp mopping Use a mop dampened with water or detergent solution.		
Spot and stain removal		Treat stains immediately. Spot clean by hand with a white/red nylon pad and neutral detergent (solvents should not be used). Work from the outside of the mark towards its centre. Rinse and wipe afterwards with clean water.		
If necessary		Wet mopping (for heavily soiled areas) Removes old stains and dirt. Mop the floor using a wrung-out yarn mop head. The mop should not be too wet (to avoid wiping up afterwards). In some cases, it may be necessary to rinse with clean water.		

6. CLEANING METHODS SYNTHESIS

6.3 LINOLEUM: X-TREME FINISH FLOORING	
Action	Mechanical cleaning
Periodical cleaning	 <p>Spray cleaning + Dry buffing Use neutral detergent (pH 5-9). Suitable speed: 600-800 rpm (medium). Dry buff to recover gloss: high-speed buffing machine with white pad. Suitable speed 500-1000 rpm.</p>
Heavy soiling	 <p>Scrubbing + Wet vacuuming + Dry buffing Apply the cleaning solution (a fairly strong cleaning agent, pH 10-11, added to water) to the flooring and let it penetrate for 5-10 minutes. Clean the floor using a heavy scrubbing machine with a red pad. Vacuum away the dirty water immediately. Rinse with clear water and allow the floor to dry. If necessary dry buff (white pad) to restore gloss. Suitable speed: 500-1000 rpm.</p>

6.4 WETROOM CONCEPT:			
Action	Floorcovering		Wallcovering
Daily/weekly		Wet brushing with neutral detergent (pH 6/8).	 <p>Simply wipe with a sponge and clean water. A brush with soft bristles can also be used. Never use abrasive pads.</p>
Monthly		Wet brushing (bristle brush) with alkaline detergent (pH 8/10). Occasionally, it may also be necessary to use disinfectants, degreasing and/or descaling agents. Then rinse with clean water.	 <p>Clean with a brush (soft bristles) and neutral detergent (pH 6-8) diluted in warm water. Rinse with clean water. We also recommend a general clean from time to time using a detergent that can be used diluted in water in a higher concentration, followed by rinsing with clean water.</p>
Spot and stain removal		Deal with chewing gum, iodine, wax and lipstick immediately. Pour a little 90° alcohol onto a clean cloth, dab to avoid spreading the stain, repeat if necessary. Always rinse well with clean water after removing stains.	