

Resilient Maintenance Checklist

Proper care of your resilient floor will help maintain the appearance and performance of your resilient floor by following recommended preventative, routine and wet cleaning guidelines.

Maintenance instructions for Shaw Hard Surface Resilient and USFloors Resilient.

POST CONSTRUCTION CLEANING

- Dry mop floor using a micro fiber mop pad or appropriate floor vacuum to remove dust particulate from the floor.
- Spray neutral pH cleaner, such as Shaw Hard Surface Cleaner or Diversey Stride, onto the floor in manageable area (spray mist will dry quickly). Use a micro fiber wet mop pad to mop the floor with cleaner. If pad becomes dirty, be sure to replace the pad with a new micro fiber wet mop pad. Work floor in sections.
- Always rinse the floor with water only by mopping water to remove any remaining residue from the floor.

In the event where dry wall dust/construction dust is mopped with water only, a residue film will appear on the floor after drying. Use the process below to remove the film from the floor.

Process to remove construction residue or cloudy film from resilient flooring

1. Dry mop floor to remove any construction dust or exterior soil tracked onto the flooring. Use micro fiber dry mop pad. If micro fiber dry mop pad gets dirty, replace pad with a clean pad.
2. Spray neutral pH cleaner, such as Shaw Hard Surface Cleaner or Diversey's Stride, onto the floor in manageable area (spray mist will dry quickly). Work floor in sections. For smooth surface, use a low rpm (175 rpm) buffer with a 3M red pad on flooring with neutral pH cleaner applied to the floor to remove the residue film. (Never Dry Buff). For embossed or textured flooring, use a cylindrical brush scrubber with red brushes and a neutral pH cleaner applied to the floor to remove the residue film.
3. Using a wet micro fiber mop pad, rinse with water only to remove any remaining residue from the flooring. When wet mop pad becomes dirty, be sure to replace the pad with a new micro fiber wet mop pad.
4. Repeat steps #2 and #3, if necessary.

When the resilient flooring is cleaned properly, the floor will have the same visual as right out of the box!

PREVENTATIVE MAINTENANCE

1. Care for newly installed floors.

- Avoid heavy traffic for 24 hours.
- Do not use tape to secure floor protection during construction or renovation. Use ram board or similar to protect the floor.
- Proper furniture protection is required to prevent scratching and scuffing of LVT flooring. It is recommended to use industrial strength felt protection. These can be purchased from the following websites: www.1877floorguy.com, www.expandedtechnologies.com, www.flexifelt.com.
- Moving heavy objects requires protective barriers to distribute the weight such as ram board to prevent damage to the wear layer.
- Remove adhesive residue with a clean white cloth dampened with odorless mineral spirits or isopropyl alcohol.
- Only low moisture or damp mopping is recommended initially, if needed.
- Wait 4 days before normal wet cleaning and/or auto scrubbing the floor.
- Avoid direct sunlight on LVT flooring as it can cause fading and expansion of vinyl planks. Use window protection
- Surface temperature should not reach 140 degrees from sunlight or bed bug treatment as it would cause expansion of vinyl planks.

2. Identify and address all sources of soiling.

- Maintain a clean exterior (parking lots and walk ways) where dirt enters the building.
- Proper mats should have non-staining backing, use PVC backed matting. Use mats at entranceways, transition areas and special areas such as food service areas/restrooms to confine soil, oil, grease and high moisture areas.
- Entrance mats keep soil and moisture outside. Two matting categories are:
 - Soil Removal – used at exterior entrances to remove soil from shoes
 - Absorbent mats – used inside to minimize moisture
- Mats should cover at least 6 footsteps to capture soil transferring from shoes. Additional matting may be necessary during inclement weather. Include mats in the maintenance program and keep them clean.

ROUTINE MAINTENANCE

1. Remove dry soil.

- Sweep, vacuum or dust-mop frequently to remove soil particles that can abrade the wear layer.
- Dust mop treatments are not recommended since these products can transfer and attract soil.
- Do not use vacuums with rotating beater bars on hard surfaces.

2. Promptly address spots and spills.

- All spills should be addressed as quickly as possible to avoid staining and slip/fall hazards.
- Absorb wet spills and if necessary use a neutral pH vinyl cleaner* and rinse with water.
- Isopropyl alcohol or mineral spirits can be used for oil/grease (petroleum-based) and/or scuff marks.

3. Remove scuffs.

- Cleaning with an auto scrubber or spray buffing with a spray/buff solutions* using a low (175 rpm) machine and red pad will remove scuff marks. Agitation is the key to remove these marks.
- A tennis ball placed on the end of a stick, such as a broom handle, can be used as a tool to remove scuff marks. This allows you to remove scuffs from a standing position on smaller areas.

WET CLEANING

- Always pre-vacuum or dry dust mop before wet cleaning.
- Use neutral pH vinyl cleaner* and follow the manufacturer's instructions for dilution and use.
- Common systems are: 1) Micro fiber wet mop or mop and two-bucket system, and 2) Automatic scrubbing with a red 3M pad/equivalent brushes.
- Rinse the floor with clean water. Repeat the rinse process if necessary to remove all haze
- Do not use brown or black pads/brushes. These pads are too aggressive and can damage the floor.
- Products containing bleach and steam mops are not recommended.

The above guidelines are recommended to maintain LVT, LVP and sheet resilient products. Application of finish is optional in certain applications. Always follow the finish manufacturer's instructions for mixing and method of application. It is also recommended that if finish is applied, additional cleaning products be from the same manufacturer due to compatibility issues. Specialty floors such as sports floors with cushion back, ESD/static-control and floating floors will have exceptions to the maintenance guidelines. Contact the Information Center or Technical Support at 877.502.7429.

*There are many available cleaning and maintenance products for hard surfaces, especially resilient floors. These products should be evaluated since each location can have different requirements due to the type of soil, performance expectations and available maintenance equipment. Applying finishes will change the original product and the finish becomes the wear layer. The following are suggested products to assist the maintenance program:

- Neutral Cleaners: Diversey STRIDE® or PROMINENCE®, Shaw Hard Surface Cleaner, Hilway Direct Neutral Cleaner
- Spray and Buff: Diversey SNAPBACK®
- Matte Finish: Diversey Carefree Matte® Hilway Direct Plus Matte
- Gloss Finish: Diversey Carefree® Hilway Direct Plus Gloss
- Technical phone numbers:
 - Diversey: 1.800.558.2332
 - Shield Industries for Shaw Cleaner: 1.877.209.7309
 - www.1877floorguy.com 1.877.356-6748

SUGGESTED FREQUENCY CHART FOR RESILIENT FLOOR CARE

Traffic Level	Vacuum or Dust Mop	Spot Removal	Wet Mop or Auto-Scrub
Light - Private offices - Cubicles	2+ times per week	As needed	Wet Mop Weekly Scrub Quarterly
Moderate - Shared offices - Secondary hallways - Conference rooms - Classrooms	1 time per day	As needed	Wet Mop Daily Scrub Monthly
Heavy - Common entrances - Elevators - Main hallways - Break rooms - Work rooms - Mail rooms - Patient rooms - Waiting areas	1+ times per day	As needed	Wet Mop Daily Scrub Weekly

This chart represents a general guideline; identify and schedule your facility for specific conditions and frequencies.