

DAMP MOPPING

PURPOSE

To provide a clean and attractive condition to all-resilient tile, or hard floor surfaces, such as terrazzo. To clean a floor by removing water-soluble stains and soils.

SUPPLIES AND EQUIPMENT NEEDED

- Clean bucket and clean wringer
- Floor pad / putty knife
- Approved / appropriate detergent solution
- Wet floor signs
- Fresh water
- Wet mop handle with clean banded wet mop

PROCEDURE

1) Prepare Area

- a) Place "Wet Floor" signs in easy-to-see locations at the entrances to the room or areas.
- b) Move all obstacles or furniture.
- c) Set equipment in the area where the work will begin. Remembering that when damp mopping a room, you start at the furthest corner and work backward toward the door. Keep the bucket on the unmopped portion of the floor, where it cannot be tripped over.

2) Dust mop the floor

Dust mop the floor following the proper dust mopping procedure.

3) Apply Mopping Solution:

- a) Mix your cleaning solution as directed in a bucket ¾ full using cold water.
- b) Place the mop in the cleaning solution; wring it out until the mop is only damp.
- c) Mopping method with the baseboard on the other side of the corner.
- e) Mop the open floor area by moving the mop side to side in a figure 8 motion. Overlap each stroke as you move back. Turn the mop over. Use both sides. Rise the mop frequently.
- f) Repeat as above until the entire area has been damp mopped.
- g) When using a cleaning solution that has to be rinsed, rinse the floor using only cold water. Hot water will dull the finish.
- h) To rinse, follow the above procedures using clean cold water.
- i) After the floor has dried, remove signs and return furniture to their proper positions.

4) Clean Up

Immediately clean up equipment at the conclusion of the procedure. All buckets and wringers must be thoroughly washed, rinsed and allowed to dry. All mop

heads must be thoroughly washed and hung to dry. All other equipment is either washed or wiped down and stored in the proper location.

HINTS:

When using a mop, remember:

- 1) Keep your back straight. 'Do not twist your spine.
- 2) Bend at the knees a little.
- 3) Use the arm muscles to move the mop in a figure 8 motion.
- 4) Hold the mop handle at a 15-degree angle from vertical.