

SPRAY BUFFING FLOORS

PURPOSE

To maintain the floor's appearance and cleanliness without having to wet scrub or wet strip the floors. Spray buffing picks up dead finish and dirt, replacing it with a spray buff solution. It also levels and fills scratches and reduces the need for stripping.

SUPPLIES AND EQUIPMENT NEEDED

- Clean dust mop
- Hand pad
- Putty knife
- Floor machine
- Clean floor pad
- Bucket and wringer
- Wet mop handle with wet mop
- Spray buff solution
- Dispensing container
- Wet floor signs

PROCEDURE

1) Prepare area

Set up "Wet Floor" signs. Move all obstacles such as furniture.

2) Dust mop floor

Follow the dust mopping procedure.

3) Damp mop

Follow the damp mop procedure to remove any heavy soils.

4) Machine buff floor

Place the floor machine in position. Spray the floor with the spray buff solution and spread damp solution across the floor with the floor machine. Work in areas approximately 4' x 6'. Use a side-to-side motion. Be careful to avoid bumping walls and furniture. Allow a slight overlapping on each pass. Buff until the haze is gone and the floor area has a shine. Do not allow floor pads to load up with solution. Turn them over or change them frequently. Use spray buff material with blue colored pad. Polish with red colored pad to require shine level.

5) Dust mop again

Pick up any dust resulting from buffing operation. Use a clean; oil free, dust mop.

6) When finished

Remove the "Wet Floor" signs. Return furniture and other items cleared from the area to their proper positions.

7) 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 mops must be thoroughly washed and hung to dry. Soak pads especially blue pad in stripping solution when soiled pads are still wet. Rinse with warm water until perfectly clean. Allow to air dry before re-using. All other equipment is either washed or wiped down and stored in the proper location.

DO'S and DON'TS FOR MOPHEADS

Do...

- 1) Clean** (rinse well or launder) mop head after each use.
- 2) Hang** mop head to air-dry after each use.
- 3) Launder** mop heads in a synthetic mesh laundry bag.
- 4) Have a mop head for each procedure** (scrubbing, etc.)

Do not...

- 1) Leave mop head in chemicals or cleaning solutions** even for short periods of time.
- 2) Twist the mop head in the wringer** since it weakens the fibers when the pressure is applied.
- 3) Bleach mop head** or use it with a solution with bleach.
- 4) Wash** in water over 160 degrees F
- 5) Dry** in temperature above 150 degrees F.

BUCKETS:

Buckets should be checked before and after each use for cleanliness. Even a slightly dirty bucket will contaminate fresh water or solutions.

To save time cleaning the bucket when applying a sealer or finish, put a plastic trash bag (liner) in the bucket, then pour the sealer or finish into the lined bucket. After completing the job, take the plastic bag with the remaining solution out of the bucket and dispose of it properly.

When a job is completed and the buckets have been cleaned, put them in the storage area upside-down. Be sure to put the buckets where people will not trip over them. Wringers should be rinsed thoroughly and wiped dry.

Following these hints can increase the useful life of floor pads, mops, and buckets.