

PROCEDURES FOR FLOOR FINISH APPLICATION

In a quality program, it's essential for all employees doing the same type of work to perform procedures in the same manner.

Purpose

Floor finish:

- 1) protects floor surfaces from damage by traffic and environmental elements,
- 2) maintains a sanitary environment by allowing the floors to be cleaned more easily, and
- 3) improves the appearance of floor surfaces.

Frequency

After a floor has been stripped or deep scrubbed, it is necessary to apply multiple coats of floor finish. The amount of traffic and the degree of wear dictate how often an area needs recoating, weekly or every few months.

Supplies

- Mop bucket lined with poly liner and wringer
- Finish applicator:
 - Rayon Finish Mop Head with handle, or
 - MicroFiber Finishing Pad with flat holder and handle (*HINT: flat applicators cut application time in half with noticeably improved results.*)
- Floor Finish: Choose the correct finish for your conditions and available equipment. All may be burnished. (*HINT: Always apply a minimum of four coats to a stripped floor and two coats onto a floor that's been deep scrubbed. Depending upon the traffic, with two additional coats, the floor will look its best for a longer time.*)
 - **HIGH REGARD** Low Maintenance, Exceptional Durability/Toughness Finish,
 - **TOTAL COTE** High Gloss Finish dries to a high initial shine,
 - **VISION** Premium, Wet-Look Shine for High Speed Burnishing
 - **FOUNDATION** Sealer as a base coat (2) for old, worn, or heavily stripped floors
 - **DURABLE** Water-based Urethane Seal for concrete, terrazzo, ceramic tile
- **Workhorse** wipers
- Gloves
- Wet floor caution signs

Safety Tips

- Wear gloves at all times.
- Post wet floor signs.

Procedure

Using the same sequence of procedures each time gets the job done most efficiently, fastest and with the least effort.

1. Assemble equipment:
 - a. Put a poly liner into the mop bucket for easier cleanup and to insure the finish isn't polluted by dirt in bucket.
 - b. If the mop bucket and wringer are dirty, the floor finish may be polluted with dirt and streak on the floor. To clean wringer, soak in a stripper solution for a few minutes and clean with a brush. Thoroughly rinse with clean water.
 - c. White rayon finish mop heads and MicroFiber Finishing Pads are ready to use out of the package. Candy stripe finish mops should be presoaked in water for a few minutes to remove sizing, & wrung out.
2. Pour one or two gallons of Floor Finish into the mop bucket.
3. Dip mop into the finish. Carefully wring out the mop without creating foam. The mop should be wet but not dripping.
4. Start application by outlining the area with your mop. Apply even, light to medium coats without puddling.
5. Apply the second coat, when the first coat is dry to the touch. Drying time may be 45 minutes to an hour with high humidity or temperature conditions, or with low air movement.
6. On the second coat, and every other coat thereafter, stay several inches away from the baseboard.
7. Keep wet floor signs up for at least two hours after floors are dry. Return all furnishings to their proper locations after floor is completely dry.
8. When finished, discard the poly liner and any unused finish (unused finish from the mop bucket is contaminated and can not be saved; it will spoil any of the unused finish remaining in the original container).
9. Rinse off the mop bucket and wringer. Thoroughly wash out the finish applicator and hang up to dry, it's only used for applying finish.
10. Return all equipment to supply closet.

Standards

- Floors should be clean, shiny and bright.

For more information, call us at 800.755.5458.

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