

CLEANING AND MAINTENANCE GUIDELINES

These Guidelines cover both StaticStop GROUND FLOOR PLUS ESD, Conductive Vinyl Floor Tile (glue down), FREESTYLE ESD PLUS and FREESTYLE DESIGNER SERIES, Interlocking, adhesive free modular tiles.

The information contained in this document is intended to provide a general overview of products that have been designed for the care and maintenance of the referenced StaticStop ESD floor products and to generally describe the parameters of an ESD flooring maintenance program. SPECIFIC FLOOR CARE PRODUCT USE AND APPLICATION INFORMATION IS ATTACHED AND SHOULD BE READ CAREFULLY BEFORE USE OF ANY PRODUCT. While maintenance procedures are recommended and outlined in general, optimal programs will be tailored based upon specific circumstance in each location. Procedures can and should be kept flexible enough to accommodate varying conditions, provided the procedures are performed correctly and produce the desired end results. Procedures that don't provide the desired results should be examined and modified until they do.

Managing sand and dirt *before* they get onto the floor are one of the key elements of an effective maintenance program. Significant amounts of dirt and debris are typically tracked in from building entrances so in addition to implementing a strong routine cleaning program, measures should be taken to prevent dust and grit from getting onto the floor. Foot grills and walk off mats should be positioned at building entries as well as designated entries to the ESD controlled areas. Tacky mats may be positioned for highly controlled areas.

SelecTech's ESD floor care products are specifically designed to maintain FreeStyle's appearance and to ensure its critical, ongoing ESD functionality. A chart showing product uses, packaging options and floor coverage is attached. Attachment A.

Although they are not required for effective cleaning, walk behind automatic scrubbers are highly recommended, particularly in larger installations, as they efficiently clean and remove water in a single step. Automatic scrubbing machines are available in various sizes. Walk behind models can be used effectively in relatively tight areas. Both Tennant and Tornado offer equipment in various sizes. Some of the larger, riding models may cause FreeStyle tiles to lift. Call SelecTech if you are using this type of equipment.

NEVER use conventional (non-ESD) floor waxes or any other floor finishes on your ESD floors. Such products will create an insulative layer on the floor, inhibiting the conductivity of the floor and negating its ability to conduct static charges.

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A. GENERAL GUIDELINES FOR MAINTAINING FREESTYLE ESD PLUS AND FREESTYLE DESIGNER SERIES FLOORS

I. INITIAL CLEANING

1. Sweep, vacuum or dust mop the floor to remove dirt, grit, dust and debris that can damage the floor and be ground into the surface
2. Mix Geo-Clean or equal as directed.
3. Wet scrub the newly installed floor with Geo-Clean using a blue or green pad to remove normal installation soils. Use an auto scrubber or apply the solution to the floor with a mop and scrub with a 175 RPM buffing machine. If using a buffing machine remove the dirty solution with a wet vacuum. Rinse with clean water and allow to dry before permitting foot traffic. Do NOT flood the floor.

II. ROUTINE CLEANING AND MAINTENANCE

To function effectively, ESD flooring should be kept as clean as possible. The buildup of dust and residue will act as an insulator, diminishing the rate at which static charge is removed from the body and increasing the potential for charge generation on the surface of the floor. Built up dirt will be ground into the surface and require more aggressive cleaning. An effective regular cleaning



program will clean and wash floors *before* they become damaged with ground in dirt.

1. Stains or spills should be wiped up immediately with a damp mop using GeoClean diluted at 2 ounces per gallon of water.
2. Sweep, vacuum or dust mop the floor to remove dirt, grit, dust and debris that can damage the floor and be ground into the surface
3. Mix Geo-Clean Floor Cleaner as directed.
4. Wet scrub the floor with Geo-Clean Floor Cleaner.
5. Pad selection will depend on the frequency of washing and the corresponding level of soiling.
 - a. Use a red pad for light soiling
 - b. Use a blue pad in more heavily soiled areas.
 - c. Note, that in more heavily soiled areas, the concentration of Geo-Clean can be increased.
6. Use an auto scrubber or apply the solution to the floor with a mop. Allow the diluted solution to remain on the floor for several minutes. Scrub using the selected pad with an auto scrubber or a 175 RPM buffing machine. If using a buffing machine remove the dirty solution with a wet vacuum. Do NOT flood the floor.
7. Detail damp mop as needed.

III. RESTORATIVE MAINTENANCE

When routine maintenance is no longer providing the desired results the same cleaning procedures should be used but the concentration(s) of cleaning product should be increased, and a more aggressive pad may be used. Refer to each product's SDS for use of personal protective equipment and other safety measures.

1. Stains or spills should be wiped up immediately with a damp mop using GeoClean diluted at 4 ounces per gallon of water.
2. Sweep, vacuum or dust mop the floor to remove dirt, grit, dust and debris that can damage the floor and be ground into the surface
3. Mix Geo-Clean Floor Cleaner as directed.
4. Wet scrub the floor with Geo-Clean.
5. Pad selection will depend on the frequency of washing and the corresponding level of soiling.
 - a. Use a red pad for light soiling
 - b. Use a blue pad in more heavily soiled area
 - c. Note, that in more heavily soiled areas, the concentration of GeoClean and/or dwell time of the cleaner on the floor can be increased.

Use an auto scrubber or apply the solution to the floor with a mop. Allow the diluted solution to remain on the floor for several minutes. Scrub using the selected pad with an auto-scrubber or a 175 RPM buffing machine. If using a buffing machine remove the dirty solution with a wet vacuum. Rinse with clean water and allow to dry before permitting foot traffic. Do NOT flood the floor.

6. Detail damp mop as needed.

IV. STAIN REMOVAL

1. Spills should be removed as quickly as possible to limit staining.
2. Mild staining may be removed by mopping with GeoClean. More aggressive staining may require scrubbing with a red pad.
3. Methods for removing black marks will vary depending on their depth and whether they are superficial or
4. "burned" into the floor.
5. If they aren't burned into the finish clean the area with a red pad and ProtectOHM or DuraBuff.
6. For burned in marks use GeoClean with increasingly aggressive pads.

B. MAINTENANCE SCHEDULING

The following chart identifies the various maintenance tasks and provides a suggested frequency for each task based upon "Traffic Soil Rating". *Since the actual required frequency for each task will be determined by the conditions, traffic levels and type of traffic at each facility these are suggestions only and should be refined and modified based upon the actual conditions at the facility.* Ultimately, facility management will develop a daily, weekly, monthly and periodic frequency schedule specific to the facility requirements and resource availability

Traffic Soil Rating	Vacuum/ Sweep	Wet Mop/ Auto-scrub	Spot Cleaning
Light 50% of area	As needed but at least every 3-4 days	Weekly	As needed
Medium 30% of area	As needed but at least every 2-3 days	2x weekly soil prone areas as needed	As needed
Heavy 20% of area	Daily	Daily	Daily or as needed

APPLICATION INSTRUCTIONS FOR Geo-Clean

All flooring surfaces: Dilute Geo-Clean 2 ounces per gallon of warm water. Apply with either a mop or automatic scrubber. For particularly heavy soil, dilute Geo-Clean 4 ounces per gallon of warm water. Allow diluted solution to stand for several minutes, then agitate with a 175-300 Rpm scrubbing machine. Mop or vacuum up the dirty solution. If cleaning is done prior to floor finish application, the floor should be damp- mopped with clean, warm water to remove any light detergent residue.

SELECTECH ESD FLOOR MAINTENANCE PRODUCTS AND USES					
Product	Use	Dilution Range	Estimated Use	Packaging Options	Coverage/sq . ft.
Geo-Clean	General Purpose floor cleaner. Use regularly when DuraShield is not being used	2-4oz solution/ 1-gallon water (1:32)	1-gallon diluted solution/ 600 sq. ft.	1 Quart 1 Gallon 5 Gallon Pail 55 –Gallon	3,000 12,000 48,000 528,000
Notes:	<i>Dilution range(s) and estimated coverages may be adjusted and/or vary depending on the condition of the floor. Suggested coverages are for guidance purposes only</i>				

Recommended Best Practices for the Optimal Performance of Freestyle ESD and Ground Floor CVT Flooring:

- Sweeping with a soft bristled broom, vacuuming, (with no metal beater bar), and dust mopping – This measure alone will add years to a floor's life. Once a system is in place that effectively removes dirt and debris, it is easy to develop an ongoing routine. Frequency will depend on a building's location, amount of foot traffic and equipment. Clean dust mop heads after each use. Replace vacuum bags as needed. Replace worn or broken parts or tools.
- Primary/Secondary matting should be just outside and just inside the entrance. Mats are ideal for heavy soil, water removal and provide slip resistance. Walked in dirt and moisture can be kept out while reducing maintenance. Vacuum often. Exterior mats may be power washed periodically to remove heavy saturation of soil, dirt and debris.
- Anti-microbial safety mats absorb spills in wet areas such as restrooms, water fountains and locker rooms reducing slip and fall incidents and, in some cases, improving hygiene. For indoor use only. Anti-microbial Safety mats are often inexpensive and disposable.
- **Use Floor Protectors on Furniture and Equipment – Furniture and equipment glides, wheels and casters specifically designed for use on resilient flooring are required.** Those designed for carpet should not be used.
- Exposed metal glides, metal wheels or casters or broken legs or damaged glides may scratch and cause damage to a resilient floor surface. These items should be repaired or replaced with those specifically designed for hard surface flooring. SelecTech's product warranty does not cover scratching or damage caused by furniture or equipment using the wrong, broken or unprotected glides, casters, feet/bases.
- Soft, self-adhering felt protectors applied to furniture or equipment glides, feet or legs on a hard surface floor prevent scratches, gouges and cuts caused by furniture, chair and table movement. Felt pad protectors applied to the feet/base of furniture and equipment is an inexpensive way to extend a floor's life.
- Routinely clean felt pads with a stiff brush or vacuum attachment. Replace every 3-6 months.
- Slip On/Slip Over floor protectors are also recommended for use on furniture and equipment feet/bases, glides. Replace as needed.
- Furniture moving aids provide protection to flooring surfaces against heavy items that would otherwise drag on the floor and against heavy carts with hard casters during moves. Most solutions are inexpensive, long lasting, reusable and reduce human strain