

# FLOOR MAINTENANCE SCHEDULE

## SCHOOLS / EDUCATIONAL INSTITUTIONS

### ➤ Cleaning Program

#### DAILY PROCEDURES

1. Clean/vacuum entrance matting.
2. Dust mop hallways and classrooms to remove loose dirt and soils.
3. Wet mop/auto scrub hallways with neutral cleaner.
4. Spot mop classrooms with neutral cleaner.



Balance EC  
NL158-P5



MARVALOSA  
Tropical Breeze  
NL276-G4



MARVALOSA  
Fresh Lavender  
NL269-G4

#### WEEKLY PROCEDURES

1. Inspect and clean or change entrance matting.
2. Dust mop hallways and classrooms to remove loose dirt and soils.
3. Use long handled scraper to remove gum and sticky soils.
4. Wet mop/auto scrub hallways and entrances with neutral cleaner.
5. Inspect high traffic floors for wear. Burnish/spray buff high areas that show signs of wear.

#### MONTHLY PROCEDURES

1. Inspect and clean or change entrance matting.
2. Dust mop hallways and classrooms to remove loose dirt and soils.
3. Use long handle scraper to remove gum and sticky soils.
4. Wet mop/auto scrub hallways and entrances with neutral cleaner.
5. Inspect high traffic floors for wear. Burnish/spray buff high areas that show signs of wear.
6. If needed, apply a coat of floor restorer and buff/burnish to restore protective layer and appearance.
7. If areas are heavily worn, scrub with neutral cleaner and apply a light coat of finish.

Code: PR-25 r40319



Nycoproducts Company  
**800.752.4754**  
nycoproducts.com

#### SAFE CLEANING TIPS

1. Always use "Caution Wet Floor" signs to mark your work area.
2. Inspect electric cords for signs of wear before using.
3. Use clean mops, and change mop water frequently.