

CLEANING HARD FLOORS

1. GENERAL

1.01 This section describes the procedures for cleaning the following hard floors:

Concrete, Painted and Unpainted
Marble and Travertine
Terrazzo
Tile, Unglazed

1.02 This section was formerly issued under the title "Maintenance of Marble, Terrazzo, Travertine, Hard Composition and Hard Tile Floors." It is reissued and generally revised to (1) include the care of concrete floors, (2) specify the use of pyrophosphate cleaner, (3) include the use of oil absorbent powder and garage floor cleaner, and (4) provide information regarding the characteristics of hard floors.

1.03 Hard floors should not be considered indestructible. Some are susceptible to deterioration by strong acids, chemicals and harsh abrasives. The procedures described should be followed in order to avoid damage to hard floor surfaces.

2. CONCRETE FLOORS, PAINTED AND UNPAINTED

2.01 Concrete forms the underlying or base floor in most areas of telephone buildings. In occupied space, the concrete floor is covered with linoleum, asphalt tile or rubber flooring to improve appearance, to provide a resilient walking surface and to facilitate maintenance. In less frequented areas, such as portions of basements, penthouses and storage areas, the concrete floor is not usually covered except possibly by runners in paths of traffic.

2.02 The surface of a concrete floor is troweled to provide a dense smooth surface. If the concrete is not properly mixed or cured, the uncombined cement will continually dust off the surface of the floor. This condition can be alleviated by treating the floor with a chemical hardener as described in Section H53.105 - Hardening and Dust-Proofing Concrete Floors.

2.03 To improve appearance in frequented basement space, the concrete floor is often painted with a concrete floor paint. Paint wears off cement rapidly when subject to

relatively heavy traffic and to prevent rapid wear, saturated felt floor runners are placed in the normal traffic paths. Such runners also serve to guide traffic off the painted areas. Rubber matting having proper dielectric properties is used in front and rear of power switchboards.

2.04 Unpainted concrete floors which have a smooth dense surface (except garages) and painted concrete floors may be cleaned by dustless sweeping as described in Section H51.104.1 - Sweeping, Dustless, Damp Cloth Method or Section H51.104.2 - Sweeping, Dustless, Treated Cloth Method, supplemented by damp or wet mopping as described in Section H51.107 - Floor Mopping and Scrubbing.

2.05 Concrete floors which have a surface that can not be successfully cleaned by dustless sweeping are dry swept as described in Section H51.103 - Sweeping - General. For mopping unpainted concrete floors (except garages), one to two tablespoonfuls of pyrophosphate cleaner per pail (10 quarts) of water, preferably warm, is used. Painted concrete floors are mopped with a solution of one to two tablespoonfuls of powdered soap per pail (10 quarts) of water, preferably warm.

2.06 Garage floors are dry swept as described in Section H51.103 - Sweeping - General, or hosed. However, as a preliminary step to either, any grease or oil drippings are covered by sprinkling with oil absorbent powder. The powder is allowed to remain in place 1/2 hour or longer. Heavy grease deposits should first be scraped up before application of the oil absorbent powder. Garage floors which are dry swept on a routine basis, are hosed at suitable frequencies to supplement dry sweeping. Before the start of the hosing operation, any oil or grease drippings which were not removed by the oil absorbent powder are cleaned with garage floor cleaner. Two to three tablespoonfuls of garage floor cleaner are dissolved in a pail (10 quarts) of water, preferably warm. The areas having oil or grease drippings are mopped with this solution before hosing. As an alternate method, the garage floor cleaner may be sprinkled on the previously wet soiled areas then rubbed with a deck scrub brush or electric floor scrubbing machine, followed by flushing or hosing to the floor drains. Hosing is begun at the highest floor level and the water directed on the floor toward the drains. When the hosing is completed, any remaining water is

cleared by pushing it into the drains with a squeegee or Palmyra floor brush. At suitable intervals, the garage floor drains and associated traps are cleared of accumulated dirt and debris. A high pressure water source is used if available.

3. MARBLE, TRAVERTINE AND TERRAZZO FLOORS

3.01 Marble is a natural stone combining maximum durability and high decorative qualities and easy maintenance. It is expensive and its use is limited to special locations where appearance and durability are controlling. Terrazzo is comprised of marble chips combined with cement. Marble and terrazzo floors require minimum care since they resist soiling and when soiled, are readily cleaned. The travertine variety, which has numerous and some relatively large voids, is sometimes used more commonly for floors. Large holes in the travertine are filled with cement of a suitable mixture and color.

3.02 Terrazzo floors offer excellent appearance in a wide color selection because of the many varieties of chips that may be chosen. Chips of contrasting shade and color can be selected to mask soiling to an appreciable degree. Abrasive aggregate can be incorporated in the mixture of chips and cement to increase slip resistance on inclines and stairtreads. Terrazzo floors are found in some entrance and elevator lobbies and related heavily trafficked corridors where maximum resistance to wear and soil penetration is required.

3.03 Day-to-day cleaning of any of the above varieties of marble and terrazzo floors consists of dustless sweeping or damp mopping depending upon soil conditions. These operations are described in Section H51.104.1 - Sweeping, Dustless - Damp Cloth Method, or Section H51.104.2 - Sweeping, Dustless - Treated Cloth Method, and in Section H51.107 - Floor Mopping and Scrubbing. Periodic cleaning by wet mopping or scrubbing is usually necessary as a supplementary cleaning procedure. As a detergent, pyrophosphate cleaner is used in the proportions of one to two tablespoonfuls per pail (10 quarts) of water, preferably warm. Pyrophosphate cleaner develops a sheen on

marble and terrazzo floors which improves their appearance and affords a protective coating against wear and stains. Where necessary to remove tenacious soiling while mopping, sparing quantities of scouring powder are sprinkled over the soiled area which is rubbed with the heel of the mop, a deck scrub brush or an electric floor machine. It is important that only the standard material be employed in order to insure against possible serious damage to the floor surface. Some types of scouring powder contain silica abrasives which will scratch marble. After the use of any detergent cleaners, marble or terrazzo floors should be thoroughly rinsed.

3.04 It is desirable to avoid the use of soap in caring for hard floors as it leaves insoluble residues that give the floor a dull, greasy appearance. Strong acids such as muriatic are destructive to marble and terrazzo floors. No waxes, varnish sealers or the like are necessary for maintenance purposes.

4. VITRIFIED FLOOR TILE

4.01 Vitrified unglazed floor tiles provide a dense, impervious surface that resists soiling. Carborundum may be incorporated in the surface during manufacture to improve slip resistance. These floors are found in washrooms, kitchens and in serving space in cafeterias where spillages are frequent and easy maintenance is of first importance.

4.02 Vitrified tiles in kitchens and other associated areas where food spillages are frequent require daily wet mopping. Pyrophosphate cleaner in the proportion of two tablespoonfuls per pail (10 quarts) of water, preferably warm, is used as a detergent. Occasional scrubbing with the supplementary use of scouring powder to remove tenaciously soiled spots may be required at periodic intervals.

4.03 The vitrified tiles should not be waxed or coated with sealers.