

Floor Mopping Procedure

* Separate mops must be designated for:

1. kitchen
2. bathroom
3. classroom/office, etc.

1. Place 'Wet Floor' signs or orange hazard cones around area you are going to mop.
2. Mop all floors, including bathroom, approved floor cleaning product.
3. Mop the floor from one side of the room to the other so you are always standing on dry floor
4. Dip your mop in the cleaning bucket and wring it out thoroughly. Too much water on the floor causes extended drying time
5. Follow these body mechanics when mopping:
 - ✓ Avoid extreme reaches to the left or right. Stand upright and keep elbows close to body
 - ✓ When mopping stairs, keep within one or two steps of where you are cleaning to avoid reaching
 - ✓ Alternate use of right and left arm to avoid fatigue of dominant arm
 - ✓ Do not twist your torso or excessively reach when cleaning; move with the mop
 - ✓ Bend your knees and keep back in a neutral position when pushing the mop wringer handle down
6. Bathroom floors must then be disinfected using the mop designated for bathroom floors only. Put on chemical splash goggles. Using disinfecting solution, lightly spray disinfecting foam solution on the floor and spread to cover floor surface. Let stand for **minimum of 10 minutes**.

7. Do not walk on wet floor; wait until floor is **completely dry**.

8. As soon as floor is completely dry, put wet floor signs/orange cones in storage area.