



This document is intended for professional use to provide a starting point for Commercial Cleaning, Care & Maintenance of these products, each unique application may require additional or further steps to ensure complete satisfaction. Please refer to the general information and then the table of contents for the specific product information. Refer to product website to confirm that you have the most current revision of this document. If you need a project specific maintenance document or if there are any questions or concerns, please reach out to [solutions@rhctechnical.com](mailto:solutions@rhctechnical.com).

**Failure to maintain ESD Vinyl Flooring properly will diminish the ESD properties of the product and result in variations in readings within the ESD Control System.**

### POST INSTALLATION, PRIOR TO SERVICE MAINTENANCE

Job site conditions will cause dirt and debris to be present on the installed flooring. Post installation, prior to service maintenance should only be performed after the prescribed timeframe for the product and adhesives utilized. However, the flooring should be protected after installation prior to the completion of the Post Installation, Prior to Service Maintenance

1. Remove any protective coverings prior to maintenance.
2. Use dust mop to remove any dirt, dust, or debris.
3. Add 4-6 ounces of Excelsior NC-900 Neutral Cleaner to one U.S. gallon of clean, potable water.
4. Use a clean mop or pump-up sprayer to apply cleaning solution to the area and let stand for 5-10 minutes.
5. If flooring is heavily soiled, re-apply the solution and allow cleaner to remain on surface for an additional 5-10 minutes before scrubbing and removing.
6. **Using a low-speed rotary floor machine (175 – 350 RPM)**, wet scrub the floor using a Scotch-Brite™ Surface Preparation Pad provided by 3M or equivalent. Depending upon construction traffic and/or soiling, this process may need to be repeated multiple times to achieve the desired results.
7. Use an auto-scrubber, wet vacuum, or clean mop to remove all excess cleaning solution.
8. Rinse area with clean, cool water.
9. While the floor is still wet from the rinse water, **use a low-speed rotary floor machine (175 – 350 RPM)** to wet-buff the floor using a 3M 5100 Red Cleaning Pad or equivalent.
10. Rinse area with clean, cool water and allow floor to dry completely.
11. Ensure the flooring area is clean and that all cleaning residue has been removed (this may require additional rinsing).
12. After the area has cooled for a minimum of three (3) hours, dry buff area with a low-speed rotary floor machine (175 – 350 RPM) using a White Tampico Brush from Malish or equivalent polishing brush attachment. A 3M 4100 White Super Polish Pad or equivalent may be used. Ensure to utilize multiple passes in opposite directions.
13. **Alternative Burnishing**, after the area has cooled for a minimum of three (3) hours; and if a higher sheen is desired, use a high-speed rotary floor machine (1500 RPM) to burnish the area using a 3M 4100 White Super Polish Pad, 3M 3300 Natural Blend White, or 3M 3500 Natural Blend Tan Pad or equivalent. Other burnishing pads can be used if they are for burnishing. Keep in mind the machine needs to stay moving and a higher shine can show subfloor irregularities.
14. *The more consecutive days this buffing process can be repeated, the better the results will be. We would recommend a minimum of three buffing processes prior to placing the area into service.*

### DAILY CLEANING

1. Use dust mop to remove any dirt, dust, or debris.
2. Add 2-4 ounces of Excelsior NC-900 to one U.S. gallon of clean, potable water.
3. Use a clean mop to clean spills, dirt buildup and other debris.
4. Clean and remove stains and/or light scuffs with a 3M 5100 Red Buffer Pad or 3M 4100 White Super Polish Pad center by hand if needed.
5. Rinse area with clean, cool water and allow floor to dry completely.
6. Ensure the flooring area is clean and that all cleaning residue has been removed (this may require additional rinsing) before allowing foot traffic.



### ROUTINE MAINTENANCE

Routine maintenance is seen as something that needs to be done on a regular basis. Routine could be twice a week, weekly, etc. Given that each installation is different, the frequency of the routine will be determined by the following factors: type of soil or debris, type of facility, location within the facility, and use of the facility. It is likely the routine can and will change depending on factors such as time of year, increased or decreased use, etc. With the application of a finish, this routine should be done at a minimum of twice a month, if possible, to maintain the desired look of the flooring.

1. Use dust mop to remove any dirt, dust, or debris.
2. Add 4-6 ounces of Excelsior NC-900 to one U.S. gallon of clean, potable water.
3. Use a clean mop or pump-up sprayer to apply cleaning solution to the area and let stand for 5-10 minutes.
4. If flooring is heavily soiled, re-apply the solution and allow cleaner to remain on surface for an additional 5-10 minutes before scrubbing and removing.
5. **Using either a low-speed rotary floor machine (175 – 350 RPM) or auto-scrubber**, wet scrub the floor using a 3M 5100 Red Buffer Pad or equivalent. A Mal-Grit Scrub Brush from Malish or equivalent 22 gauge soft-bristled scrubbing brush may be used as the brushes will work better for textured surfaces.
6. Use an auto-scrubber, wet vacuum, or clean mop to remove all excess cleaning solution.
7. Rinse area with clean, cool water and allow floor to dry completely.
8. Ensure the flooring area is clean and that all cleaning residue has been removed (this may require additional rinsing).
9. After the area has cooled for a minimum of three (3) hours, dry buff area with a low-speed rotary floor machine (175 – 350 RPM) using a White Tampico Brush from Malish or equivalent polishing brush attachment. A 3M 4100 White Super Polish Pad or equivalent may be used. Ensure to utilize multiple passes in opposite directions.
10. **Alternative Burnishing**, after the area has cooled for a minimum of three (3) hours; and if a higher sheen is desired, use a high-speed rotary floor machine (1500 RPM) to burnish the area using a 3M 4100 White Super Polish Pad, 3M 3300 Natural Blend White, or 3M 3500 Natural Blend Tan Pad or equivalent. Other burnishing pads can be used if they are for burnishing. Keep in mind the machine needs to stay moving and a higher shine can show subfloor irregularities. The more consecutive days this buffing process can be repeated, the better the results will be.

### PERIODIC / DEEP / RESTORATIVE MAINTENANCE

Over time, when daily cleaning and routine maintenance is not working, the flooring may require a heavy-duty cleaning to remove build-up, scuffs from shoes or minor flooring damage.

1. Use dust mop to remove any dirt, dust, or debris.
2. Add 16 ounces of Excelsior FR-920 Performance Remover to one U.S. gallon of clean, potable water.
3. Use a clean mop or pump-up sprayer to apply cleaning solution to the area and let stand for 5-10 minutes.
4. If flooring is heavily soiled, re-apply the solution and allow cleaner to remain on surface for an additional 5-10 minutes before scrubbing and removing.
5. **Using either a low-speed rotary floor machine (175 – 350 RPM) or auto-scrubber**, wet scrub the floor using a Scotch-Brite™ Surface Preparation Pad provided by 3M or equivalent. Depending upon soiling, this process may need to be repeated multiple times to achieve the desired results.
6. Use an auto-scrubber, wet vacuum, or clean mop to remove all excess cleaning solution.
7. Rinse area with clean, cool water.
8. While the floor is still wet from the rinse water, **use either a low-speed rotary floor machine (175 – 350 RPM) or auto-scrubber** to wet-buff the floor using a 3M 5100 Red Cleaning Pad or equivalent.
9. Rinse area with clean, cool water and allow floor to dry completely.
10. Ensure the flooring area is clean and that all cleaning residue has been removed (this may require additional rinsing).



11. After the area has cooled for a minimum of three (3) hours, dry buff area with a low-speed rotary floor machine (175 – 350 RPM) using a White Tampico Brush from Malish or equivalent polishing brush attachment. A 3M 4100 White Super Polish Pad or equivalent may be used. Ensure to utilize multiple passes in opposite directions.
12. **Alternative Burnishing**, after the area has cooled for a minimum of three (3) hours; and if a higher sheen is desired, use a high-speed rotary floor machine (1500 RPM) to burnish the area using a 3M 4100 White Super Polish Pad, 3M 3300 Natural Blend White, or 3M 3500 Natural Blend Tan Pad or equivalent. Other burnishing pads can be used if they are for burnishing. Keep in mind the machine needs to stay moving and a higher shine can show subfloor irregularities.

### PREVENTIVE MAINTENANCE / FLOORING PROTECTION RECOMMENDATIONS

- Utilizing an effective barrier entry way matting system and/or walk-off mats at outside entrances. Ensure mats are manufactured with non-staining backs to prevent discoloration. Walk off mats do provide a level of protection and are critical to the reduction of soil and debris levels within the facility while helping to reduce maintenance cost and protect the flooring.
- Do not slide or drag anything across the flooring. When moving appliances or furniture, protect flooring from scuffing and tearing using temporary floor protection.
- All furniture, fixtures, and/or moving equipment casters should be made of a high-quality soft material such as neoprene rubber designed for use on resilient flooring and must have a contact point of at least 1 square inch to aid in reduction of indentation and flooring damage.
- Rolling chairs or seating at work areas should have a resilient flooring chair pad installed over the finished floor or have proper castors installed for resilient to protect floor covering.
- All fixed furniture legs should have permanent felt or soft rubber floor protectors installed on all contact points and to help reduce indentation. Floor protectors must have a flat contact point of at least 1 sq. in. or 1.125 in. diameter and must cover the entire bottom surface of the furniture leg and be free of burrs and damage.
- All doorstops need to be constructed of either rubber or vinyl and be free of burrs and damage.
- Ensure all furniture castors, chair legs, and doorstops are clean and free of all dirt and debris. Routinely clean and/or chair castors, furniture legs, and doorstops to ensure that dirt or debris has not built up or become embedded.
- If these recommendations are not followed, we can guarantee your cleaning and maintenance will be more difficult.

### SUPPORT & ADDITIONAL RESOURCES

Product Support Phone & Email	(800) 633 – 3151 / <a href="mailto:info@flexcofloors.com">info@flexcofloors.com</a>
Technical Support Phone & Email	(844) 393 – 4044 / <a href="mailto:solutions@rhctechnical.com">solutions@rhctechnical.com</a>
Product Technical Documentation	<a href="http://www.flexcofloors.com">www.flexcofloors.com</a>
Associated or Related Documentation	<a href="#">NC-900 Neutral Cleaner Technical Data</a> <a href="#">FR-920 Finish Remover Technical Data</a> <a href="#">Understanding Excelsior Care &amp; Maintenance Products Technical Bulletin</a> <a href="#">Understanding Rubber Flooring Maintenance Requirements Technical Bulletin</a>

The use of the incorrect maintenance/disinfection chemistry or the incorrect use of the correct chemistry for the maintenance/disinfection of Resilient Flooring can and will cause damage to the product that is not covered by the product warranty. If you have a question about the fitness of use of other products, please contact customer service or technical services.

As with any maintenance program, be sure to use proper PPE (Personal Protective Equipment) according to the cleaning product SDS and ensure all maintenance procedures are conducted per the cleaning products instructions. The use of Caution Tape and/or Wet Floor Signs is recommended to prevent slips and falls.

The contents contained within this Care & Maintenance Sheet may be utilized or copied into another projected related document, but this original document will remain in effect at the time of product installation, this TDS shall not be supplemented or replaced by the resulting project documentation. **Any alterations to the wording or requirements contained in or derived from this document shall void all related warranties.**

Prior to acceptance of this document refer to the product website to confirm that you have the most current revision.

**These products are intended for installation by professionals, prior to use the user must determine the suitability of our products for the intended use, and the user alone assumes all risks and liability.**