

## How to Damp Mop a Floor

### Equipment Needed:

Dust Mop  
Bucket & Wringer filled with COLD water.  
Medium industrial loop mop or similar size  
Wet floor signs  
Neutral cleaner  
Putty knife or similar tool

### Preparation:

Fill the bucket with COLD water and add the appropriate amount of neutral floor cleaner.  
Follow the dilution instructions carefully by measuring the amount of chemical.

*TIP: Using more chemical than recommended may damage the finish of the floor*

Remove any items such as floor mats.

Use a putty knife, scraper or small scrub pad to gently remove foreign matter that requires scraping (gum, tape, etc.).

**VERY IMPORTANT: Place a "Wet Floor" or "Caution" sign where they can be easily seen at all entrances to the area to be mopped. (Most people forget the one behind them where they will finish)**

Dust mop the area to be cleaned thoroughly.  
Determine where you want to be when finished  
Place your equipment close to your starting point. This should be the farthest away from your end point (In a room, the end point would be at the door).  
Keep the bucket and wringer on the portion of the floor that has not been cleaned.  
Immerse mop head into detergent bucket and wring out lightly by placing the mop into the wringer and pressing down, removing excess water. **Remember this is "damp" mopping not "wet"**

First mop the floor along the edge of the baseboard (called "cutting in"), if applicable. The mop head should just touch the baseboard while mopping that portion of the floor. This will prevent splashing up the baseboard and walls. Move the mop across in front of you until you get to a comfortable reaching point. **Keep your back straight. (Over-reaching is a common mistake that causes injuries and strain on the back!)** Now mop the open floor area by moving the mop side to side in a figure eight pattern. Overlap each stroke as you move back. Frequently "flip" the mop head over gently as you work. This helps eliminate the re-depositing of soil from the mop. If this is done too aggressively, soil particles will spray onto the cleaned area or baseboard.  
After mopping a section of the floor, place the soiled mop into the solution bucket, agitate slightly then wring out the mop as above. Depending on the amount of soiling, you should change the water in the bucket frequently.

### Key Points

When damp mopping, remember:

Always use COLD water, never HOT.  
Keep your back straight. Do not twist your spine.  
Bend at the knees, not your back.  
Use your arm muscles to move the mop in a figure eight pattern.  
Change the water as often as required based on the amount of soiling

