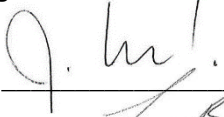
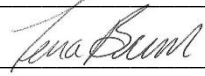


Leamington Mennonite Home

**POLICY AND PROCEDURE**

<b>CATEGORY:</b> Housekeeping	<b>SUBJECT:</b> Carpet Cleaning Wet Extraction	<b>SECTION:</b> C
<b>DATE:</b> January 1, 2024	<b>Administrator:</b> 	<b>POLICY:</b> 2
<b>REVISION DATES:</b>	<b>HKL Supervisor:</b> 	

**CARPET CLEANING WET EXTRACTION**

**POLICY:**

All carpets will be cleaned using wet extraction at least annually and more often for areas attracting heavy soil, i.e. front entrances. Extraction cleaning is necessary to remove soil deep down in the carpet fibres. Soil left in carpet for long periods of time will deteriorate fibres and ruin carpet.

**SETUP:**

- Carpet extractor with hose & wand
- Carpet extraction chemical
- Carpet traffic lane spray
- Carpet spot cleaning chemical
- Wet floor signs
- Walk off mat
- Foil squares
- Industrial blower
- Vacuum cleaner
- Stir stick

**PROCEDURE:**

Housekeeping staff will:

- 1) Remove furniture from area being cleaned.
- 2) Place wet floor signs around area being cleaned.
- 3) Place walk off mat at edge of carpet.
- 4) Vacuum area being cleaned.
- 5) Spray heavily soiled areas and stains with traffic lane spray.
- 6) Fill solution tank of carpet extractor with hot water.
- 7) Add carpet extraction cleaner. Stir cleaner in water gently.
- 8) Start extraction in the corner of the room furthest from the door or edge of hallway.
- 9) Work from left to right and across the room.
- 10) Work in an area three or four feet wide and long.
- 11) Overlap strokes by one inch to prevent streaks.
- 12) Spray extractor and advance wand toward you for three feet.
- 13) Go over area with sprayer off to suction water.
- 14) Go over area 2-3 times if heavily soiled. Remove stubborn stains with carpet spotter.
- 15) Extract as much solution as possible.
- 16) Use walk off mat to wipe feet before walking on floors.
- 17) Replace furniture when finished and place foil squares under legs until carpet is dry.
- 18) Mop up any water on the floor.

- 19) Place carpet blower in area to provide air-drying to carpet. Move as necessary during drying.
- 20) Leave wet floor signs and keep all traffic off carpet until dry.
- 21) After job is completed, put away equipment.