

ping, and the floor will have a rough or grainy appearance and soon lose its value as a floor covering. An excess of water should be avoided, as it will creep in between the layers of linoleum, especially along the edges, causing it to crack and break off. Water-emulsion floor wax properly applied and maintained is the maintenance material to be used for this type of floor, although paste or liquid wax can also be used.

C. Vinyl tile may be of the following types:

1. Vinyl asbestos tile is composed of vinyl resins, asbestos, plasticizers, and fillers. This is a full thickness tile.

2. Vinyl tile is composed of vinyl resins, plasticizers, pigments, and fillers, and is a full thickness material.

3. Vinyl backed tile has the same composition as vinyl tile but is thinner and is laminated to a backing material.

All vinyl tiles are tough, chemically inert, insoluble, colorless, odorless, and thermoplastic. As in asphalt and linoleum tiles, excess of water should be avoided, as it will penetrate between the tiles or seams, loosen the adhesive, and eventually warp the flooring. Abrasives should not be used, as vinyl is relatively soft and can be permanently scratched by this treatment.

Water-emulsion wax, liquid or paste solvent wax, and resin or plastic coatings may be used as maintenance materials for vinyl floors.

D. Rubber tile is made from rubber, pigments, and filler. It is unaffected by water, although an excess will cause the tiles to loosen from the floor. Strong soaps, solvents, paste, or liquid waxes will damage the floor in the same manner as the asphalt tile. Water-emulsion floor wax is the recommended maintenance material.

E. Wood floors should not come in contact with water in any form, particularly if they are not tightly sealed. Water causes the wood to warp, and the grain to swell and splinter, so that a rough, uneven floor results. Water will, likewise, seep between the boards rusting the nails, and this may cause the boards to become loose. Iron salts found in the water from contact with pipes or cans will react with the tannin found in the hard wood such as oak and form iron tannate which is the principal ingredient of many black inks. This causes the wood to turn dark. Solvent paste and liquid waxes should be used exclusively for wood floors.

F. Terrazzo or marble floors may be waxed, but this practice is not recommended, as it tends to make the floor slippery.

G. Cork flooring is made from bark of the cork oak tree. The cork is ground and heat cured under pressure. Natural and synthetic resins are the binding materials. The surface is given a finish of wax or resin. Cork floors are very soft and are permanently damaged by heavy loading. Furniture rests should be used under desks and similar furniture to avoid indentation and fracture of the tile. Abrasives of any kind should be avoided. Mild or neutral cleaners only may be used, as high alkaline materials will cause embrittlement, whitening and general deterioration. Liquid or paste solvent wax is recommended.

Proper floor maintenance depends on many factors including the standard of appearance desired, traffic conditions, and the type of flooring itself. There are three distinct phases of good floor care. These are (1) stripping, or surface preparation prior to waxing, (2) application of the wax or polish, and (3) regular maintenance.

Stripping

Stripping is the removal of dirt and all previous wax applications from the floor. If wax is applied over dirt, that dirt will remain under the new film of wax as long as it remains on the floor. Old wax must likewise be removed to avoid wax buildup. This condition can most readily be seen in corners and near baseboards and is marked by a noticeable discoloration of the floor covering.

The removal of the old wax film is most easily accomplished by the use of a good wax remover and machine scrubbing. Prior to applying the wax remover, the entire area to be stripped should be dust mopped or vacuum cleaned to remove as much dirt as possible. Gum and similar materials should be loosened and removed with a putty knife.

The GSA waxes are so built as to provide easy removability. The regular concentration wax removers are stocked in all GSA warehouses and comply with the requirements of Federal Specification P-R-201. The remover is available in regular and high concentration. When diluted in accordance with the instructions, both concentrations result in identical products.