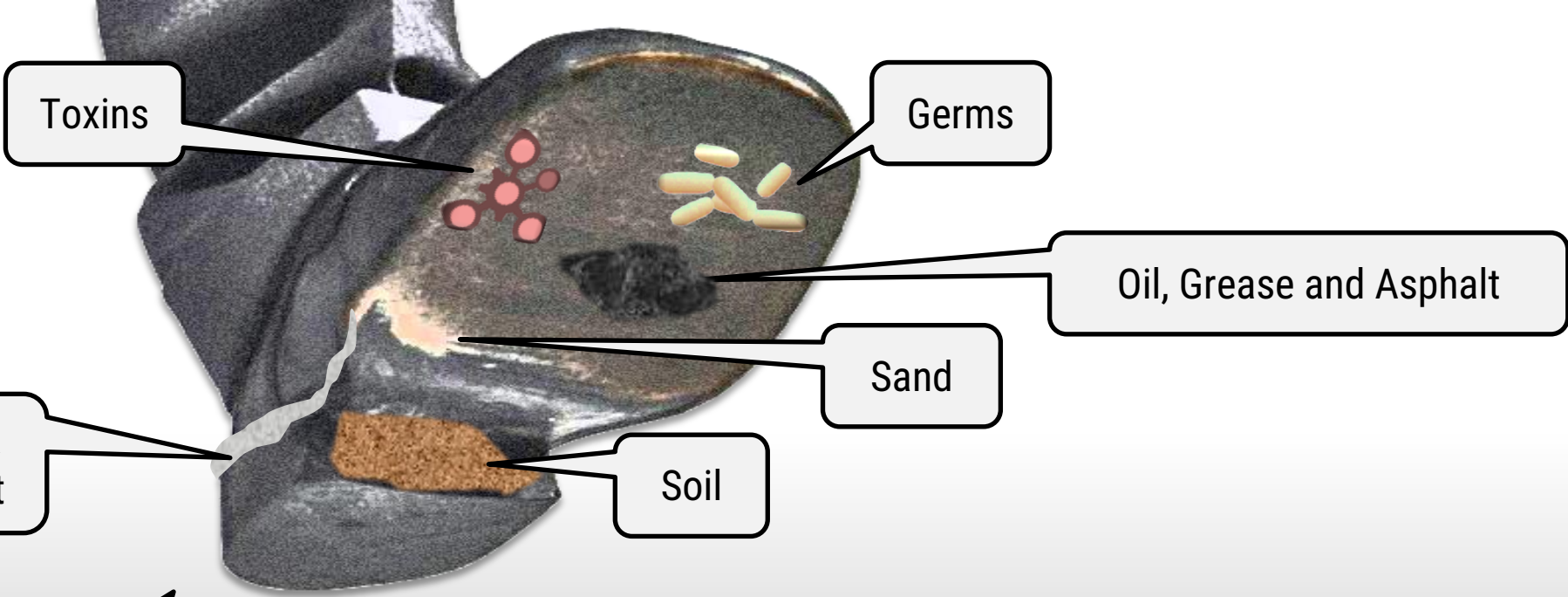




8-STEP QUICK GUIDE TO VACUUMING



CLEAN BETTER.



**THIS IS
HOW DIRT
MOVES**

HOW TO STOP ABOUT 80% OF SOIL ENTERING A BUILDING IN ITS TRACKS



CLEAN BETTER.

POZ *The* High Cost Of Removing Dirt



.2 ounces per person per day

It costs **\$600** to remove one pound of dirt from a building.

80% of the dirt in a building comes through the entryways.

How much dirt can be tracked into a building in a year?

The number of people tracking dirt into a building without high performance matting over a year.

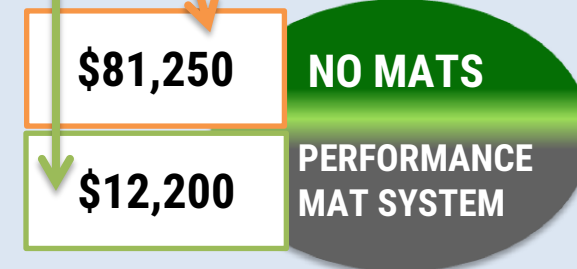
	100	250	500	1,000	1,500
Lbs. of Dirt/Year	33	81	163	325	488
Cost to Remove	\$16,250	\$40,625	\$81,250	\$162,500	\$243,750

What happens when a high performance matting system is put into operation?

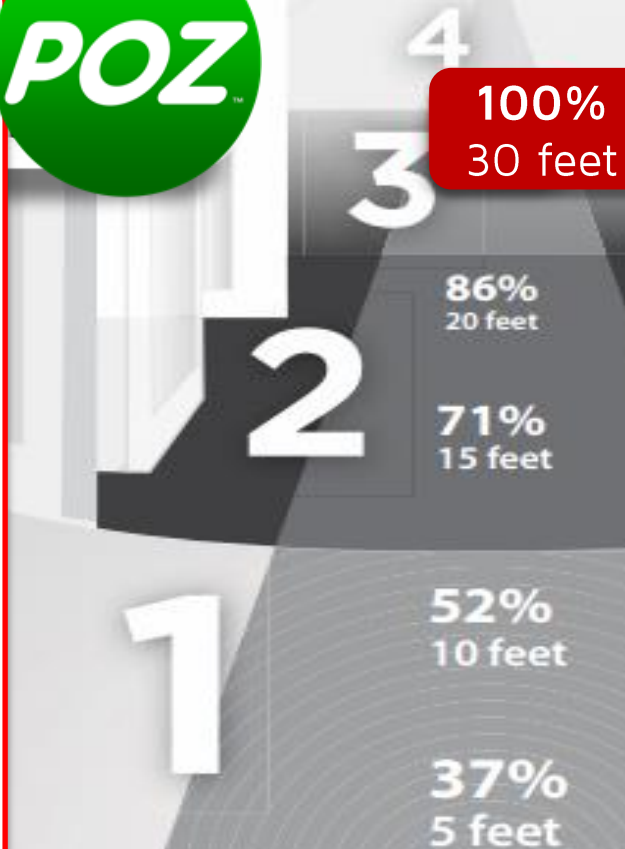
	5	12	24	49	73
Lbs. of Dirt/Year	5	12	24	49	73
Cost to Remove	\$2,450	\$6,100	\$12,200	\$24,400	\$36,600

260 Workdays

500 PERSONS



A 4-stage,
30-foot
matting
system
can contain
almost 100%
of soil
coming in
your doors.

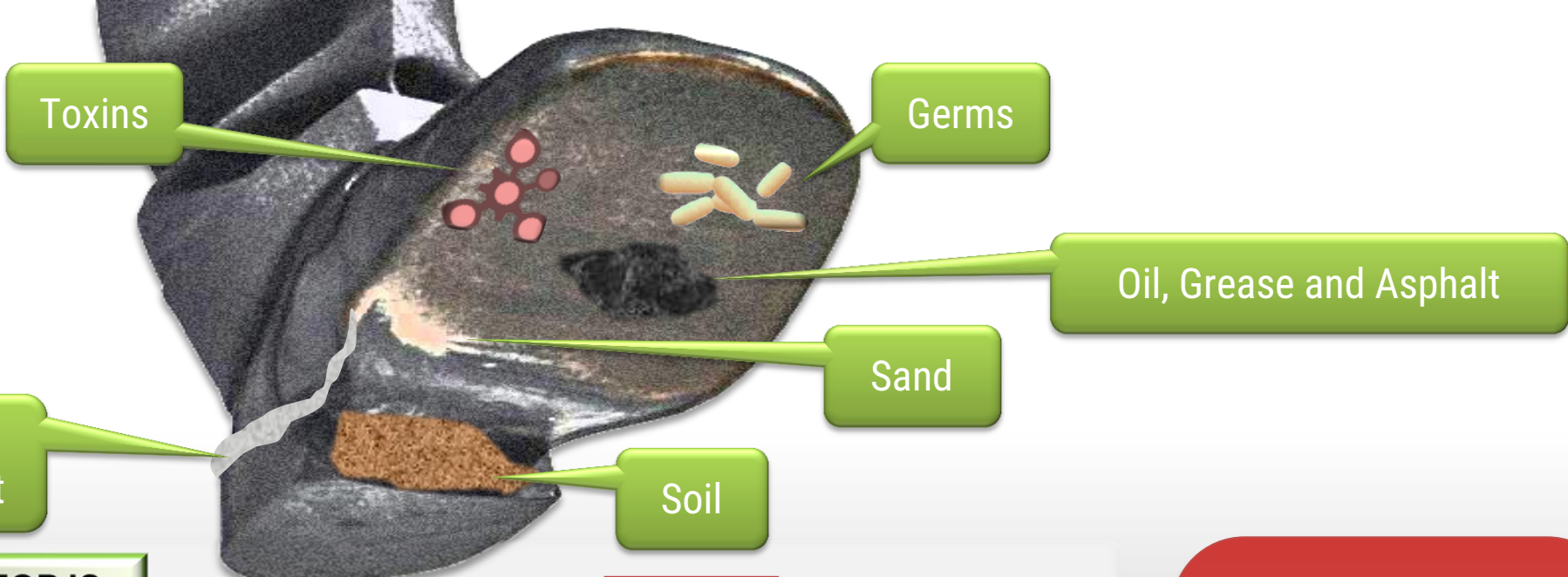


An entrance matting system of scraping and drying mats will remove up to 10 times more dirt and moisture than just a carpet mat alone.

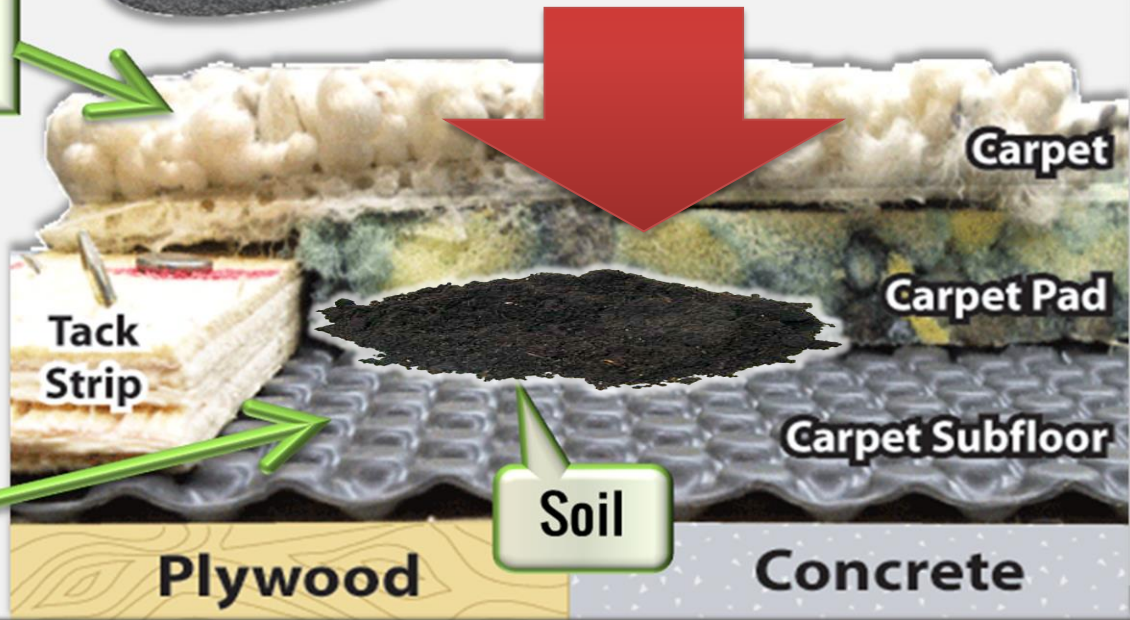
APPEARANCE/SAFETY
ABSORB
TRAP
SCRAPE



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SOIL ON TOP IS EASILY REMOVED



AT THESE LAYERS VACUUM AIRFLOW IS SEVERELY RESTRICTED.

VACUUM FREQUENTLY FOR LONGER CARPET LIFE



CLEAN BETTER.

WHAT ABOUT SOIL HARMS CARPET?

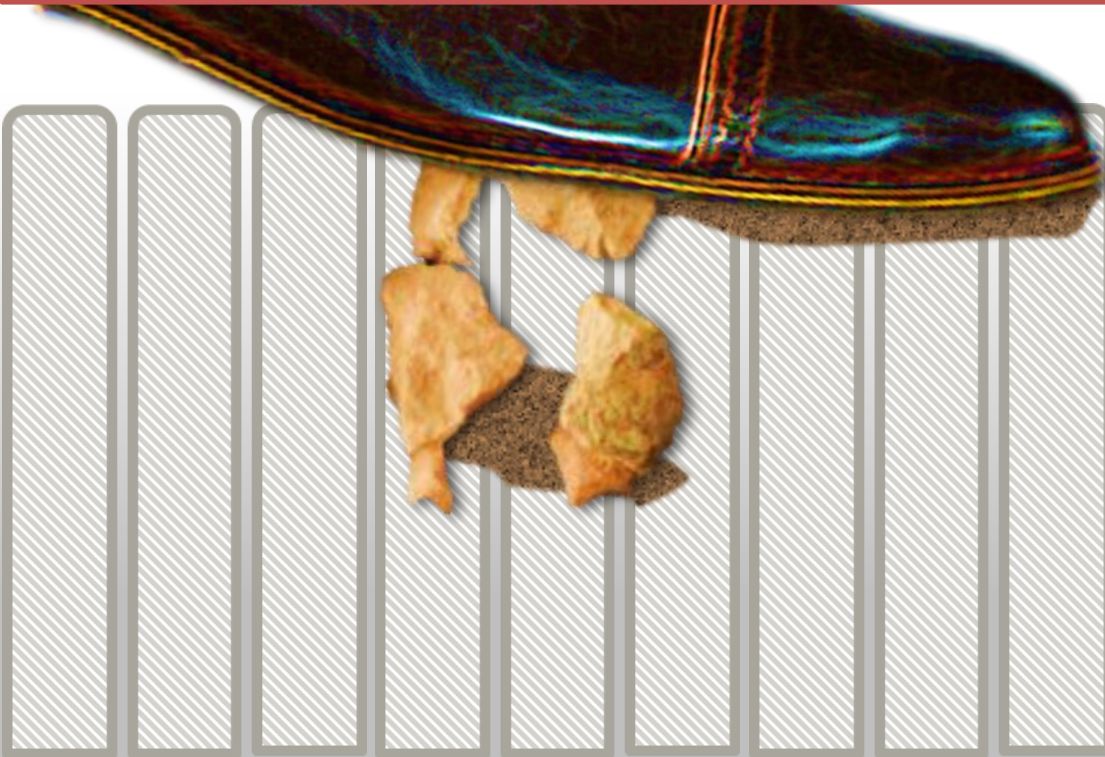
ON TOP: Soil and debris
mainly harm appearance,
sometimes staining.

**HOWEVER, FOOT TRAFFIC
QUICKLY CRUSHES DEBRIS
INTO CARPET**

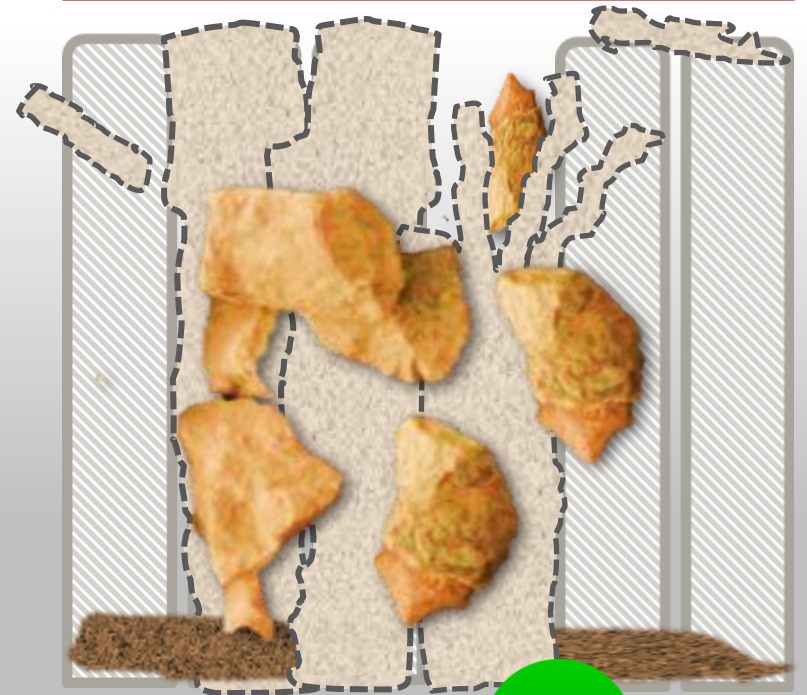


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1 Debris is crushed further into carpet fibers with every step.



2 Sharp edges on debris crush carpet fibers. Some are shed, and all are diminished.



POZ

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8-STEP

QUICK GUIDE TO VACUUMING



EQUIPMENT SAFETY CHECK

- Is the vacuum cord in good shape?
 - Are there any loose parts?

**Is your vacuum a safe and efficient tool for your job?
If not, have it repaired!**



2



EQUIPMENT CHECK - UNDERSIDE

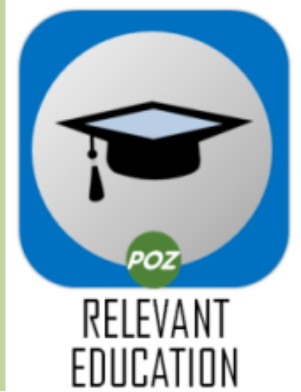
- Is the brush turning? *No, really, check it and see.*
 - Is the brush wrapped in debris?
 - Are the belts in operating order?

**Is your vacuum ready
to do work for you?**





3



AIR-FLOW CHECK

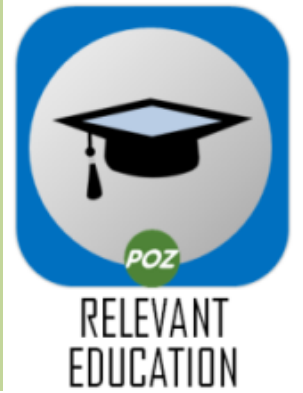
- Is the bag 2/3rds full? *Replace it!*
- Are there debris blocking any portal?
Remove it!
- Is any hose clogged? *Clear it!*



Will your vacuum help make your effort worthwhile?



4



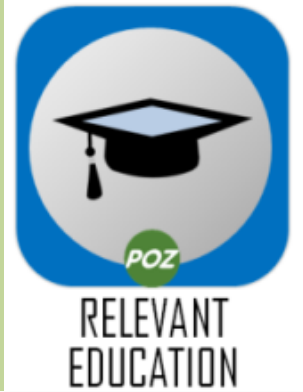
LOOK BEFORE YOU SWEEP

- Do you need to move anything to do a thorough job?
 - Are there wet areas that could ruin bags or harm the vacuum motor?

Walk the carpet area to be vacuumed - look for obstacles.



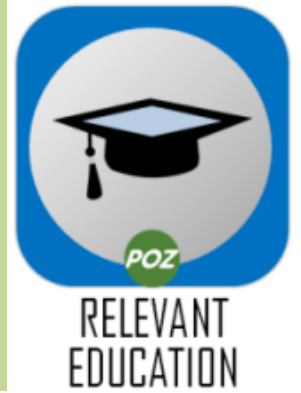
5



LAST-MINUTE PICK UP JUST BEFORE YOU ROLL

- ❑ Vacuum parts can be damaged by clips, coins and other hard, small objects.
- ❑ Remove anything else large enough to clog a tube or slow your efforts.

**If it will cost you time later,
or might damage your equipment, pick it up first!**



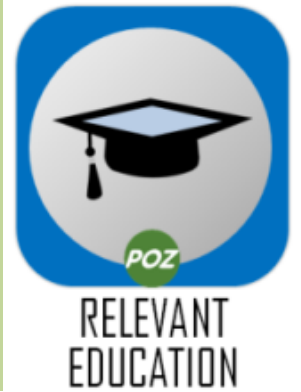
READY? SET? GO! BUT NOT TOO FAST.

- Move at a moderate, steady pace.
- Allow the cylindrical brush to do the work of uplifting dirt.
- Approach furniture legs and baseboards slowly to avoid damage.
- Vacuum in a pattern and change directions every other vacuuming.

Vacuums need adequate time to do their jobs well. So do you.



7



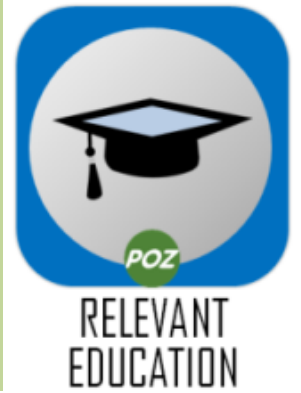
PUT YOUR EQUIPMENT SAFELY AWAY

- ❑ Cords and vacuums left - even momentarily - create trip hazards.
 - ❑ Report any needed repairs.
 - ❑ Wipe your vacuum down and clean away any marks.

Best Practice is to keep machines clean, organized and ready!



8



NOW, HOW DO YOU FEEL?

- If you have pain or numbness after vacuuming, consult with your supervisor.
- You may need to use a different technique or vacuum.

Don't ignore pain or unusual fatigue.



DOING A GREAT JOB VACUUMING
EXTENDS CARPET LIFE, REDUCES ALLERGENS,
CUTS COMPLAINTS & MAKES YOU FEEL GOOD.

POZ

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For additional help with
on-line or in-person custodial training,
education, and productivity enhancement
call 800-727-7876
or email education@purozone.com



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