

# CARPET CARE — VACUUM

## Tools Needed

- Upright Vacuum
- Vacuum Hose and Accessory Tools

## Product Needed

Baseline  
Chewing Gum Remover



**FREQUENCY OF CLEANING:** Daily or weekly, depending on traffic and soil levels. Clean entranceways and traffic lanes daily or as necessary to control loose soils. Clean all carpets weekly, including corners and edges. Soil in carpet is the main cause of carpet wear.

**PREPARATION:** Collect all tools, equipment and products required. Ensure all equipment is operational. Choose appropriate safety equipment.

**SPECIAL DIRECTIONS FOR THIS TASK:** Clear area of obstacles before vacuuming. When finished, clean and return equipment to storage area.

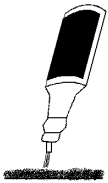


### STEP 1

- Post "out of service" sign in area to be vacuumed..

### STEP 2

- Pick-up litter too large for vacuum removal.



### STEP 3

- Clean any spots following the Carpet Spot Removal Procedure.
- Remove any gum in carpet with P&G Pro Line Chewing Gum Remover, following the directions for use on the package.



### STEP 4

- Attach vacuum hose and crevice tool to vacuum.
- Plug vacuum into 3-prong outlet.
- Vacuum along edge of carpet, corners and other hard to reach areas.
- Unplug vacuum. Remove hose and crevice tool.



### STEP 5

- Plug vacuum into 3-prong outlet near walk-off mat.
- Vacuum mat and carpeted area surrounding mat.
- Unplug vacuum and proceed to carpeted area..

**NOTE: In heavily soiled areas, vacuum twice. Do not run over cord as it can present a safety hazard.**



### STEP 6

- Plug vacuum into 3-prong outlet in area to be cleaned.
- Begin vacuuming carpet. Start at wall nearest the cord plug outlet. Using 3 ft. long strokes, work away from cord plug outlet.
- Vacuum at a slow constant pace, using a push-pull motion. Vacuum so the carpet nap is laid on the pull stroke.
- Overlap strokes slightly until entire area is cleaned.

**NOTE: Do not run over cord as it can present a safety hazard. Replace bag when 1/2 to 2/3 full to maximize efficiency of vacuum.**