

# Floor Maintenance Planning

*How scrubbing, sealing and polishing protects flooring and improves presentation.*

## Why a floor care plan pays off

Flooring is one of the most expensive surfaces to replace and one of the most visible to visitors and staff. A planned maintenance program protects the investment, keeps sites safer underfoot, and avoids costly early replacement.

## Common commercial floor types

Different floor types need different care regimes — using the wrong method can shorten a floor's life rather than extend it.

- Vinyl and linoleum — common in healthcare, education and retail
- Polished concrete — warehouses, showrooms and industrial sites
- Carpet and carpet tile — offices and corporate environments
- Timber and laminate — reception areas and hospitality
- Tile and stone — amenities, entries and food service areas

## Key Considerations

**01**

### Routine Maintenance

Daily and weekly care that prevents dirt and grit from wearing down a floor's surface.

- Regular sweeping or vacuuming to remove abrasive grit
- Prompt spill response to prevent staining and slip hazards
- Use of walk-off mats at entries to reduce tracked-in dirt

**02**

### Scrubbing & Deep Cleaning

Periodic machine scrubbing lifts embedded dirt that routine cleaning can't reach.

- Scheduled around traffic levels and visible wear
- Correct pad and chemical selection for the floor type
- Drying time factored into scheduling to manage slip risk

03

### Sealing & Protection

A sealed floor resists staining, moisture damage and everyday wear.

- Sealant reapplied on a set cycle, not just when damage appears
- Product matched to floor type and expected traffic
- Test areas checked before a full site application

04

### Polishing & Finish

Polishing restores shine and presentation, particularly for reception and public-facing areas.

- High-speed burnishing for a consistent, professional finish
- Scheduled around business hours to minimise disruption
- Combined with scrubbing and sealing cycles for best results

05

### Planning the Maintenance Cycle

A written plan avoids ad-hoc, reactive floor care.

- Map each floor type and zone across the site
- Set routine, periodic and annual maintenance intervals
- Review the plan after any renovation or floor replacement

## Floor Type & Recommended Care

Use this as a general guide — always confirm with manufacturer specifications for your specific flooring product.

| Floor Type           | Routine Care                         | Periodic Care                        |
|----------------------|--------------------------------------|--------------------------------------|
| Vinyl / Linoleum     | Daily sweep, damp mop as needed      | Scrub, strip and reseal periodically |
| Polished Concrete    | Daily dust mop or auto-scrub         | Re-polish and densify as required    |
| Carpet / Carpet Tile | Daily vacuum, spot treatment         | Hot water extraction cleaning        |
| Timber / Laminate    | Daily dry mop, avoid excess moisture | Periodic re-coating by a specialist  |
| Tile & Stone         | Daily sweep and mop                  | Grout and surface deep clean         |

## Not sure where to start?

## Not sure where to start?

Master Clean provides periodic hard-floor strip, seal and polish services alongside routine cleaning programs across Melbourne and Victoria.

**+613 9908 3240** | **[clean@masterclean.au](mailto:clean@masterclean.au)**

Suite 105 / 75 Tulip Street, Cheltenham VIC 3192