

# Dust Mopping

## PURPOSE:

To remove litter, dust and light soil from floors as a daily maintenance procedure, or in preparation for wet mopping or auto scrubbing.

## REQUIRED SUPPLIES & EQUIPMENT:

- Dustpan & brush
- Dust mop
- Putty knife



## PROCEDURE #1:

- Dust mop area – Use dust mop of appropriate size. Start at one end of area; hold mop handle at approximately 45 degree angle; push mop straight ahead. Avoid lifting mop from floor or moving it backward. Remove gum with putty knife. Pivot at end of area and mop in opposite direction, overlapping about ten inches.
- Pick up trash and dirt – Use dustpan and brush. Empty in trash container.
- Service dust mop – Take to janitor's closet. Close door and place mop in a plastic liner and shake sharply several times.