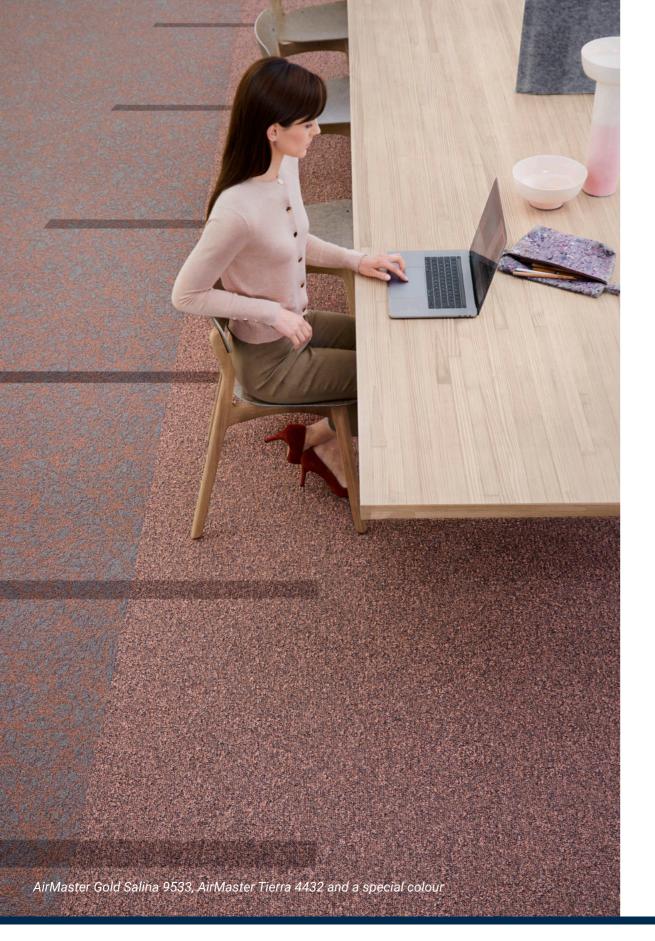
Cleaning & Maintenance

Carpet Tiles & LVT







Make a clean re-start.

Sanitizing

Disinfecting

As public life resumes during the COVID-19 virus, everyone cares about cleanliness. But not everyone knows how to define it. As an expert in contributing to the creation of healthier spaces, Tarkett wants to clear away that confusion, and help you reopen your offices with confidence. Read on to learn more about cleaning, sanitizing and disinfecting solutions that can help you safeguard the health and wellness of your space.

Cleaning works by using soap (or detergent) and water to physically remove germs (as well as dirt and other impurities) from surfaces or objects. This process does not necessarily kill germs, but it does lower their numbers and their risk of spreading infection.

Sanitizing lowers the number of germs on surfaces and objects to a safe level (as judged by public health standards or requirements). Applied after cleaning, this process does not kill all germs, but does lower the risk of spreading infection. There are two basic kinds of sanitizers: food contact and non-food contact.

- Food contact sanitizers reduce the number of bacteria on surfaces by at least 99.999% (a 5-log reduction) within 30 seconds.
- Non-food contact sanitizers reduce the number of bacteria on surfaces by at least 99.9% (a 3-log reduction) within 30 seconds.

Disinfecting uses chemicals to kill germs on surfaces or objects. This process (applied after cleaning) kills germs and further lowers the risk of spreading infection. Commonly used disinfectants include quaternary ammonium compound, hydrogen peroxide, sodium hypochlorite (bleach), and alcohol.

For more details on how to clean, sanitize and disinfect your office flooring, go to the detailed cleaning and maintenance instructions for <u>Carpet Tiles</u> and <u>Luxury Vinyl Tiles (LVT)</u>

Develop your cleaning plan.



Determine which surfaces need to be cleaned. Areas unoccupied for seven or ore days need only normal routine cleaning.



2

Determine what level of cleaning is necessary.

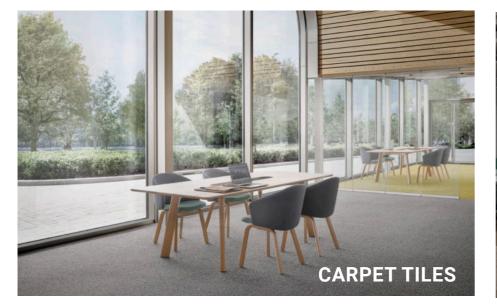


Workplace flooring designed for cleaner air and easy maintenance.

DESSO carpet tiles offer a comfortable, safe and hygienic flooring solution for the workplace that is easy to clean. Additionally, our innovative DESSO AirMaster captures harmful fine dust in the workplace more effectively than any other flooring solution, and can help play a fundamental role in contributing to people's health and wellbeing in the office.

With a wide selection of Luxury Vinyl Tiles (LVT) to choose from Tarkett offers a hygienic flooring solution that contributes to better indoor air quality thanks to low and an ultra-low levels of volatile organic compounds (VOCs) emissions. Due to the TopCleanXP surface treatment our LVT ensures a very good resistance to abrasion, is very easy to clean and provides a low cost solution in terms of cleaning and maintenance.

About 80% of surface soiling that has to be cleaned off is brought in from outside, and 90% of that soiling can be avoided using an effective and correctly dimensioned entrance mat. The less dirt that comes in through the entrance, the lower the maintenance requirements. For this Tarkett offers DESSO Protect, a practical and hard-working entrance barrier carpet tile, designed to safeguard floors throughout a building from external dirt and moisture.







DISCOVER THE COLLECTION

GO TO COLLECTIONS

GO TO COLLECTIONS

Carpet Tiles Cleaning & Maintenance

Carpet tiles offer a safe and hygienic solution as they capture and retain (harmful) fine dust particles. For ultimate results, DESSO AirMaster carpet tiles are proven to be 8 times more effective in capturing and retaining fine dust than smooth flooring solutions (PM₁₀) and 4 times more effective than standard carpet solutions $(PM_{10})^1$.

However, for good hygiene it is very important that these fine dust particles are regularly removed from the carpet tiles. To do this, the carpet should be vacuumed daily (or several times a week depending on the traffic) using HEPA filters to prevent dust from being blown back into the room.

Additionally carpet tile flooring should receive thorough periodic cleaning and sanitizing.

Even at the time of increased risks of virus spread, such as with the COVID-19 virus, the usual periodic (deep) cleaning methods are sufficient to ensure a safe and hygienic floor.

1 Based on tests performed by GUI with DESSO AirMaster versus a standard smooth floor and versus standard structured loop pile carpet (median values).

2 From' Getting your workplace ready for COVID-19' report by the World Health Organization https:// www.who.int/docs/default-source/coronaviruse/advice-for-workplace-clean-19-03-2020.pdf



Cleaning



Vacuuming*

Dirt barrier zones and heavy traffic areas, such as lobbies and hallways, should be intensively vacuumed on a daily basis. Other areas, such as offices and board rooms, can be vacuumed daily based on visual inspection with a thorough overall vacuuming at least once a week. For best results Tarkett recommends heavy duty upright vacuum cleaners with a brushing action and efficient, HEPA filters (the extra-fine white filter cloth), which retains extra small (fine) dust particles that prevent dust from being blown back into the room.

* For needle punch fiber products (DESSO Lita), high cut pile and polyester yarn made carpets, as well as woolen loop pile carpets we recommend predominant vacuuming with a suction only vacuum



Crystal dry cleaning (encapsulation)

Crystal dry cleaning is a low moisture procedure that involves spraying an encapsulation liquid solution on the carpet and then gently brushing these into the carpet piles and, after a drying period of approximately one hour, vacuuming thoroughly.



Sanitizing

Dry compound cleaning*

Spread 'dry' powder (it can feel moist) onto the carpet by hand and mechanically brush in. Extra attention needs to be paid to the full removal of any residue (powder and soil) as it is not colourless. In case of dry compound cleaning you can continue to use the room or area during the maintenance procedure.



When using either method, make sure to first test them on a concealed part of the floor for the colourfastness of the carpet.

* This method is not suitable for needlefelt products (DESSO Forto), Compact products (DESSO Trace/Verso) and high cut pile products (DESSO Arcade). For these products Tarkett recommends crystal dry cleaning. For needle punch fiber products like DESSO Lita, hot water extraction is the only recommended cleaning procedure.

The World Health Organization (WHO) does not list flooring as a surface needing disinfection. - The WHO lists that only frequently touched surfaces (e.g. desks and tables) and objects (e.g. telephones, keyboards) need to be wiped with disinfectant regularly.²

Only in very stringent precautionary situations could there be reason to disinfect / clean the "contaminated" floor covering. In principle, disinfection of carpet is not possible nor needed. Comparable to hand washing, carpet cleaning is sufficient with regular carpet cleaner.

If desired, it is possible to add a specific disinfectant. For carpet tiles, we recommend adding a maximum of 2 - 4% hydrogen peroxide to the regular carpet cleaner. However, this is only possible with carpets made from solution dyed yarns, since this type of yarn hardly reacts to this amount of peroxide in terms of discoloration. Piece dyed and space dyed yarns are excluded from such treatment in connection with the high risk of discolouration of the carpet.

Spot removal

Additional to vacuuming, regular spot removal should take place to maintain a good appearance and to ensure employees of safe working areas. Ideally spills are removed immediately to prevent them from becoming permanent stains. The majority of (water based) stains can be removed with a clean white cloth and lukewarm water, after drying possibly treated afterwards with an appropriate carpet cleaning agent. Excessive moisture should be absorbed first (from the outside in) and rubbing and excessive use of water should be avoided. Dried or aged stains can first be treated with a blunt object (e.g. a spoon) to remove dried residue by vacuuming. Other (oil based) stains and chewing gum should be treated with a suitable carpet cleaning agent.

Hot water extraction

Hot water extraction is a wet deep cleaning method using a pre-spray and a special machine. After vacuuming the carpet surface, an appropriate cleaning agent must be sprayed at the soiled carpet. After that the machine injects clean warm water deep into the carpet to take up the soil and removes the resulting dirty mix of water and used cleaning agent with a built-in vacuum system and rinse the carpet surface. This combination is the most effective method. It allows more time for chemical action and neutralizing the cleaning chemical in the rinse. It is very important not to use excessive amount of water to avoid overwetting the carpet. It is therefore recommended to get a specialist (carpet) cleaning company carry out this type of maintenance. Furthermore it is very important to make sure the floor is given enough time to dry before it is used again (generally 1-2 days).

Luxury Vinyl Tiles (LVT) Cleaning & Maintenance

The COVID-19 pandemic has underlined the importance of hygiene and cleaning protocols for preventing transmission of the virus. Floors, unlike other surfaces such as office furniture, a computer mouse, keyboards, light switches and door handles, have less exposure risk to COVID-19 because they are not regularly touched by the human hand. However, thorough cleaning remains key not only to ensure hygiene and prevent spreading of the virus, but also to ensure your employees of a clean and safe working environment.

Tarkett's luxury vinyl tiles contribute to better indoor air quality thanks to low and ultra low VOCs that exceed industry standards. The tiles are very easy to clean as they are water-resistant and are treated with the TopClean XP surface treatment, based on a photo reticulated PUR coating reinforced with alumina oxide. It ensures a very good resistance to abrasion, whilst it offers a very easy, low cost maintenance - no need for wax or polish for life!

Even at the time of increased risks of virus spread, such as with the COVID-19 virus, the usual periodic (deep) cleaning methods mentioned below are sufficient to ensure a safe and hygienic floor.

2 From 'Getting your workplace ready for COVID-19' report by the World Health Organization https:// www.who.int/docs/default-source/coronaviruse/advice-for-workplace-clean-19-03-2020.pdf

Sanitizing

Disinfecting



Dry mopping

Remove dust and dirt with yarn or microfibre mops, or disposable mors, dry or impregnated. You can also use a suitable broom with soft bristles.



Damp mopping

Use a mop dampened with water or detergent solution. It is essential that water does not stay on the floor or leave a film. The floor should be virtually dry after 15-20 seconds.

or

or

Spray Cleaning

Mix water and neutral detergent in th container tank. Suitable speed 300-500 rpm. Red pad is recommended.



If needed:



Dry buffing

When necessary and if you wish, dry buff to restore the surface gloss. White-beige pad is recommended. Suitable speed: 500-1000 rpm.

The WHO does not list flooring as a surface needing disinfection.

- The WHO lists that frequently touched surfaces (e.g. desks and tables) and objects (e.g. telephones, keyboards) need to be wiped with disinfectant regularly.²



Vacuum cleaning

To remove dust and loose dirt. Recommended for large areas and initial site clean.



Combined machine (for large areas)

Use combined machine with diluted neutral detergent. Speed: low 150-250 rpm to higher. Beige/red pads are usually most suitable. White soft brushes could be used also for cleaning of heavy soild floors.



Spot and stain removal

Treat stains immediatly. Spot clean by hand with a white/red nylon pad and neutral detergent (solvents should not be used). Work from the outside of the mark towards its centre. Rinse and wipe afterwards with clean water.

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About Tarkett

With a history of 140 years, Tarkett is a worldwide leader in innovative flooring and sports surface solutions, with net sales of €3 billion in 2019. Offering a wide range of products including vinyl, linoleum, rubber, carpet, wood, laminate, artificial turf and athletics tracks, the Group serves customers in over 100 countries across the globe. Tarkett has 12,500 employees and 33 industrial sites, and sells 1.3 million square meters of flooring every day, for hospitals, schools, housing, hotels, offices, stores and sports fields. Committed to change the game with circular economy, the Group has implemented an eco-innovation strategy based on Cradle to Cradle[®] principles, with the ultimate goal of contributing to people's health and wellbeing, and preserving natural capital. Tarkett is listed on Euronext Paris (compartment B, ISIN: FR0004188670, ticker: TKTT) and is included in the following indices: SBF 120 and CAC Mid 60. www.tarkett.com

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