

Custodial/Grounds Services

Custodial Laundry Protocol Updated 12/07/2022



MICROFIBER CARE:

GETTING STARTED

Step 1. **Sort Laundry By Wash Loads:**

- Restroom Microfiber Towels & Floor Mops
- Light Duty Microfiber Towels, Floor Mops, & Dusters
- Microfiber Dust Mops (Washed Every Friday)
- Microfiber Wet Tube Mops (Washed Every Friday)
- Cotton Blue/Green Huck Towels

Unfold Towels Before Placing in Washing Machine Never Wash Microfiber With Cotton



LAUNDRY INSTRUCTIONS

Wash Laundry Using Correct Procedures: Step 2.

- Do Not Over Load Washing Machine
- Use The Correct Amount of Laundry Detergent
- All Loads Should Be Set to Extra Large (Maximum Water Level)
- Select Cotton & Heavy (Longest Wash Time)
- Wash in Hot Water (160°F Maximum) for 25 Minutes

All Laundry Should Be Washed Twice:

First Wash - With Laundry Detergent Second Wash - No Laundry Detergent



All Loads Should Be Set to Low Heat (130 °F Maximum)

Do Not Machine Dry:

Cotton String Wet Mops ProTeam Vacuum Bags or Filters



REQUIRED CARE



- Wash Every Load Twice
- Wash All Laundry Daily
- Never Wash Microfiber With Cotton
- Never Use Fabric Softener or Dryer Sheets
- Do Not Store Microfiber in Washing Machine Overnight
- Always Sort Dirty Laundry to Prevent Cross-Contamination
- Always Air-Dry Cotton String Wet Mops
 - Always Air-Dry ProTeam Bags or Filters
 - Clean Washing Machine After Each Use





Never Use Bleach