

# Cleaning and Disinfecting System

Premeasured Solutions for the Entire Facility






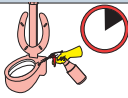
STEARNS

ONE PACKS  
Dispenser-Free Control Systems™

GENERAL  
SAFETY

 <b>Wear protective glasses.</b>	 <b>Wear protective gloves.</b>	 <b>Wear back support belt.</b>	 <b>Make sure cleaner color matches color of spray bottle label and trigger.</b>	 <b>Never use unlabeled chemical containers.</b>
 <b>Never mix chemicals together.</b>	 <b>Know which cleaners to use on laminate, wood, and metal.</b>	 <b>Caution! Overspray may leave floor slippery.</b>	 <b>Spray microfiber cloth over custodial cart to prevent overspray.</b>	 <b>Never spray cleaner directly onto furniture.</b>
 <b>Do not disturb papers on desks or furniture.</b>	 <b>Do not unplug computers or equipment.</b>	 <b>Never climb or stand on furniture to clean high places.</b>	 <b>Always knock and announce "service" before opening doors.</b>	 <b>Never push trash with hands. Beware of sharp objects.</b>
 <b>Always use stick or trash container to push down trash.</b>	 <b>Always protect floor from possible leaks. Place liner on floor for trash.</b>	 <b>Tie liner with a handle. Tilt cart onto its side before pulling out liner.</b>	 <b>Ask for help if loads are too heavy or too awkward to lift alone.</b>	 <b>See your supervisor immediately in case of accident requiring medical attention.</b>
 <b>Always place appropriate caution sign.</b>	 <b>Clean up spills or litter immediately.</b>	 <b>Place caution sign on wringer handle when moving bucket.</b>	 <b>Never use a backpack or upright vacuum to pick up water.</b>	

## PRODUCTS

<p><b>Neutral Cleaner ST-846</b></p> <p>Pour one yellow pack into water in mop bucket. Use for ceramic tile, terrazzo, vinyl, and other floors.</p> 	<p><b>Window Cleaner ST-840</b></p> <p>Fill bottle from Quik Tank with one purple pack. Use for mirrors, windows, glass, stainless steel, etc.</p> 	<p><b>Restroom &amp; Bowl Cleaner ST-851</b></p> <p>Fill bottle from Quik Tank with one purple pack. Use for toilet bowls, urinals, shower walls, tubs and sinks, etc.</p> 	<p><b>Extra-Strength Cleaner ST-853</b></p> <p>Fill bottle from Quik Tank with one green pack. Use for tables, desks, walls, appliances, etc.</p> 	<p><b>Disinfectant Cleaner ST-740</b></p> <p>Fill bottle from Quik Tank with one red pack. Use for knobs, water fountains, restrooms, etc.</p> 	 <p><b>Disinfectant Cleaner (red) must remain on surface 10 minutes to work properly.</b></p>
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Please refer to pack or case label for proper dilution and precautionary statements.



# ONE PACKS

Dispenser-Free Control Systems®

# GENERAL SAFETY

**Never use a frayed electrical cord.**

**Never use a defective plug. Do not use cord if third prong is missing.**

**Make sure cords have a three-prong plug.**

**Never pull on cord.**

**Always hold plug to plug in or unplug.**

**Never pull cord tightly around corners. Always leave slack in the cord.**

## BLOODBORNE SAFETY

**Wear protective glasses.**

**Wear protective gloves.**

**Use spill kit to remove blood or body fluid.**

**Dispose contaminated sharps in proper container.**

**Always dispose bio-hazard waste in bio-hazard container.**

**Always contain spill with absorbent towel.**

**Spray towel with Disinfectant Cleaner (red).**

**Pick up and dispose contaminated material by bloodborne pathogen procedures.**

**Spray area again with Disinfectant Cleaner (red). Leave on surface 10 minutes per label directions.**

**Make sure all blood or body fluids are removed.**

**Pick up and dispose contaminated material by bloodborne pathogen procedures.**

**Disinfectant Cleaner (red) must remain on surface 10 minutes to work properly.**

**Wash gloves to prevent spread of bacteria. Wash hands before and after using gloves. Wet, lather and wash hands and nails thoroughly. Dry hands and wipe off faucet to prevent recontamination.**

## PRODUCTS

**Neutral Cleaner ST-846**

Pour one yellow pack into water in mop bucket. Use for ceramic tile, terrazzo, vinyl, and other floors.

**Window Cleaner ST-840**

Fill bottle from Quik Tank with one blue pack. Use for glass, windows, mirrors, stainless steel, etc.

**Restroom & Bowl Cleaner ST-851**

Fill bottle from Quik Tank with one purple pack. Use for toilet bowls, urinals, shower walls, tubs and sinks, etc.

**Extra-Strength Cleaner ST-853**

Fill bottle from Quik Tank with one green pack. Use for tables, desks, walls, appliances, etc.

**Disinfectant Cleaner ST-740**

Fill bottle from Quik Tank with one red pack. Use for knobs, water fountains, restrooms, etc.

**Disinfectant Cleaner (red) must remain on surface 10 minutes to work properly.**

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# ONE PACKS

Dispenser-Free Control Systems™

# GENERAL CLEANING

## HALLS & COMMON AREAS

<p><b>Empty trash</b> receptacles and wastebaskets.</p>	<p><b>Never push trash</b> with hands. Beware of sharp objects.</p>	<p><b>Always use stick</b> or trash container to push down trash.</p>	<p><b>Spot clean trash</b> containers with Extra-Strength Cleaner (green).</p>	<p><b>Replace liners</b> as needed. Tie liners and return to original place.</p>
<p><b>Wipe down high dust</b> surfaces above 6 feet.</p>	<p><b>Clean door glass</b> with Window Cleaner (blue).</p>	<p><b>Clean sills and ledges</b> with Extra-Strength Cleaner (green).</p>	<p><b>Clean water fountains</b> with Disinfectant Cleaner (red).</p>	<p><b>Arrange magazines</b> on coffee table after cleaning.</p>
<p><b>Spot clean walls</b> with Extra-Strength Cleaner (green).</p>	<p><b>Spot clean doors</b> with Extra-Strength Cleaner (green).</p>	<p><b>Clean door knobs and push plates</b> with Disinfectant Cleaner (red).</p>	<p><b>Clean light switch plates</b> with Disinfectant Cleaner (red).</p>	<p><b>Clean inside elevator</b> with Window Cleaner (blue).</p>
<p><b>Clean elevator exterior</b> with Window Cleaner (blue).</p>	<p><b>Check for carpet spots</b> and clean per building specifications.</p>	<p><b>Vacuum</b> after general cleaning.</p>	<p><b>Place trash bag</b> on liner when custodial cart is full.</p>	
<p><b>Leave trash</b> to be picked up.</p>	<p><b>Dust mop floors.</b></p>	<p><b>Make sure mat</b> is in place after floor is completed.</p>	<p><b>Check exit lights</b> and report any lights out to your supervisor.</p>	<p><b>Inspect your work area</b> for quality control.</p>

## PRODUCTS

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# ONE PACKS






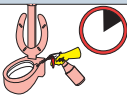
Dispenser-Free Control Systems™

# GENERAL CLEANING

## OFFICE/CONFERENCE ROOMS

 <p><b>Always knock</b> and announce 'service' before opening doors.</p>	 <p><b>Do not disturb papers</b> on desks or furniture.</p>	 <p><b>Do not unplug</b> computers or equipment.</p>	 <p><b>Empty wastebaskets</b> into custodial cart.</p>	 <p><b>Spot clean wastebaskets</b> with Extra-Strength Cleaner (green).</p>
 <p><b>Replace liners</b> as needed. Tie liners.</p>	 <p><b>Return wastebaskets</b> to their original place.</p>	 <p><b>Empty and transport</b> all recycled materials to proper location.</p>	 <p><b>Dust cabinet tops</b> and other horizontal surfaces.</p>	 <p><b>Clean telephones</b> with Disinfectant Cleaner (red).</p>
 <p><b>Spot clean desks</b> and tray with Extra-Strength Cleaner (green).</p>	 <p><b>Clean tables and furniture</b> with Extra-Strength Cleaner (green).</p>	 <p><b>Wipe down low dust</b> surfaces below 6 feet.</p>	 <p><b>Return chairs</b> to original place.</p>	 <p><b>Do not clean</b> marking board when it says "SAVE."</p>
 <p><b>Wipe marking board</b> and tray with Extra-Strength Cleaner (green).</p>	 <p><b>Spot clean glass</b> partitions with Window Cleaner (blue).</p>	 <p><b>Clean light switch</b> plates with Disinfectant Cleaner (red).</p>	 <p><b>Clean door knobs</b> and push plates with Disinfectant Cleaner (red).</p>	 <p><b>Check for carpet spots</b> and clean per building specifications.</p>
 <p><b>Leave chair out</b> if carpet needs to be vacuumed.</p>	 <p><b>Place trash bag</b> on liner when custodial cart is full.</p>	 <p><b>Leave trash</b> to be picked up.</p>	 <p><b>Inspect your work area</b> for quality control.</p>	

## PRODUCTS

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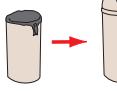




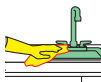



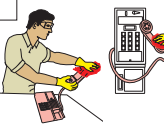














# ONE PACKS







Dispenser-Free Control Systems™

# GENERAL CLEANING

## BREAK AREAS





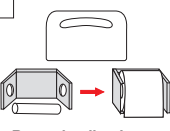
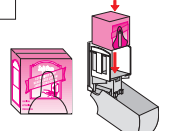

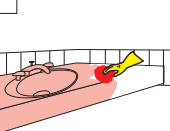

 <p><b>Empty trash</b> receptacles and wastebaskets.</p>	 <p><b>Spot clean</b> trash containers with Extra-Strength Cleaner (green).</p>	 <p><b>Replace liners</b> as needed. Tie liners and return to original place.</p>	 <p><b>Dust cabinet tops</b> and other high surfaces.</p>	 <p><b>Check coffee makers</b> to see if they should be turned off.</p>
 <p><b>Empty coffee pots</b> if requested and rinse out with clear water.</p>	 <p><b>Clean microwave</b> with Extra-Strength Cleaner (green).</p>	 <p><b>Clean sink</b> with Extra-Strength Cleaner (green).</p>	 <p><b>Clean countertops</b> with Extra-Strength Cleaner (green).</p>	 <p><b>Spot clean cabinets</b> with Extra-Strength Cleaner (green).</p>
 <p><b>Clean refrigerator</b> exterior with Extra-Strength Cleaner (green).</p>	 <p><b>Clean telephones</b> with Disinfectant Cleaner (red).</p>	 <p><b>Clean tables</b> with Extra-Strength Cleaner (green).</p>	 <p><b>Clean chairs</b> with Extra-Strength Cleaner (green).</p>	 <p><b>Dust ledges</b> and other horizontal surfaces.</p>
 <p><b>Dust baseboards</b> and other low surfaces.</p>	 <p><b>Clean glass</b> with Window Cleaner (blue).</p>	 <p><b>Clean light switch</b> plates with Disinfectant Cleaner (red).</p>	 <p><b>Spot clean fingerprints</b> off walls with Extra-Strength Cleaner (green).</p>	 <p><b>Spot clean doors</b> with Extra-Strength Cleaner (green).</p>
 <p><b>Clean push plates</b> and kick plates with Disinfectant Cleaner (red).</p>	 <p><b>Place trash bag</b> on liner when custodial cart is full.</p>	 <p><b>Leave trash</b> to be picked up.</p>	 <p><b>Inspect your work area</b> for quality control.</p>	

## PRODUCTS







<p><b>Neutral Cleaner</b> ST-846</p>  <p>Pour one yellow pack into water in mop bucket. Use for ceramic tile, terrazzo, vinyl, and other floors.</p>	<p><b>Window Cleaner</b> ST-840</p>  <p>Fill bottle from Quik Tank with one blue pack. Use for glass, windows, mirrors, stainless steel, etc.</p>	<p><b>Restroom &amp; Bowl Cleaner</b> ST-851</p>  <p>Fill bottle from Quik Tank with one purple pack. Use for toilet, bowls, urinals, shower walls, tubs and sinks, etc.</p>	<p><b>Extra-Strength Cleaner</b> ST-853</p>  <p>Fill bottle from Quik Tank with one green pack. Use for tables, desks, walls, appliances, etc.</p>	<p><b>Disinfectant Cleaner</b> ST-740</p>  <p>Fill bottle from Quik Tank with one red pack. Use for knobs, water fountains, restrooms, etc.</p>	 <p><b>Disinfectant Cleaner</b> (red) must remain on surface 10 minutes to work properly.</p>
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RESTROOMS

 <p><b>Remember dispenser keys.</b> Wear PPE (personal protective equipment).</p>	 <p><b>Place 'Closed' sign</b> and announce 'service' before opening door.</p>	 <p><b>Check vents daily.</b> High dust as needed.</p>	 <p><b>Squirt cleaner into</b> urinals and toilet bowls. Use Restroom &amp; Bowl Cleaner (purple).</p>	 <p><b>Spray outside of urinals</b> and toilet bowls. Use Disinfectant Cleaner (red).</p>
 <p><b>Spray partitions and walls</b> around urinals and toilets. Use Disinfectant Cleaner (red).</p>	 <p><b>Spray sinks and counters.</b> Use Disinfectant Cleaner (red).</p>	 <p><b>Disinfectant Cleaner (red)</b> must remain on surface 10 minutes to work properly.</p>	 <p><b>Restock toilet tissue</b> and seat covers; wipe dispensers clean.</p>	 <p><b>Restock paper towels;</b> wipe dispensers clean.</p>
 <p><b>Refill soap dispensers;</b> wipe dispensers clean.</p>	 <p><b>Restock sanitary dispensers;</b> wipe dispensers clean.</p>	 <p><b>Empty trash containers;</b> insert new liner and tie.</p>	 <p><b>Never mix chemicals</b> together.</p>	 <p><b>Clean mirrors.</b> Use Window Cleaner (blue).</p>
 <p><b>Brush inside</b> of urinals and toilet bowls.</p>	 <p><b>Wipe outside</b> of urinals and toilet bowls.</p>	 <p><b>Wipe partitions</b> and walls around urinals and toilets.</p>	 <p><b>Clean push plates, kick plates</b> and light switch plates. Use Disinfectant Cleaner (red).</p>	 <p><b>Wipe sinks</b> and countertops dry.</p>
<p><b>PERFORM ONE OF THE TWO FOLLOWING TWO PROCEDURES:</b></p>				
 <p><b>Sweep and Smart Mop floor.</b> Mop corners and along edges. Use Neutral Cleaner (yellow).</p>	 <p><b>Sweep and wet mop floor.</b> Mop corners and along edges. Use Neutral Cleaner (yellow).</p>	 <p><b>Inspect your work area</b> for quality control.</p>	 <p><b>Wash hands; turn off lights</b> if required.</p>	

PRODUCTS

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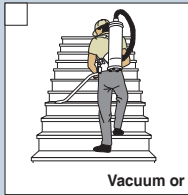
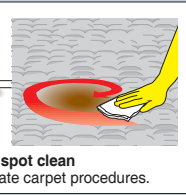
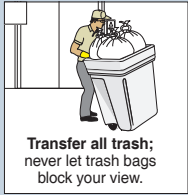
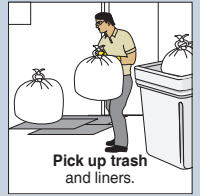


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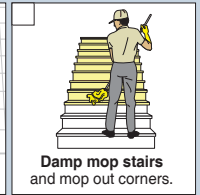
Dispenser-Free Control Systems™

# UTILITY CLEANING

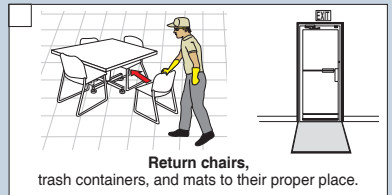
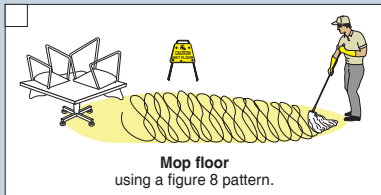
## WINDOWS, TRASH & STAIRS



## SMART MOP/WET MOP



## SMART MOP OR WET MOP




## PRODUCTS

**Neutral Cleaner**  
ST-846




Pour one yellow pack into water in mop bucket. Use for ceramic tile, terrazzo, vinyl, and other floors.

**Window Cleaner**  
ST-840




Fill bottle from Quik Tank with one blue pack. Use for glass, windows, mirrors, stainless steel, etc.

**Restroom & Bowl Cleaner**  
ST-851




Fill bottle from Quik Tank with one purple pack. Use for toilet bowls, urinals, shower walls, tubs and sinks, etc.

**Extra-Strength Cleaner**  
ST-853




Fill bottle from Quik Tank with one green pack. Use for tables, desks, walls, appliances, etc.

**Disinfectant Cleaner**  
ST-740



Fill bottle from Quik Tank with one red pack. Use for knobs, water fountains, restrooms, etc.



**Disinfectant Cleaner**  
(red) must remain on surface 10 minutes to work properly.

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