



# HELMSMAN WET SPECIFICATION O+M MANUAL

For cubicles, lockers, vanities, ducting and bench seating.

## SCHEDULE OF RECOMMENDED CLEANING & MAINTENANCE

PRODUCT TYPE	WET AREAS	DRY AREAS
<b>Cubicles</b>		
• Cleaning	Weekly	Every 2 weeks
• Lubricate Hinge	Monthly	Every 3 months
• Lubricate Lock	Monthly	Every 3 months
<b>Laminate Vanity Units</b>		
• Cleaning	Daily	Daily
• Lubricate Hinge	n/a	n/a
• Lubricate Lock	n/a	n/a
<b>Laminated Ducts</b>		
• Cleaning	Weekly	Every 2 weeks
• Lubricate Hinge	n/a	n/a
• Lubricate Lock	n/a	n/a
<b>Solid Laminate Duct</b>		
• Cleaning	Weekly	Every 2 weeks
• Lubricate Hinge	n/a	n/a
• Lubricate Duct	n/a	n/a
<b>Laminate Lockers</b>		
• Cleaning	Weekly	Every 2 weeks
• Lubricate Hinge	Monthly	Every 3 months
• Lubricate Lock	Monthly	Every 3 months
<b>Bench Seating</b>		
• Cleaning	Weekly	Every 2 weeks
• Lubricate Hinges	n/a	n/a
• Lubricate Lock	n/a	n/a



## NOTES

- See page 1 for cleaning instructions.
- Cubicle locks and hinges should be wiped clean. A moderate amount of a silicone type lubricant (such as WD40) should be applied, any excess lubricant removed.
- Recommended periods between cleaning/maintenance represent maximum duration. In areas of high usage or in particularly hostile environments, the frequency of said processes should be increased.
- Manufacturers guarantees may be subject to proof of regular maintenance. We recommend that details of cleaning and maintenance regimes are kept at all times.





# CLEANING & MAINTENANCE INSTRUCTIONS FOR LAMINATE PANELS

## ESSENTIAL MATERIALS

- Paper towel
- Soft cloths
- Sponges
- Non-abrasive detergents
- Water

## CLEANING

Always start by trying the gentlest method of cleaning. If a stain persists, work through the following steps, repeat each step several times if the stain seems to be disappearing.

### STEP 1

For routine cleaning, such as dust or liquid, to remove the stain by scrubbing the area with a soft cloth, dampened with room temperature or warm water. Rinse and dry with a paper towel or soft cloth.

### STEP 2

If the stain leaves a slight mark or is difficult to remove, repeat the cleaning operation using mild detergents.

### STEP 3

If the stain is stubborn, treat it with a suitable detergent solution. Allow the detergent to act long enough to remove the stain. Remove the detergent using a dampened sponge. Dry with a paper towel or soft cloth. If the stain is still visible, repeat this procedure or use a more detergent to be effective.

### STEP 4

When cleaning the difficult stain from the laminate, DO NOT expose the material surface to household bleach for prolonged periods of time as this may lead to permanent discolouration.



## **DO AND DO NOT**

DO always rinse thoroughly after cleaning (residue from cleaning solutions is the single greatest cause of damage to laminate surfaces).

DO wipe up spills immediately, and rinse thoroughly.

DO NOT use acidic or abrasive cleaners, expose the laminate to household bleach for prolonged periods of time, or apply excessive scrubbing, especially on gloss finish surfaces.

## **REMOVING ACCESS PANELS**

Access panels are normally fitted using nylon Keku hook and peg fixing. To release a panel, it must be lifted vertically by 20mm in order for the hook to release from the peg. The panel should be handled using a glass suction pad. Do not lever the panel using screwdrivers as this will damage the panel lippings.

Vanity unit under panels and the bottom panel to urinal ducts are traditionally fixed using bayonet friction fixings. These panels can be released using a glass suction pad, with the panel being pulled forward from its normal position.

## **GENERAL COMMENTS**

In order to avoid watermarks/limescale building, standing water should be removed from horizontal surfaces. Any water that splashed onto a panel edging should be removed immediately.



# CLEANING & MAINTENANCE INSTRUCTIONS FOR LAMINATE CUBICLES

## ESSENTIAL MATERIALS

- Paper towel
- Soft cloths
- Sponges
- Non-abrasive detergents
- Water

## CLEANING

Always start by trying the gentlest method of cleaning. If a stain persists, work through the following steps, repeat each step several times if the stain seems to be disappearing.

### STEP 1

For routine cleaning, such as dust or liquid, to remove the stain by scrubbing the area with a soft cloth, dampened with room temperature or warm water. Rinse and dry with a paper towel or soft cloth.

### STEP 2

If the stain leaves a slight mark or is difficult to remove, repeat the cleaning operation using mild detergents.

### STEP 3

If the stain is stubborn, treat it with a suitable detergent solution. Allow the detergent to act long enough to remove the stain. Remove the detergent using a dampened sponge. Dry with a paper towel or soft cloth. If the stain is still visible, repeat this procedure or use a more detergent to be effective.

### STEP 4

When cleaning the difficult stain from the laminate, DO NOT expose the material surface to household bleach for prolonged periods of time as this may lead to permanent discolouration.



## **DO AND DO NOT**

DO always rinse thoroughly after cleaning (residue from cleaning solutions is the single greatest cause of damage to laminate surfaces).

Do wipe up spills immediately rinse thoroughly.

DO NOT use acidic or abrasive cleaners, expose the laminate to household bleach for prolonged periods of time, or apply excessive scrubbing, especially on gloss finish surfaces.

## **CLEANING IRONMONGERY**

Powder-coated products should be cleaned at no more than 3-month intervals. A solution of mild detergent diluted with warm water should be used. A soft cloth, sponge or natural bristle brush may be used. Abrasive materials should be avoided. White spirit may be used to remove oil or grease deposits, but strong solvents must be avoided. The coated items must be thoroughly rinsed following the use of detergents.

Metallic surfaces should be cleaned as detailed for powder coating. Care should be taken in order to avoid scratching the metallic surface.

## **MAINTENANCE OF IRONMONGERY**

Cubicles locks and hinges should be wiped clean. A moderate amount of a silicone type lubricant (such as WD40) should be applied to all moving parts, with any excess lubricant promptly removed. Excess use of lubricants may attract dust, which will increase the wear rate of moving parts. It is imperative that the amount of lubricant is kept to a minimum.



# CLEANING & MAINTENANCE INSTRUCTIONS FOR LAMINATE VANITY UNITS

## CLEANING

Always start by trying the gentlest method of cleaning. If a stain persists, work through the following steps, repeat each step several times if the stain seems to be disappearing.

### STEP 1

For routine cleaning, such as dust or liquid, to remove the stain by scrubbing the area with a soft cloth, dampened with room temperature or warm water. Rinse and dry with a paper towel or soft cloth.

### STEP 2

If the stain leaves a slight mark or is difficult to remove, repeat the cleaning operation using mild detergents.

### STEP 3

If the stain is stubborn, treat it with a suitable detergent solution. Allow the detergent to act long enough to remove the stain. Remove the detergent using a dampened sponge. Dry with a paper towel or soft cloth. If the stain is still visible, repeat this procedure or use a more detergent to be effective.

### STEP 4

When cleaning the difficult stain from the laminate, DO NOT expose the material surface to household bleach for prolonged periods of time as this may lead to permanent discolouration.



## **DO AND DO NOT**

DO always rinse thoroughly after cleaning (residue from cleaning solutions is the single greatest cause of damage to laminate surfaces).

Do wipe up spills immediately rinse thoroughly.

DO NOT use acidic or abrasive cleaners, expose the laminate to household bleach for prolonged periods of time, or apply excessive scrubbing, especially on gloss finish surfaces.

## **REMOVING ACCESS UNDER-PANELS (WHERE APPLICABLE)**

Access panels and vanity unit under-panels are normally fitted using nylon Keku hook and peg fixings. To release a panel, it must be lifted vertically by 20mm in order for the hook to release from the peg. The panel should be handled using a glass suction pad. Do not lever the panel using screwdrivers as this will inevitably damage the panel clippings.

## **GENERAL COMMENTS**

In order to avoid watermarks/ limescale buildup, standing water should be removed from horizontal surfaces. Any water that splashed onto a panel edging should be removed immediately.

Ensure the vanity unit is correctly sealed using silicone or similar. Failure to correctly seal the vanity unit may allow water ingress, leading to failure at laminate joints.



# CLEANING & MAINTENANCE INSTRUCTIONS FOR LAMINATE DOOR LOCKERS

## ESSENTIAL MATERIALS

- Paper towel
- Soft cloths
- Sponges
- Non-abrasive detergents
- Water

## CLEANING

Always start by trying the gentlest method of cleaning. If a stain persists, work through the following steps, repeat each step several times if the stain seems to be disappearing.

### STEP 1

For routine cleaning, such as dust or liquid, to remove the stain by scrubbing the area with a soft cloth, dampened with room temperature or warm water. Rinse and dry with a paper towel or soft cloth.

### STEP 2

If the stain leaves a slight mark or is difficult to remove, repeat the cleaning operation using mild detergents.

### STEP 3

If the stain is stubborn, treat it with a suitable detergent solution. Allow the detergent to act long enough to remove the stain. Remove the detergent using a dampened sponge. Dry with a paper towel or soft cloth. If the stain is still visible, repeat this procedure or use a more detergent to be effective.

### STEP 4

When cleaning the difficult stain from the laminate, DO NOT expose the material surface to household bleach for prolonged periods of time as this may lead to permanent discolouration.



## **DO AND DO NOT**

DO always rinse thoroughly after cleaning (residue from cleaning solutions is the single greatest cause of damage to laminate surfaces).

Do wipe up spills immediately rinse thoroughly.

DO NOT use acidic or abrasive cleaners, expose the laminate to household bleach for prolonged periods of time, or apply excessive scrubbing, especially on gloss finish surfaces.

## **CLEANING IRONMONGERY/FRAMEWORK**

Powder-coated products should always be cleaned at no more than 3-month intervals. A solution of mild detergent diluted with warm water should be used. A soft cloth, sponge or natural bristle brush may be used.

Abrasive materials should be avoided. White spirit may be used to remove oil or grease deposits, but strong solvents must be avoided. The coated items must be thoroughly rinsed following the use of detergents.

Metallic surfaces should be cleaned as detailed for powder coating. Care should be taken in order to avoid scratching the metallic surface.

## **MAINTENANCE OF IRONMONGERY**

Locker locks and hinges should be wiped clean. A moderate amount of a silicone type lubricant (such as WD40) should be applied to all moving parts, with any excess lubricant promptly removed. Excess use of lubricants may attract dust, which will increase the wear rate of moving parts. It is imperative that the amount of lubricant is kept to a minimum.



# CLEANING & MAINTENANCE INSTRUCTIONS FOR BENCH SEATING

## CLEANING LAMINATE SEATS

Always start by trying the gentlest method of cleaning. If a stain persists, work through the following steps, repeat each step several times if the stain seems to be disappearing.

### STEP 1

For routine cleaning, such as dust or liquid, to remove the stain by scrubbing the area with a soft cloth, dampened with room temperature or warm water. Rinse and dry with a paper towel or soft cloth.

### STEP 2

If the stain leaves a slight mark or is difficult to remove, repeat the cleaning operation using mild detergents.

### STEP 3

If the stain is stubborn, treat it with a suitable detergent solution. Allow the detergent to act long enough to remove the stain. Remove the detergent using a dampened sponge. Dry with a paper towel or soft cloth. If the stain is still visible, repeat this procedure or use a more detergent to be effective.

### STEP 4

When cleaning the difficult stain from the laminate, DO NOT expose the material surface to household bleach for prolonged periods of time as this may lead to permanent discolouration.



## **DO AND DO NOT**

DO always rinse thoroughly after cleaning (residue from cleaning solutions is the single greatest cause of damage to laminate surfaces).

Do wipe up spills immediately rinse thoroughly.

DO NOT use acidic or abrasive cleaners, expose the laminate to household bleach for prolonged periods of time, or apply excessive scrubbing, especially on gloss finish surfaces.

## **CLEANING HARDWOOD SEATS**

Hardwood surfaces should be treated with the utmost care. Surfaces should be cleaned using a soft cloth and furniture polish. DO NOT use abrasive cleaners under any circumstances.

Persistent marks may be removed using a slightly damp cloth (not wet) with panels being dried on completion. In the event that marks cannot be removed by following the above suggestions, a professional French Polisher should be sought who may be able to remove marks and make good the hardwood surfaces on completion.

## **CLEANING IRONMONGERY/ FRAMEWORK**

Powder-coated products should be cleaned at no more than 3-month intervals. A solution of mild detergent diluted with warm water should be used. A soft cloth, sponge or natural bristle brush may be used. Abrasive materials should be avoided. White spirit may be used to remove oil or grease deposits, but strong solvents must be avoided. The coated items must be thoroughly rinsed following the use of detergents.

Metallic surfaces should be cleaned as detailed for powder coating. Care should be taken in order to avoid scratching the metallic surface.



## MAINTENANCE PROGRAMME

With care taken during fabrication and installation, cleaning before 'handover' should not present any problems. More attention may be required if the installation has been prolonged or handover delayed. Where surface contamination is suspected, immediate cleaning after site fixing should avoid problems in the future.

The frequency of cleaning is dependent on the application, the simple rule is: Clean the metal when it is dirty in order to restore its original appearance.

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