Polysales

Building Enduring **Value**

Method Statement: Installation of Polyflor Vinyl Sheeting onto a Concrete Subfloor

1. Project Information

Scope:
Installation of Polyflor resilient vinyl sheet flooring including receipt, storage, conditioning, substrate preparation, moisture testing, installation, welding, and finishing.

Applicable Standards:

- SANS 10070:2012 – Installation of resilient floor coverings
- SANS 10155:1980 – Surface regularity tolerances
- ASTM F710 – Subfloor preparation good practice
- Polysales Installation Guidelines (latest edition)

2. Responsibilities

Main Contractor

- Provide weather-tight building.
- Ensure completion of wet trades and overhead works.
- Maintain required ambient conditions.
- Provide suitable power and lighting.

Flooring Contractor

- Inspect and approve concrete substrate prior to installation.
- Conduct and document moisture testing.
- Confirm environmental compliance.
- Execute installation in accordance with Polyflor guidelines and recognised industry standards.
- Reject non-compliant conditions before proceeding.

3. Materials Receipt & Storage

Upon delivery:

- Verify product type, colour, batch number (single batch where required), and quantities.
- Inspect for transport damage.
- Report discrepancies prior to installation.

Storage Conditions

- Store in secure, dry, enclosed area.
- Maintain temperature between **18°C – 27°C**.
- Store materials for at least **48 hours prior to installation**.
- Protect from moisture, direct sunlight, and physical damage.
- Store vinyl rolls **vertically**.

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4. Environmental Conditions

Ambient temperature must be maintained between:
18°C – 27°C

For:

- 48 hours prior to installation
- During installation
- 48 hours after installation

Conditions must remain stable. Sudden temperature fluctuations may result in dimensional movement and installation failure.

Relative humidity must not exceed **75% RH**.

5. Conditioning of Materials

- Materials must be conditioned in the area of installation.
- Minimum conditioning period: **48 hours**.
- Increase conditioning time if materials were exposed to temperatures below **10°C**.
- Do not cut or install until materials have fully acclimatised.

6. Subfloor Requirements & Preparation

6.1 General Requirements

Concrete subfloor must be:

- Dry
- Clean
- Smooth
- Level
- Structurally sound

Free from:

- Dust, oil, grease
- Curing compounds
- Old adhesive residues
- Paint, sealers, or contaminants
- Surface laitance

Note: Solvents are not permitted for cleaning.

6.2 Surface Regularity

Surface tolerance:

- Maximum deviation: **3mm over 3m straight edge**

If non-compliant:

- Apply approved cementitious self-levelling compound
- Allow full curing before installation

Irregularities will telegraph through the vinyl finish.

6.3 Mechanical Preparation

- Mechanically remove laitance and contaminants (grinding/shot blasting).
- Grind down high spots.
- Fill low areas with approved cementitious patching or self-levelling compound.
- Vacuum entire area prior to installation.

6.4 Cracks & Joints

Non-moving cracks:

- Fill with approved repair compound
- Allow to cure fully

Expansion joints:

- Must not be bridged
- Install appropriate expansion joint profiles

6.5 Moisture Testing

Moisture testing is mandatory prior to installation.

Test Method:

- In-situ Relative Humidity (RH) probe test

Maximum allowable moisture level:

- **75% RH (Polysales requirement)**

Equipment:

- Protimeter / Hygrometer

All readings must be:

- Recorded
- Logged per area
- Approved prior to installation

Installation must not proceed if moisture exceeds tolerance.

Where required, install an approved **surface damp proof membrane (DPM)**.

7. Concrete Subfloor Requirements

- Concrete must be fully cured (minimum **28 days**).
- Must incorporate an effective structural DPM.
- Surface must be free of laitance and weak layers.
- Subfloor must be dimensionally stable and free from movement.
- Compressive strength must be adequate for intended use.

8. Installation Procedure (Overview)

- Confirm environmental compliance.
- Confirm moisture compliance.
- Confirm substrate acceptance.

Installation Steps:

1. Set out working lines and establish layout.
2. Dry lay material and allow relaxation.
3. Apply Polysales-approved adhesive at specified spread rate.
4. Lay vinyl sheeting into adhesive, avoiding air entrapment.
5. Roll flooring using a **68kg articulated roller**.
6. Repeat rolling as required.
7. Trim and seam sheets accurately.
8. Heat weld joints using matching Polyflor welding rods (after adhesive cure).
9. Remove excess adhesive immediately.
10. Complete finishing details (skirting, coving if applicable).

9. Protection After Installation

- Restrict foot traffic for minimum **24 hours**.
- Prevent heavy loads for **48–72 hours**.
- Maintain stable environmental conditions.
- Protect with suitable non-staining protective covering where required.
- Prevent water exposure during adhesive curing period.

10. Quality Control & Sign-Off

Installation shall only proceed once:

- Substrate compliance is confirmed
- Moisture readings are within tolerance
- Environmental conditions are stable
- Materials are conditioned

Quality Checks:

- No bubbling, lifting, or delamination
- Even, smooth surface finish
- Tight, properly welded joints
- Clean, defect-free installation

Sign-Off:

- Flooring Contractor
- Site Supervisor
- Client / Consultant Representative