Quick Steps

- 1. Repair the source of the water leak.
- 2. Wet-vac standing water.
- 3. Remove and \ or replace any materials such as carpet padding & ceiling tile.
- 4. If leak accrues in the summer, set A/C system to 73 degrees until dry. If leak occurs during wintertime, do not exceed an indoor temperature of 76 degrees until dry.

Note: A/C system will help dehumidify the air space. Warmer temperatures (heater) will only escalate the potential for mold growth unless a constant air flow (Vortex).

- 5. Fan & dehumidifier is to be placed in unit near water-damaged area.
- 6. If water soaked materials are removed, test the air for relative (< 60%) & surface (< 14%) humidity.
- 7. When water extraction or water soaked materials are removed, reinspect and retest for excessive moisture after 24 hours. Add additional fans & humidifier, if needed. At this time apply a Clorox dilution (or equivalent) to the effected area.
- 8. Complete "Leak Log" and work order service request form properly.

Summary for Prevention:

Spores in the air outside attach themselves to people and animals, making clothing, shoes, bags and even pets convenient vehicles for carrying all types of mold indoors. When mold spores drop on places where there is *excessive moisture* (> 60% relative humidity & > 14% surface), conditions are prime for mold growth.

- 1) Maintain interior moisture level at a low and controllable density of 30% to 50% humidity.
 - ♦ The number one method of controlling moister is to dehumidify the air space. This process is achieved by running the air conditioning system or portable dehumidifier. Homes where the residents prefer opened windows for constant ventilation are more susceptible to mold infiltration due to higher moister levels. At times when outside air humidity level is below 40%, it is good practice to ventilate the indoor air space. This practice will help prevent stale air from housing unwanted mold spores.

- 2) Respond quickly to *any* water related service request.
 - Search behind and underneath materials such as carpet and pad, wallpaper, vinyl flooring, sink cabinets, furniture, pictures or stored items, especially things placed near outside walls or on cold floors.
- 3) Remove materials that react like a sponge and are difficult to dry out.
 - Never allow water to remain on a surface longer than 48 hours. Mold will thrive on most surfaces where water is present. Do whatever is necessary to remove all moisture or materials holding water.
- 4) Start the drying process immediately.
 - ♦ Keep *air moving* across the wet area with a portable fan and place a *dehumidifier* as close to the wet area as possible. If mold is not present, set the A/C thermostat at 73 *degrees*. Conduct a relative & surface moisture test to determine the amount of moisture left in the space. After 24 *hours*, conduct a second test to insure that both moisture levels have dropped. Additional steps must be taken if the moisture levels have remained higher than 60% relative and 14% surface. Add additional fans, dehumidifiers and remove more of the water soaked materials, if possible. At this time, apply Clorox dilution (or equivalent) to any areas that may still be wet.

If Clorox is used, the dilute ratio should be 10 to 1.

MATERIALS NEEDED FOR PREVENTION

Wet-Vac
Carpet Fan
Dehumidifier
Humidity Meter
Clorox Dilution (or equivalent)