Manufacturing plant cleaning: what we clean

Walk the plant with your facility manager and mark each zone open to the crew.

Plant _____ **Address** _____

Walked by _____ **Date** _____

Production floor

- ☐ Marked walkways and aisles between lines swept and dust-mopped
- ☐ Space under workbenches cleaned
- ☐ Concrete auto-scrubbed so floor striping stays readable
- ☐ Assembly benches wiped once operators clear them
- ☐ Scrap, cardboard and shrink wrap to your waste points
- ☐ Machine exteriors and guards wiped only after release by plant staff

Locker rooms

- ☐ Benches and locker fronts scrubbed
- ☐ Shower walls and floor drains
- ☐ Mirrors and sinks polished
- ☐ Floors mopped to the drain

Break areas and restrooms

- ☐ Tables and chairs wiped
- ☐ Microwaves cleaned inside and out
- ☐ Vending and ice machine fronts wiped
- ☐ Fridge handles and sink cleared of cups
- ☐ Dispensers filled from our supply program or your storeroom

Quality rooms and offices

- ☐ Quality control rooms and inspection benches damp-wiped once cleared
- ☐ Instruments and parts left where they sit
- ☐ Engineering offices and training rooms: desks, surfaces, carpet, trash
- ☐ Customer conference room
- ☐ Visitor lobby and the corridor to the viewing window

Shutdown work

- [ ] Production concrete machine scrubbed end to end
- [ ] Office and lab vinyl stripped and refinished
- [ ] Deep clean of restrooms and locker rooms
- [ ] High areas out of reach on a normal shift
- [ ] Construction cleaning after a new line or rebuild
- [ ] Docks, walls and staff entrance pressure washed

Plant rules

- [ ] Sign-in at the gate or front desk
- [ ] Your safety orientation and posted PPE followed
- [ ] Escorts where needed, no entry to marked-off zones
- [ ] Supervisor inspection notes to your facility contact

Notes