# Nick’s Cleaners

Risk assessments and methods statements, COSHH requirements and Health and Safety Policy will be provided to the Site Manager and all operatives will receive induction training prior to commencement of any site works.

All operatives will wear hard hats, safety shoes/boots, “identifying jackets” and other PPE equipment required when outside dwellings on site.

Particular attention will be paid to all work at heights and the hierarchy of risk assessment applied to comply with the Working at Height Regulations 2005.

Working from ladders is prohibited for all works over 2 storeys. All high-level works should be completed from the scaffold when possible.

Working from ladders will be kept to an absolute minimum where possible.

Parking of operative’s vehicles including visitors to be designated areas only. Parking on customers drives and on the sales car park will not permitted.

## Trade Specification

All materials are to be provided by the cleaning contractor Nick’s Cleaners, including ladders, buckets, mops, sponges, cloths, dusters, detergents, floor cleaners, scraper, etc., (NB - COSHH statements and assessments can be provided if required for all cleaning products).

All works will be carried out during normal site working hours unless agreed in writing otherwise.

The cleaner Nick’s Cleaners will ensure that any cleaning fluids to be used and any methods employed, are suitable and in accordance with manufacturers recommendations.

Wire wool or any other highly abrasive materials will NOT under any circumstances be allowed in any part of the cleaning process.

Prior to cleaning commencement, the property should be inspected by the cleaner and any damaged or scratched items will be made known to the Site Manager or Sales Adviser.

**Site Managers to be responsible to ensure all trade materials have been removed before the cleaning sequence commences.**

All work to be in accordance with CDM regulations 1995, any other Health and Safety at Work Acts and all site specifics and requirements/instructions.

No work is to be further sub-contracted out without the approval of the client

**INITIAL BUILDERS CLEAN**

**(Prior to Final Snagging)**

**The object of this clean is to leave the building, its fixtures and fittings and all surfaces free from dirt, extraneous and deleterious materials and in a habitable condition prior to final snagging by the Site Manager.**

**Windows Internal and Externally (Separate to internal Red Clean)**

The window clean on the upper floors can be cleaned at the same time as the facia and gutters with safe access from ladders or scaffolding, the ground floor will be cleaned after removal (if used) scaffold once safe access can be gained.

This will be done in economical visits incorporating other works.

Windows will be carefully washed and soaked to enable cement and grit particles to be removed.

Completely remove all paint and putty/mastic, protective paper and any other material.

Remove all tape and shrink wrapping.

Wash thoroughly with detergent and water or suitable propriety cleaner, dry and polish.

Remove labels from glass, wash and blade dry.

All High-Level Facia and gutters/Down Pipes to be cleaned if required by client.

## Walls

Spot clean by removing all dirt marks, dust etc. from all walls.

## Glossed/Stained Timber Work

All timber work is to be wiped over with a damp cloth to take off any dirty marks. All architraves (including tops), skirting, staircases and wardrobes will be dusted off and polished.

Where timber is waxed, or polished it will be cleaned in a manner suitable to the finish.

## Electrical Fittings

Spot cleaned by removing all paint, artex or other marks from switches, light pendants and other electrical fittings and polish wipe clean.

**Stairs**

Scrape off any mud/plaster, sweep thoroughly and lightly mop down.

Fully clean between all balusters and spindles.

**Wardrobes and Fitted Furniture**

All units will be swept out, shelves to be damp wiped, including rails and doors.

All loose material to be removed.

**Kitchen/Utility Area**

Remove dirt from tops of cupboards.

Remove all protective coverings and sellotape, sweep/dust out all cupboards, spray and wipe clean, open all drawers and spray wipe clean.

Clean all doors and handles, clean worktops, remove paint spots, dry and polish.

Sink tops, taps, damp cleaned, then dried and polished.

Clean all white goods/oven/hob etc. where applicable.

Boiler cases and electrical appliances will be cleaned externally, removing dust from all crevices and leaving in a polished state. Any information labels noted as to be removed by the customer, should be left.

Any guarantee cards and information from boiler and white goods will be left in one drawer in the kitchen, together with any information relating to any other products, such as alarms, which are found in the property.

**Bathroom Fittings/Cupboards**

Where cupboards/vanity units etc. are fitted, these should will be cleaned in accordance as previously described for kitchen units.

**Bathrooms/En-Suites/WC**

Thoroughly soak, remove labels and coverings from sanitary ware. Remove all paint, plaster, clean and polish.

**No abrasive powders or polishes will be used on plastic baths or shower trays.**

Baths, shower trays, taps and shower units, will have all packaging removed, any paint, artex etc., spot cleaned and finally be cleaned and polished.

Polish all shower screens and wall tiles removing any excessive grout from ceramic surfaces.

**Any damage to sanitary ware reported to the Site Manager, or Sales Adviser.**

**Floor Areas**

Remove protective floor covering and tape where necessary.

Screeded or concrete areas will be scraped of all mud, plaster, cement, artex etc. and thoroughly swept. All areas should be lightly mopped.

Kitchen vinyl, tiled and wooden floor areas will be cleaned of mud, swept and mopped using quality detergent, dry and polish, ensuring smearing of dust and dirt does not occur.

## Tiled Floors

Sweep and wash over, using a minimum amount of water, ensuring smearing of dust and dirt does not occur.

## Garages

All garages will be fully swept out- if required by client

All rubbish will be removed- if required by client

All electric fittings and boiler casings will be cleaned as previously described.

### Externally

All window frames and cills, wiped down leave glass and frames in clean condition.

Door frames, doors and all other externally painted woodwork wiped down and leave all painted surfaces in a clean condition.

All gullies to be cleared of leaves and loose debris.

Meter housing to be wiped down and cleaned.

Garage doors to be wiped down and cleaned, where applicable.

Any external balustrade to be wiped down and cleaned if applicable.

Low level roof finishes, external lighting and rainwater goods are to be wiped clean.

All external paths will be thoroughly swept.

### Rubbish

Clear and dispose of all rubbish in specified containers on site as directed by Site Manager.

**RE-CLEAN OF PROPERTIES AFTER SNAGGING**

**(Prior to Customer Demonstration)**

**The object of this clean is to have a home thoroughly cleaned prior to the customer demonstration 10 working days before legal completion.**

### Internally

Windows and window frames - wiped down and leave glass and frames in a clean condition.

Doors, frames architraves, skirtings, dados, window boards and all other woodwork - dust and wipe down leaving all painted surfaces in a clean condition. Where timber is waxed, or polished to be cleaned in a manner suitable to finish.

Sanitary ware and fittings - wipe down and remove any marks, water stains or mastic residue, polish and leave all sanitary ware in a clean condition. Wipe and polish all taps and fittings and leave clean and ready for use.

Ironmongery - polish in a manner suitable to the finish.

Carpets to plots and communal areas should be thoroughly vacuumed, any stains or non-removal marks will be reported to the Site Manager immediately.

### Sheet Vinyl/Tiled Floors - Clean and polish in a manner suitable to the finish.

Quarry tiled floors or similar - wash down and leave in a clean condition.

### Chipboard Flooring - Sweep/vacuum, lightly mop and leave in a clean condition.

Glazed Tiling - Wipe down, polish and leave sparkling clean.

Cupboards and Units - All cupboards and units to be wiped clean. All worktop etc., to be washed down and left clean and polished.

Light fittings, balustrading ledges etc. - dust, wipe down and leave in a clean condition.

Fire surrounds and any fitted appliances are to be cleaned and polished. If no fire is fitted remove all dust from recess.

#### Externally

All garages to be re-swept.

All windows/window frames and cills - wipe down and leave glass and frames in a clean condition.

Door frames and all other externally painted woodwork - wipe down and leave all painted surfaces in a clean condition.

All gullies to be cleared of leaves and loose debris.

Meter housing to be wiped down and cleaned.

Garage doors to be wiped down and cleaned.

All external balustrades and porches to be wiped down and cleaned.

All external paths should be thoroughly swept.

**SPARKLE CLEAN**

**(24 hours before legal completion)**

**The object of this clean is to leave the property in an immaculate condition to impress the customer with their new home**.

All areas to be checked and re-cleaned in accordance with the re-clean specification as above with the following additions: -

White goods should have internal packaging removed and shelves set up.

Supply Aromatic lavatory block and place in all WC cisterns.