Data center support space: what we clean

Walk the site with your facility manager and tick each area cleared for our crews.

Site _____ **Address** _____

Walked by _____ **Date** _____

Lobby, offices and NOC

- ☐ Secured lobby and visitor badging counter
- ☐ Offices and customer meeting rooms
- ☐ NOC consoles dusted and wiped around equipment
- ☐ Screens and keyboards left as staff want them
- ☐ Glass, counters, chairs and carpet in tour rooms

Break rooms and restrooms

- ☐ Break room and kitchenette cleaned each visit
- ☐ Refrigerator and coffee machine handles wiped
- ☐ Kitchenette sink left empty and dry
- ☐ Restrooms cleaned and restocked
- ☐ Paper and soap from the site's supplies or ours

White space, to your procedure

- ☐ Gowning or shoe covers at the entry
- ☐ HEPA-filtered vacuums and low-lint wipes
- ☐ Solutions from your approved list only
- ☐ Top-to-bottom order so dust falls to the floor
- ☐ Cabinet exteriors, cage panels and perforated tiles as directed
- ☐ Raised-floor surfaces cleaned
- ☐ Under-floor vacuuming tile by tile on your schedule

Docks and staging

- ☐ Staging rooms swept and wiped where gear is unboxed
- ☐ Cardboard and packing foam removed
- ☐ Loading docks swept
- ☐ Dock plates and door tracks cleared
- ☐ Ramps kept free of grit

Corridors and support rooms

- [ ] Corridors and locker areas
- [ ] Security desk and customer lounge
- [ ] Mechanical corridors when you list them

Access and records

- [ ] Badges, visitor logs, mantraps and escorts per your process
- [ ] Only approved equipment brought through the checkpoint
- [ ] Supervisor inspection against the site cleaning list
- [ ] Short visit record for the facility log
- [ ] Post-construction dust removal for a new hall

Notes