



Managed Services Limited

Prepared by:	Reference number:
Mike Chubb	VC2
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Method statement details of work for kitchen deep clean

This document is designed to inform clients of our method of working it should be supported with scope of work/quotation & risk assessment

METHOD STATEMENT –

TASK: High Level Ventilation Canopy Cleaning

1. Operatives to check all PPE, cleaning equipment and chemicals required for the task. Refer to assessments supplied for chemicals being used. Operatives to set out all 'Caution/Warning' signage COSHH required and cordon off cleaning area prior to work commencing
2. Operatives are reminded that canopies can be fragile or may have loose screws or bolts, seams can be broken and surface dented or misshaped
3. Operatives to erect access equipment e.g... stepladder or ladder in the correct and safe manner. Ladders to be erected at the correct angle of 1:4 (75°). If working between 2-6 meters height ladders must be footed or an approved ladder stopper or stabiliser used
4. Operatives to take care if leaning ladder on to canopy cover, if possible position ladder on to nearest solid surface instead, e.g. wall
5. Operatives to wear tool belt with all tools attached, this will leave both hands free for climbing and descending ladder or step ladder. Operatives are reminded not to climb above 4 rungs from the tops of ladders or step ladders
6. Operatives to clean canopy using the correct chemical on a clean cloth or 'Greenie'
7. Operatives to rinse off surface of canopy with clean water and polish dry using clean cloths, if necessary use stainless steel polish
8. On completion of cleaning, operatives to dispose of all waste chemicals and materials on site. Remove all cleaning equipment, chemicals and signage to company vehicle
9. Operatives are not to leave the site until authorised by Supervisor.