Data center and server room cleaning: what we clean

Walk the site with your facility lead and mark each room and its access rules.

Site _____ **Address** _____

Walked by _____ **Date** _____

Access and timing

- ☐ Sign-in, keycard and escort rules for the crew
- ☐ Each cleaner approved by the operator
- ☐ Only approved equipment and supplies brought through the entry
- ☐ Rooms listed for each visit
- ☐ Visits timed around maintenance windows and customer tours

Computer room, by your procedures

- ☐ Shoe covers or gowning at the door
- ☐ HEPA-filtered vacuums and low-lint cloths
- ☐ Work moving from upper surfaces down
- ☐ Cabinet and cage exteriors wiped as the procedure calls for
- ☐ Door glass and perforated tiles
- ☐ Raised-floor surfaces
- ☐ Under-floor vacuuming panel by panel, on your schedule

Offices, NOC and break rooms

- ☐ Monitoring desks and consoles dusted around equipment
- ☐ Chair arms and door handles wiped
- ☐ Conference rooms
- ☐ Kitchenette counters and refrigerator fronts
- ☐ Restrooms cleaned and restocked
- ☐ Locker area
- ☐ Overnight trash cleared before the day shift

Lobby and reception

- ☐ Glass and counters
- ☐ Seating and entry mats

Docks, staging and corridors

- ☐ Staging rooms swept and wiped
- ☐ Cardboard and foam from unboxing removed
- ☐ Delivery doors and their tracks
- ☐ Corridors mopped

New suites and build-outs

- ☐ Construction dust cleared from ceilings, walls and ledges
- ☐ Reachable cable trays
- ☐ Floors cleaned in a set order before your acceptance checks

Notes