Lab, cleanroom and server room cleaning: what we clean

Bring your SOPs and walk each controlled room before the written procedure is set.

Facility _____ **Suite or room** _____

Walked by _____ **Date** _____

Gowning and staging

- ☐ Garments put on in your posted order
- ☐ Tacky mats crossed the way your staff cross them
- ☐ Extra glove or sleeve steps from your SOP written in
- ☐ Mops, buckets and wipes wiped down before crossing the line
- ☐ Room-assigned tools kept in that room
- ☐ Cardboard, paper towels and shedding items kept outside
- ☐ Spent wipes and garments out by your exit path

Controlled rooms, top to bottom

- ☐ Ceiling panels, light lenses and return grilles
- ☐ Walls, pass-through chambers and doors
- ☐ Benches and carts
- ☐ Floor last, working from the far wall toward the exit
- ☐ One-direction overlapping strokes, low-lint wipes
- ☐ Multi-bucket mopping; agents your quality group approves

Research labs

- ☐ Floors, sinks and door hardware
- ☐ Casework fronts
- ☐ Bench tops cleaned only after lab staff release them
- ☐ Samples, reagents and instruments left in place

Server rooms

- ☐ Work inside the windows your IT team sets
- ☐ Visitor log signed; badges carried; escort kept throughout
- ☐ No cabinet opened, no cable moved
- ☐ Floors and cabinet exteriors vacuumed with HEPA filtration
- ☐ Dry or barely damp low-lint cloths only near equipment
- ☐ Raised-floor plenum and cable trays vacuumed a few tiles at a time

Support space

- [ ] Glass wash and storage rooms
- [ ] Write-up desks and conference rooms
- [ ] Locker rooms and restrooms
- [ ] Floors outside the white space cared for to suit their finish

Notes