Pre-Handover (CM to HFM Team) Cleaning procedure for Flats/Buildings

* Scope of cleaning of a flat/building includes One Deep Cleaning and One General Cleaning. The deep cleaning is undertaken after 2nd coat of paint & before HFM snagging. After snagging, the final coat of paint is applied and then the general cleaning is undertaken before final handover of the flat to HFM team.

* Scope of deep cleaning involves removal of dust, dirt, residuals (cement mortar, gypsum, POP, paint spots, glue marks) & stain marks on various items as mentioned below.

* Scope of general cleaning involves only dry & wet mopping (by using soft soap/detergent & water) to remove dust, dirt & stains.

* In deep cleaning, firstly the flat/building will be cleaned by dry & wet mopping (by using soft soap/detergent & water) and then the below mentioned procedure to be used for further cleaning. The cleaning material like mops, soft scrubbers, brooms, cleaning metal plates should be used properly to avoid any scratch marks

Item Name	Procedure for Deep Cleaning
Marble (Flooring/Skirting/Dado)	For Generic Cleaning:- Use floor cleaning machine (Taski) with nylon brush pad alongwith R2 chemical from Taski with dilution of 30 ml for 1 litre of water . For Dado, use handheld cleaning machine with R2 chemical. For stain removal:- use 1000 number polish paper manually followed by using a layer of cotton with undiluted Taski Spiral Stain removal.
Vitrified/Ceramic Tiles	For Generic Cleaning:- Use R2 chemical from Taski with dilution of 30 ml for 1 litre of water. For stains:-Use diluted Hydrochloric Acid (commercially available) for cleaning localized residual spots of cement mortar, gypsum & any other tough stains.
Wooden Flooring/Skirting, Door Frames & Shutters, Modular Kitchen, Switch Boards, Other Visible Fittings	For Generic Cleaning:- Use R2 chemical eg. Taski with dilution of 30 ml for 1 litre of water For Stains: Use thinner to be used for paint/glue stains.
Sanitary Ware	For Generic Cleaning:- Use water and soft brush. For stains:- Use R6 chemical e.g. Harpic without dilution for cleaning and removal of any marks over sanitary ware
Aluminium Window Channels & Frames	For Generic Cleaning:- Channels to be cleaned by using high power blower/ vacuum cleaner. For Stains:- to be removed with neutral cleaner like Allclean
Window Glass / Glass Partitions/Mirrors	For Generic Cleaning:- Use R3 chemical e.g. Colin for cleaning. The cleaning should be done by using a soft cloth to avoid scratch marks.
CP Fittings	For Generic Cleaning:- To be cleaned with soft cloth and water.
SS Fittings/Items (Door Hardware, Sinks, SS Railings, Lifts Etc)	For Generic Cleaning:- Use R2 chemical with adequate dilution (approx 20ml chemical in 1L of water) for cleaning with soft cloth
Staircases	For Generic Cleaning:- To be washed , scrubbed and cleaned using soft soap/detergent & water. For Stains:- To be removed using soap and coir brush

Taski R1 – for tile cleaner
Taski R2 – for marble cleaner
Taski R3 – for Glass cleaner
Taski R4 – for Furniture cleaner
Taski R5 – for Air Fresher
Taski R6 – for Toilet Bowl cleaner
Taski R7 – for Hard Floor cleaner
Taski R9 – for Hard Tile cleaner
Taski R20 – for adhesive cleaner
Taski TR 101 – for carpet shampoo liquid
Taski TR 103 – for carpet stains remover
Taski Noble – Marble crystallization Power
Taski Terranova – Marble Polishing chemical