

	Safety No. FMS17C Method Statement	File: H&S Site Pack
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Method Statement

Task/Activity	Wall and tile cleaning	
Next Review Date	01.08.2026	
Originator	Keith Carver	Reviewed by: Keith Carver
Site	Fulham Road, Fulham, London	
Site Manager	Grant Lewis	
Date	31.07.2025	

Scope of Works
The method to be used when dealing with hard surface cleaning

Background / Training Required
Competence of cleaning activities

Safety Equipment and PPE required			
Protective clothing Standard ABM protective uniform unless otherwise stated		Gloves BS EN 420:2003+A1:2009 general protective gloves	
Hi visibility clothing BS EN ISO 20471:2013 High viz clothing		Safety footwear BS EN ISO 20346:2014 Safety footwear	

Tools and Equipment Required			
Labelled spray bottle		Dust cloths	
Bucket		Safety signs	

Method of Works/Safe System of Works	Risks/Hazards/Controls/Notes
Planning 1. Collect equipment from storage cupboard according to the correct colour coded. 2. Check COSHH assessment and SDS for correct dilution and safe use of the product. 3. Place warning signs at any possible access locations to highlight any hazards in the area. 4. Break down the areas to be cleaned and do not overreach – no higher than 2 metres. 5. Immerse cleaning clothes into the cleaning solution and wring out until nearly dry.	1. Check COSHH assessments and SDS for the product/s used 2. Place signs in prominent positions 3. Wipe up and spilled water to prevent slip hazards

Safe Method of Work

6. Work in a methodical approach to the walls or tiles to be cleaned, work from one end of the wall or tiles and work towards the other end ensuring no areas are missed.
7. Do not drip water or solution on wall sockets or any electric/electronic equipment present in the area of work.
8. Clean the entire area using figure of eight motions with a medium hand pressure to the cleaning surface.
9. Use a scour to scrub the grouting if required.
10. Regularly clean out the cloth with fresh cleaning solution.
11. Regularly replace the cleaning solution when it becomes dirty.
12. Once the surface has been cleaned, wipe over with a dry cloth to remove smears and marks.

Completion

13. Carry out a visual inspection of the worked areas to ensure that the required standard has been met.
14. Complete the above for any areas identified as unsatisfactory.
15. Return all equipment to the appropriate storage area.
16. Clean all equipment used and place to dry in a well-ventilated area.

4. If any cleaning solution is spilt on the floor, wipe up immediately

5. Keep the equipment clean at all times

Environmental Impacts

Ensure that all waste is disposed of in accordance with the site procedures.
Ensure that the CoSHH Assessments and MSDS are followed for all chemical use.

Emergency Arrangements

If the task includes any periods of Lone Working, follow the ABM Lone Working Procedure.
First aid available from the security team.
2-way radio provided to staff while at work.