

# Commercial Services

Office and Showroom Cleaning  
Hard Floor Maintenance  
Hygiene Equipment Rental



Kitchen Cleaning  
Window Cleaning  
Graffiti Removal  
Builders Cleans

Agency Code

Office &  
Commercial  
Cleaning

Clean  
Genie

E=MC SQ

Clean  
Genie®

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The science  
of cleaning



# E=MC SQ

## Effort = Management & Control , Service & Quality The Science of Cleaning

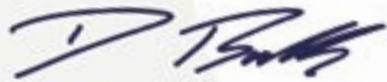
Anyone who thinks that Commercial Cleaning is either an easy or uncomplicated business is sorely mistaken. To be effective in this business takes supreme effort and strong management control that is backed up by outstanding service and quality. In short, what we like to refer to as **E=MC SQ**, the 'Science of Cleaning'.

Many Commercial & Office Cleaning companies will promise almost anything to secure a new client. The reality is that the service they deliver is almost always short of the mark. Sometimes this is simply down to inexperienced or poorly trained staff, often however it is a result of the failure of the service provider to accurately assess the clients 'expectations' and balance time against costs.

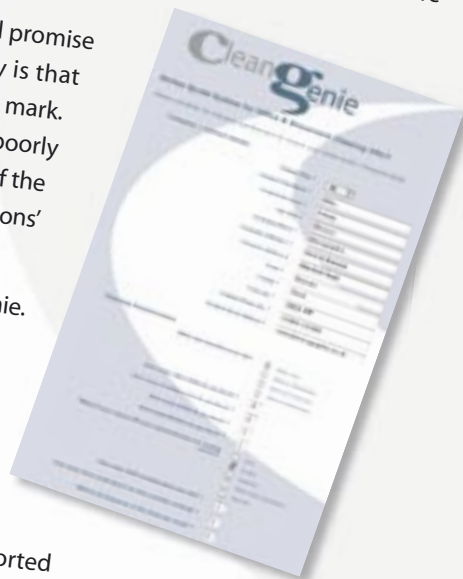
To compare your current costings, go to [www.clean-genie.co.uk](http://www.clean-genie.co.uk) for an immediate online quotation.

In short, if you are reluctant to invest in change, no point moaning about a repeatedly poor service. For this reason a site survey is always recommended.

At Clean Genie we will be both honest and direct. The fact of the matter is that a good rotational plan supported by well trained cleaners (effectively supervised) will almost always improve the site standard, without necessarily affecting the costs. We very much look forward to meeting you soon.



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# Office Cleaning & Management

Effective office cleaning starts with getting the best possible staff on site. In our experience the only realistic way to ensure this is to pay them the very best possible rates. This we achieve by employing technology to reduce administration which means that we are able to pay a higher % of our rates to our cleaning staff than any other company that we are aware of. In addition, regular site audits allow our staff additional quarterly bonuses if our clients are happy with their results. Cleaning is very hard and often monotonous work so it is essential to keep our staff encouraged and motivated.

At the heart of our 'Control' is a bespoke Internet based management system that is continually evolving to match demands. Each Clean Genie client has access to a secure log in page which enables them to advise us of day to day changes like conferences or VIP visits or indeed raise any issues on areas that need to be tasked. On keying in your message our office, designated site manager and your own assigned cleaning staff are updated by SMS text messaging which means there are no delays in resolving the query.

Permanently employed staff have liveried vehicles that are satellite tracked to guarantee our staff are where they should be and for the time agreed.

## Example Schedule

### Entrance Area

- 1 Dry vacuum all carpet areas.
- 2 Dust and polish desks and other furniture.
- 3 Sanitise all telephones (monthly).
- 4 Wipe computer screens (monthly).
- 5 Empty all waste baskets into sacks and replace with clean liners (*supplied FOC*).

### Conference / Meeting Rooms

- 1 Dry vacuum all carpet areas.
- 2 Dust and polish all desks and other furniture.
- 3 Clean and sanitise all telephones.
- 4 Empty all waste baskets into sacks and replace with clean liners (*supplied FOC*).



### (Kitchen Area) Canteen & Rest Areas

- 1 Dry vacuum all carpet areas.
- 2 Sanitise kitchen daily.
- 3 Wash down all surfaces and leave ready for use.
- 4 Wipe down microwave and other appliances.
- 5 Monthly (as required) deep clean fridge.



### Open Plan Admin Offices

- 1 Dry vacuum all carpet areas.
- 2 Dust and polish all desks and other furniture.
- 3 Sanitise all telephones (monthly).
- 4 Wipe computer screens (monthly).
- 5 Empty all waste baskets into sacks and replace with clean liners (*supplied FOC*).

### Individual Offices

- 1 Dry vacuum all carpet areas.
- 2 Dust and polish all desks and other furniture.
- 3 Sanitise all telephones (monthly).
- 4 Wipe computer screens (monthly).
- 5 Empty all waste baskets into sacks and replace with clean liners (*supplied FOC*).



### Washrooms & Toilets

- 1 Clean and disinfect all toilet pans, urinals and toilet seats, buff bright-work.
- 2 Clean stainless steel wash basins and buff.
- 3 Clean and polish mirrors.
- 4 Clean and sanitise all splash-backs.
- 5 Sweep up loose debris and wet mop with applicable sanitising solution.
- 6 Clean and disinfect door handles, push plates etc.
- 7 Replenish janitorial supplies as and when required.

**Health & Safety procedures apply**

## Carpet and Office Chair Cleaning

Commercial carpet and upholstery cleaning requires specialist equipment and a good deal of technical expertise. We utilise ProChem industrial extraction machines and supporting chemicals and deodorizers.

Carpet cleans can be booked at weekends or in the evening so as not to disrupt your work areas. After the clean we are able to leave on site turbo dryers that will guarantee a reduction in potentially harmful humidity and ensure carpets are ready for use within hours.

***Carpet cleaning can be incorporated within an office cleaning package.***



## Window Cleaning

Commercial window cleaning now follows strict health and safety protocols that our operators are trained in. We employ highly effective 'Reach & Wash' pole systems that utilize 'pure water' technology for clean and polished results.

Where 'Reach & Wash' is ineffective, typically above three stories, we can deploy a variety of MEWPs (Mobile Elevated Work Platforms) for which our operators are fully trained and licensed.

***Window cleaning can be incorporated within an office cleaning package.***



## Hard Floor Maintenance

Often the most neglected area of commercial sites, preventative and restoration cleaning of hard floors can literally transform your environment.

### *Resilient Floors*

Usually divided into two categories, **natural** floors which are made from living plants, including Linoleum. **Synthetic** floors are completely man made or manufactured from materials other than natural products such as vinyl and thermoplastics. Commonly used in areas like hospitals, schools, offices and retail stores. Resilient floors require regular stripping, sealing and dressing to maintain both their effectiveness and appearance.

***Hard floor maintenance can be incorporated within an office cleaning package.***



## Oven and Kitchen Cleaning

Hygiene is of paramount importance throughout your organisation but nowhere is it more critical than in kitchens, canteens and food storage areas. These areas must all be cleaned regularly under the guidelines of the Food Safety Act 1994.

Our specialist division **OvenGenie** can offer deep clean solutions for ovens, extractors, catering equipment and ducting and can also steam clean walls, ceilings and floors.



## Builders Cleans & Graffiti Removal

Clean Genie regularly removes graffiti from walls and exterior paintwork. Our graffiti removal equipment utilises a range of chemicals to effectively remove graffiti in as environmentally friendly way as possible.

Clean Genie run a specialist CIS registered team for both new and restoration cleans. Our staff are CSCS Card carrying operatives. Contact our office for technical advice.

