

Machine exterior cleaning: what we clean

Fill this in with your maintenance lead before shutdown; tick each machine when done.

Site _____ Address _____
Shutdown date _____ Walked by _____

Before the shutdown

- ☐ List of machines coming down and their floor spots
- ☐ Lockout start and restart times
- ☐ Surface materials and finishes noted
- ☐ Protective gear and escort rules for each area
- ☐ Name of the person who clears the crew to begin

On each machine

- ☐ Housings and guards
- ☐ Frames and rails
- ☐ Control panel faces
- ☐ Legs and bases where floor soil and spills collect
- ☐ Product matched to painted steel, stainless or plastic

Left to your maintenance team

- ☐ Internal parts
- ☐ Electrical components
- ☐ Anything behind a locked guard

Floor around the equipment

- ☐ Floor under and beside each machine cleaned in the same visit
- ☐ Wider floor areas added through concrete scrubbing
- ☐ Nearby work areas added when you ask
- ☐ Machines done in the order they come down
- ☐ Area ready when operators come back

By facility type

- ☐ Packing lines and conveyors cleared of field soil and plant matter
- ☐ Processing line housings cleared of product residue
- ☐ Pallet jacks and dock equipment at cold storage sites

After the visit

- ☐ Leaks or loose guards reported to your shift lead
- ☐ Report made before the machine restarts
- ☐ Standing visit set for each recurring shutdown
- ☐ Shift-gap visits booked where windows allow

Notes
