

# Skill Set #7

## Skill Set #7: Interior Final Cleaning

### Skills Practice:

**Step 1:** Wrap and seal, or bag all components and other large materials and then remove them from the work area.\*

**Step 2:** Clean off the plastic sheeting using a HEPA vacuum (this procedure is not required, but it is faster than wiping up dust and debris by hand). Mist the plastic sheeting and fold dirty side inward. Either seal the edges of the folded plastic sheeting with tape or place it in a heavy-duty plastic bag. Dispose of the protective sheeting.\*

**Step 3:** Remove all waste from the work area and place in appropriate waste containers.\*

**Step 4:** Clean all surfaces within the work area and in the area 2 feet beyond the work area until no dust or debris remains. Start cleaning at the top of the walls and work down toward the floor, HEPA vacuum or wet wipe all wall surfaces in the work area. HEPA vacuum all remaining surfaces in the work area, including furniture and fixtures. Use the upholstery attachment for the window surfaces and the crevice tool along the edge of the walls. Use the HEPA vacuum with a beater bar for carpeting. Work from the end farthest from the work area entrance back to the entrance, making sure never to step back into areas that have already been cleaned.\*

**Step 5:** Next, wipe all remaining surfaces and objects in the work area except for carpeted and upholstered surfaces, with a disposable wet cleaning wipes. Also mop uncarpeted floors using a two-bucket method or wet mopping system. Work from the end farthest from the work area entrance back to the entrance, making sure never to step back into areas that have already been cleaned. For carpeted areas, conduct a second pass with the HEPA vacuum using the beater bar attachment instead of wiping with a wet cleaning cloth.\*

**Step 6:** If the property is HUD-regulated, repeat Step 4 for walls, countertops and floors, and then continue to Step 7. Otherwise, continue to Step 7.

**Step 7:** After completion of cleaning procedures, check your work. Conduct a careful visual inspection of the work area for visible dust and debris. If visible dust or debris is found, repeat Steps 4 and 5 as needed to make sure no visible dust or debris is present, and then re-check your work with a thorough visual inspection of the work area. When there is no visible dust or debris present, proceed to step 8.\*

**Step 8:** Notify the Certified Renovator in charge of the project that the work area is ready for visual inspection.\*

*\*Indicates required skills that must be accomplished for a "Proficient" rating.*

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