Cleaning Ratios & SDS Safety Reminders

# 🧪 Basic Cleaning Solution

• Mix 10 ml of dish soap with 1 liter of warm water.  
• Ideal for stainless steel, general surfaces, and elevator interiors.  
• DO NOT overuse soap – it leaves residue and dulls shine.  
• Always rinse surfaces thoroughly with clean water.  
• Dry stainless steel with paper towel or clean microfiber cloth.

# 🚿 Rinsing Best Practices

• Windows: Unrinsed soap = foggy streaks.  
• Floors: Over-wet mop = residue and slipperiness.  
• Rinse mophead thoroughly between sections and wring it out.  
• Use separate mopheads for each area (label them!).

# 📋 SDS & Labeling Reminders

• Keep SDS (Safety Data Sheets) for all chemicals in a visible, accessible binder.  
• NEVER mix cleaners – especially bleach and ammonia!  
• Label each product clearly: purpose + area of use (e.g., “Bathroom – Disinfectant”).  
• Store mystery/unlabeled bottles in a 'Do Not Use' bin.  
• Keep a label maker or permanent marker in the supply area.