



AZACO CLEANING SOLUTIONS

PRODUCT, PPE & SAFETY DATA SHEET (SDS) EMPLOYEE SIGN-OFF FORM

Instructions for Team Members: Please read through the list of approved cleaning chemicals, personal care products, and cleaning equipment. Sign the acknowledgment at the bottom of this form to confirm you understand the proper application, safety precautions, and required Personal Protective Equipment (PPE).

SECTION 1: PERSONAL PROTECTIVE EQUIPMENT (PPE) & CLOTHING REQUIREMENTS

Category	Requirement & Standard	Usage & Safety Explanation
Footwear	Enclosed, Non-Slip Work Shoes	Protects feet from chemical splashes, heavy equipment drops, and prevents slip-and-fall hazards on wet tiles or hardwood floors.

Hand Protection	Protective Gloves (Nitrile/Rubber)	Mandatory when handling disinfectants, toilet gels, bath cleaners, and essential oils to prevent chemical burns and skin irritation.
------------------------	---	--



Eye Protection	Safety Glasses / Goggles	Worn when spraying bathroom trigger sprays or pouring bleach products above chest level to prevent liquid splashback.
-----------------------	---------------------------------	---



Uniform & Attire	AZACO Polo & Fitted Pants	Neat, professional attire. Hair must be tied back, and long jewelry removed to avoid catching on client property or equipment.
-----------------------------	--------------------------------------	--

Respiratory Protection: Disposable Dust Masks

Equipment Standard & Requirement: Lightweight, disposable single-use dust masks. Worn to protect the airways against non-toxic airborne dust particles, lint, and dry allergens.

- **Usage & Safety Explanation:**
 - Mandatory when performing high-dust tasks such as dusting ceiling fans, vacuuming heavily soiled areas, or cleaning high window sills.
 - Ensures team members do not inhale fine dust particles or respiratory irritants while on the job.

SECTION 2: CHEMICAL & PRODUCT SAFETY REGISTER

1. Ajax Professional Bathroom Cleaner Disinfectant Trigger

- **Product Purpose:** Heavy-duty sanitizing spray for shower screens, wall tiles, bath tubs, and bathroom sinks.
- **Safety & Handling Instructions:**
 - **PPE:** Wear protective gloves and safety glasses.
 - **Safe Usage:** Ensure proper room ventilation before spraying. Avoid inhaling fine spray mist. Do not mix with acid-based cleaners or bleach. Flush immediately with clean water if contact occurs with eyes.



○

2. Strike Pro Bath & Shower Spray Cleaner (Spring Breeze)

- **Product Purpose:** Routine maintenance spray for removing soap scum, water marks, and grime from bathroom surfaces.
- **Safety & Handling Instructions:**
 - **PPE:** Wear protective gloves.
 - **Safe Usage:** Spray onto surfaces or directly onto microfibre cloths. Rinse cleaned areas thoroughly with water to avoid slippery residue on shower floors.



○

3. White King Toilet Gel with Added Stain Remover (Lemon)

- **Product Purpose:** Thick bleach-based gel for removing tough stains, mineral deposits, and germs under toilet bowl rims.
- **Safety & Handling Instructions:**
 - **PPE:** Heavy-duty gloves and eye protection.
 - **Safe Usage:** Apply carefully inside the bowl; avoid splashing outside the toilet rim. **NEVER mix with ammonia, acidic cleaners, or other chemical agents**, as dangerous gases will form.



○

4. Strike Blue Toilet Cleaner Cistern Blocks

- **Product Purpose:** Continuous bowl cleaning and deodorizing placed inside cistern tanks or hung on bowl rims.
- **Safety & Handling Instructions:**
 - **PPE:** Wear protective gloves when handling.
 - **Safe Usage:** Keep protective wrap intact if water-soluble. Wash hands thoroughly after handling. Prevent direct contact with skin and eyes.



○

5. Strike Pro Cream Cleanser (Lemon)

- **Product Purpose:** Abrasive liquid cream for scrubbing stubborn stains on porcelain sinks, stainless steel basins, and cooktops.
- **Safety & Handling Instructions:**
 - **PPE:** Wear protective gloves.

- **Safe Usage:** Apply directly to a damp microfibre cloth or non-scratch sponge. Rinse surfaces cleanly to prevent chalky residue. Avoid excessive pressure on delicate or painted surfaces.



○

6. Strike Pro Disinfectant (Lavender - Hospital Grade)

- **Product Purpose:** High-level sanitization for hard surfaces, door handles, light switches, and high-touch points.
- **Safety & Handling Instructions:**
 - **PPE:** Wear protective gloves.
 - **Safe Usage:** Dilute as instructed on packaging for surface wiping or floor mopping. Do not ingest. Store upright in a cool, dark location.



○

7. Earth Choice Floor Cleaner (Wooden Surface)

- **Product Purpose:** Gentle cleaning solution formulated specifically for timber, wooden floorboards, and floating floors.
- **Safety & Handling Instructions:**
 - **PPE:** Standard protective gloves.
 - **Safe Usage:** Mix with warm water. Ensure the mop is thoroughly wrung out—never leave excess standing water on timber surfaces.



○

8. Earth Choice Floor Surface Cleaner

- **Product Purpose:** Multi-surface floor detergent for glazed tiles, vinyl, and ceramic floors.
- **Safety & Handling Instructions:**
 - **PPE:** Standard protective gloves.
 - **Safe Usage:** Dilute in a bucket. Use caution on wet floors—place warning signs or advise clients while floors are drying.



○

9. Strike Pro Multipurpose Cleaner Spray (Antibacterial - Apple & Cedarwood)

- **Product Purpose:** All-round surface spray for kitchen benchtops, tables, cabinet doors, and general laminate.
- **Safety & Handling Instructions:**
 - **PPE:** Protective gloves.
 - **Safe Usage:** Spray directly onto microfiber cloths for targeted wiping. Safe for food prep areas once wiped dry.



10. Thursday Plantation Peppermint Oil (25ml)

- **Product Purpose:** Pure essential oil used for natural scenting, pest deterrence, and fresh fragrance application.
- **Safety & Handling Instructions:**
 - **PPE:** Protective gloves when handling undiluted oil.
 - **Safe Usage:** Highly concentrated. Dilute only a few drops into mop buckets or water solutions. Avoid direct contact with eyes or bare skin, as pure essential oils cause skin irritation. Keep away from pets.



11. Nivea Rich Nourishing Body Lotion (72hr Moisturiser)

- **Product Purpose:** Personal care moisturizer for team members to protect skin barrier health against dryness caused by frequent glove wear and water exposure.
- **Safety & Handling Instructions:**
 - **Safe Usage:** Apply to clean, dry hands after shifts or during meal breaks. Ensure hands are non-greasy before resuming cleaning tasks or handling equipment.



SECTION 3: CLEANING EQUIPMENT & TOOLS SAFETY

1. ZUNI Flat Mop and Bucket Set (Wet/Dry w/ 6 Heads)

- **Equipment Use:** Microfibre flat-mop system designed for wash-and-dry floor care without excessive bending.
- **Safety Instructions:** Maintain correct posture during mopping. Ensure mop heads are washed and dried thoroughly between clients to prevent cross-contamination.



2. Oates Value Mop 400g Refills (Color-Coded: Red, Green, Blue)



- **Equipment Use:** Heavy-duty absorbent cotton mop heads for hard floor mopping.
- **Safety & Hygiene Instructions:** Must follow strict color-coding protocols:
 - **RED:** Bathroom & Toilet floors only.



-
- **GREEN:** Kitchen & Food Preparation floors.



-
- **BLUE:** General Living, Dining & Bedroom hard floors.



○

3. Chux Non-Scratch Scourer Scrubs

- **Equipment Use:** Delicate scrubbing of sensitive surfaces, glass screens, coated pans, and acrylic tubs.
- **Safety Instructions:** Test in an inconspicuous area prior to full application. Ensure no grit is trapped in the pad to prevent scratching smooth surfaces.



●

4. Shine Microfibre Cloth Set (Color-Coded 5-Pack) & Domestic Wipes Roll

- **Equipment Use:** Surface dusting, glass polishing, and general disinfectant wiping.
- **Safety & Hygiene Instructions:** Assign specific colored cloths per room type (e.g., Pink/Red = Bathroom, Yellow = Dusting, Blue = General Living, Dining & Bedroom, Green = Kitchen) to prevent germ transfer between areas.



●

5. Disposable Dust Masks (10 Pce Pack)

- **Equipment Classification:** Single-use Personal Protective Equipment (PPE).
- **Equipment Purpose:** Provides respiratory protection against airborne nuisance dust, lint, pet dander, and dry particulate matter during residential cleaning.
- **Safety, Handling & Fit Instructions:**
 - **Correct Fit & Positioning:** Place the mask over your nose and mouth. Secure the elastic head strap behind your head. Press the flexible metal nose bridge strip firmly across the bridge of your nose to create a snug seal.

- **Hygiene & Single-Use:** These masks are **single-use only**. Do not reuse a dirty, damp, or clogged mask across multiple shifts or homes.
- **Limitations:** These dust masks are designed for particulate matter only. They **do not protect against hazardous chemical vapors or fumes** (e.g., strong bleach or concentrated spray chemicals). Always ensure adequate ventilation when using spray cleaners.
- **Disposal:** Dispose of used masks responsibly in general waste at the end of the clean or when damp/soiled.



6. Pacvac Velo Backpack Vacuum Cleaner

- **Equipment Classification:** Commercial-grade cordless/backpack vacuum cleaner.
- **Equipment Purpose:** Efficient, ergonomic vacuuming of carpets, rugs, timber floorboards, and hard surfaces across residential homes. Designed for fast maneuverability and tight-space detail cleaning.
- **Safety, Ergonomics & Handling Instructions:**
 - **Pre-Use Inspection:** Ensure the clear top lid latch is securely locked before strapping on. Check that the HEPA filter and reusable dust bag are fitted correctly and emptied prior to each shift.
 - **Harness Setup:** Adjust the shoulder straps and hip/waist harness so the weight rests comfortably on your hips rather than pulling on your lower back or shoulders.
 - **Battery & Electrical Safety:** Use only authorized Pacvac lithium-ion battery packs and chargers. Do not use if the battery housing, charging dock, or cord shows visible cracks or damage. Store batteries in a cool, dry area.
 - **Ergonomics & Movement:** Maintain an upright posture while operating. Avoid excessive twisting at the waist—pivot with your feet when vacuuming around furniture.
 - **Airflow Maintenance:** Regularly clear any blockages in the wand, hose, or floor tool to prevent motor overheating and loss of suction.



SECTION 4: EMPLOYEE WHS & SAFETY ACKNOWLEDGMENT SIGN-OFF

By signing below, I confirm that:

1. I have read, understood, and received training on the proper use of all products, tools, and PPE listed in this document.
2. I will strictly abide by the color-coded cross-contamination system (mops and cloths).

3. I will wear the required PPE whenever handling chemical products or performing cleaning tasks.
4. PACVAC VELO OPERATIONAL SAFETY: I confirm I have been trained on harness adjustment, battery safety, and filter maintenance for the Pacvac Velo Backpack Vacuum.
5. I will immediately report any chemical spills, equipment defects, or safety hazards to AZACO Management.

Plaintext

EMPLOYEE FULL NAME: _____

EMPLOYEE SIGNATURE: _____

DATE: ____ / ____ / ____

MANAGEMENT SIGNATURE:
