



# Raised Floor Inspection & Cleaning Checklist

## Pre-Inspection & Safety

Initial assessment and safety precautions before beginning the inspection and cleaning.

**Inspection Date**

Enter date...

**Inspection Start Time**

**Raised Floor Location (Area/Room)**

 [Set My Current Location](#)



### Brief Description of Area/Purpose

Write something...

### PPE Required (Check all that apply)

- ☐ Safety Glasses
- ☐ Gloves
- ☐ Dust Mask/Respirator
- ☐ Hearing Protection
- ☐ Steel-Toe Boots

### Any known hazards or previous issues?

Write something...

### Ambient Temperature (°C/°F)

Enter a number...

### Inspector Name

Write something...

## Visual Inspection - Floor Tiles & Panels

Detailed examination of the raised floor tiles/panels for damage, condition, and security.

### Tile Condition - Cracks/Fractures

- ☐ None
- ☐ Minor (Surface)
- ☐ Moderate (Partial)
- ☐ Severe (Through)

### Tile Condition - Loose/Wobbly

- ☐ None
- ☐ Few (<5)
- ☐ Moderate (5-10)
- ☐ Many (>10)

### Number of Tiles Requiring Replacement

Enter a number...

### Tile Fastening Type

- ☐ Screws
- ☐ Retaining Clips
- ☐ Other (Specify)

### Detailed Notes on Tile Damage (if any)

Write something...

### Tile Material

- ☐ Carpet
- ☐ Vinyl
- ☐ Steel
- ☐ Other (specify)

### Evidence of Water Damage?

- ☐ No
- ☐ Minor Staining
- ☐ Visible Corrosion
- ☐ Active Leak Detected

## Pedestal & Cable Management Inspection

Assessment of pedestal condition, cable routing, and overall organization.

### Pedestal Condition

- ☐ Good
- ☐ Minor Damage (scratches, chips)
- ☐ Significant Damage (broken panels, loose components)
- ☐ Missing Pedestals
- ☐ Other (specify in LONG\_TEXT)

### Pedestal Condition Details (if 'Other' selected)

Write something...

### Number of Pedestals Inspected

Enter a number...

### Cable Routing Adequacy

- ☐ Optimal - Organized and clearly labeled
- ☐ Adequate - Generally well-managed
- ☐ Suboptimal - Overcrowded and/or unlabeled
- ☐ Poor - Significant cable management issues

### Cable Management Notes

Write something...

### Cable Labeling Status

- ☐ All Cables Clearly Labeled
- ☐ Most Cables Labeled
- ☐ Some Cables Labeled
- ☐ No Cables Labeled

### Specific Location of Cable Management Issues

 [Set My Current Location](#)



## Under-Floor Space Inspection

Inspection of the under-floor plenum for dust, debris, and potential hazards.

### Overall Impression of Under-Floor Space

Write something...

### Presence of Debris (Select all that apply)

- ☐ Dust/Lint
- ☐ Rodent Droppings
- ☐ Insect Infestation
- ☐ Water Leaks/Moisture
- ☐ Construction Debris
- ☐ Other (Specify)

### Measured Humidity (%)

Enter a number...

### Evidence of Water Leaks (If Any)

Write something...

### Cable Management Condition

- ☐ Excellent - Well Organized
- ☐ Good - Minor Issues
- ☐ Fair - Requires Attention
- ☐ Poor - Significant Issues

### Photograph of Under-Floor Space (General)

 Upload File

### Any Unusual Odors Detected?

Write something...

## Cleaning - Tile/Panel Surface

Procedures for cleaning the visible surface of the raised floor tiles/panels.

### Cleaning Method Used?

- ☐ Vacuuming
- ☐ Damp Mopping
- ☐ Dry Mopping
- ☐ Specialized Cleaning (Specify in LONG\_TEXT)

### If Specialized Cleaning, please describe method and chemicals used:

Write something...

### Quantity of Cleaning Solution Used (Liters/Gallons):

Enter a number...

### Tile Surface Condition After Cleaning?

- ☐ Excellent - No residue or streaks
- ☐ Good - Minor residue or streaks
- ☐ Fair - Noticeable residue or streaks
- ☐ Poor - Significant residue or streaks

### Areas requiring additional attention (check all that apply):

- ☐ Stain Removal
- ☐ Edge Cleaning
- ☐ Around Pedestals
- ☐ None



**Detailed notes on any stains or problem areas encountered during cleaning:**

Write something...

## Cleaning - Under-Floor Plenum

Procedures for cleaning the under-floor space, including dust and debris removal.

**Describe current condition of underfloor plenum (dust, debris, obstructions)**

Write something...

**Identify debris found in the plenum (select all that apply)**

- ☐ Dust
- ☐ Cobwebs
- ☐ Rodent droppings
- ☐ Insect nests
- ☐ Loose cables
- ☐ Debris - General
- ☐ Water Stains/Evidence of Leakage

**Approximate Dust Depth (in inches)**

Enter a number...

**Describe method used for plenum cleaning (e.g., vacuuming, compressed air)**

Write something...

**Attach photographs of the underfloor plenum (pre-cleaning)**

 Upload File

**Note any unusual odors detected during cleaning.**

Write something...

**Attach photographs of the underfloor plenum (post-cleaning)**

 Upload File

## Post-Cleaning & Documentation

Final checks and documentation of completed work.

**Date of Inspection & Cleaning**

Enter date...

**Start Time**

**End Time**

### Summary of Findings & Actions Taken

Write something...

### Quantity of Tiles/Panels Inspected (optional)

Enter a number...


### Areas/Sections Cleaned (Select all that apply)

- ☐ Section A
- ☐ Section B
- ☐ Section C
- ☐ Entire Raised Floor

### Overall Condition After Cleaning (Subjective)

- ☐ Excellent
- ☐ Good
- ☐ Fair
- ☐ Poor

### Photos of Post-Cleaning Condition (Optional)

 Upload File

### Inspector Name

Write something...

**Inspector Signature**