

Germs can spread from one area to another if we use the wrong equipment.
Our colour coding system helps stop cross-contamination and keeps everyone safe.
Use it every time.

01 OUR COLOUR CODING SYSTEM



- RED** – Toilets & Urinals
Use in toilets, urinals and washrooms.
 - YELLOW** – Sinks & Bathrooms
Use for sinks, taps, tiles and bathrooms.
 - BLUE** – General Areas
Use for desks, tables, offices and general areas.
 - GREEN** – Kitchens & Food Areas
Use in kitchens, food prep areas and canteens.
- Follow the system. Don't switch colours.

02 USE THE RIGHT COLOUR IN THE RIGHT AREA



- Red in toilets and urinals only.
- Yellow in bathrooms and wash areas only.
- Blue in offices and general areas only.
- Green in kitchens and food areas only.
- Do not take equipment from one area to another.
- If in doubt, check before you start.

03 PREVENT CROSS-CONTAMINATION



- Using the wrong cloth can spread germs.
- Never use the same cloth from a toilet in another area.
- Change cloths when moving to a new area.
- Rinse and wring cloths regularly.
- Replace cloths when dirty or worn.
- Stop germs. Keep areas safe and clean.**

04 CLEAN TO DIRTY WORKFLOW



- Always clean from clean areas to dirty areas.
- Start high and work down.
- Leave toilets and kitchens until last.
- This helps prevent spreading dirt and germs.
- Follow the correct order on every clean.
- Work smart. Protect every area.**

05 EQUIPMENT SEPARATION



- Use separate buckets and mops for each area.
- Red bucket and mop for toilets only.
- Do not share mop heads between areas.
- Wash mop heads after every use.
- Allow to dry completely before storing.
- Separate equipment. Safer cleaning.**

06 STORE & LOOK AFTER YOUR EQUIPMENT



- Store equipment in the correct place.
- Keep colour-coded items separate.
- Keep clean cloths and mops off the floor.
- Check equipment regularly and replace when needed.
- Report any issues to your supervisor.
- Look after your kit. It keeps everyone safe.**

BEFORE YOU LEAVE THE SITE



TASKS COMPLETE

Have all required tasks been completed?



WORK CHECKED

Have you checked all areas and standards?



EQUIPMENT STORED

Is all equipment clean, stored and ready for next use?



PROBLEMS REPORTED

Have you reported any issues, damage or shortages?



SITE SECURE

Are doors secure, lights off and site left as instructed?



KNOWLEDGE CHECK

Circle the correct answer or write your response.

- What colour do we use in toilets and urinals?
- Why is it important not to use the same cloth in different areas?
- What is the correct order to clean?
- What should you do if a cloth becomes dirty?



TRAINING RECORD

I confirm that I have received, read and understood the content of Module 5 – Colour Coding & Cross-Contamination.

Employee Name: _____ Date: _____
Employee Signature: _____
Trainer Name: _____ Date: _____
Trainer Signature: _____

i This training does not replace site-specific instructions or risk assessments. Always follow site rules and speak to your supervisor if in doubt.

